
Career Educational Advisory Council (CEAC) Meeting Minutes March 22, 2021 - **corrected**

CALL TO ORDER – Committee Chair, Tim Staffen, called the meeting to order at 1:05 p.m. via virtual GoTo Meeting.

MW SOUTHWEST CEAC MEMBERS PRESENT

Dr. Dennis Baskin (KCC)
Cameron Buck (CTE-Kalamazoo)
James Callahan, alternate for James
Brylowski (Labor-SW MI Building Trades)
Tommy Cameron (SJCISD)
Michael Goldin (GOCC)
LaToy Green (Parent)
Jerry Johnson (CISD)
Dr. Tracy Labadie, alternate for
Dr. Deb. Coates (KVCC)

David Maurer (PS-Humphrey Products)
Laura McGuire (PS-DENSO)
Andrea Rainer (Huron Pottawatomi)
Windy Rea (Job Corps)
Jim Sertic (PS-Sertic Consulting)
Tim Staffen (CISD)
Ken Willcutt (Plumbers & Pipefitters &
HVACR Local Union 357)

STAFF PRESENT

Ashley Iovieno (Business Services, MWSW)

Kathy Olsen (MWSW)

OTHERS PRESENT

Sarah Beckle (SJCISD)
John Fiore (MRS)
Rey Guzman (MI-LEO)
Tom Longman (KCC)
Brittney Rifenberg (PS-TR Health)

Diane Roose (GOCC)
Susan Sobeske (BACC)
Lisa Smith (YOU/KRESA)
Brenda Stewart (MEDC)
Paul Watson (KCC)

MW SOUTHWEST CEAC MEMBERS ABSENT

Paul Aivars (GOCC)
Morris Applebey (Labor-Kal Electrical JATC)
Robin Greymountain (Adult Educ/KPS)
Denny Hunt / Kristin Asiala (CISD)

Jason Luke (SW MI STEM)
Dr. Diane Owen-Rogers (MiSTEM)
Randy Sowles (BACC)

INTRODUCTIONS/ANNOUNCEMENTS

Individuals present introduced themselves and the agency they represented.

MINUTES

**Motion made by Tommy Cameron and supported by Dennis Baskin to approve the Michigan Works! Southwest Career Educational Advisory Council (CEAC) November 16, 2020 meeting minutes.
Motion carried.**

CAREER & TECHNICAL EDUCATION REPORTS

Region 20

Cameron Buck reported the tentative allocation for Career Technical Education (CTE) for Kalamazoo and St. Joseph Counties is \$545,389. Funds from this grant support state-approved CTE programs that provide students with academic and technical knowledge and skills in grades 9-12 for further education and careers. Specific emphasis is given to at-risk special populations in CTE programs including disabled, economically disadvantages, nontraditional, single parent, homeless, in or aged out of foster care, migrant workers, students with a parent in the armed forces and limited English proficiency. Seven core performance indicators have been identified by the state and federal governments as a guide for CTE program development, improvement, enrollment, and program evaluation. The region's CTE Perkins funds will be used to address the needs of special population students in these areas. Twenty-six percent (26%) of the Region 20 Perkins grant funds are distributed to St. Joseph County. The remaining seventy-four percent (74%) of the Region 20 Perkins funds are distributed to Kalamazoo County. Mr. Buck provided further details as to how this funding will be used in Kalamazoo County. Tommy Cameron provided further details as to how the grant funds will be used in St. Joseph County. A copy of the Region 20 Secondary CTE Perkins V Grant summary is attached to these minutes.

Region 21

Tim Staffen reported the tentative allocation for Career Technical Education (CTE) for Barry, Branch and Calhoun Intermediate School Districts is \$486,133. The grant purpose is the same as reported by Cameron Buck and the core performance indicators are the same as reported by Mr. Buck. Five percent (5%) of the total grant will cover administrative expenses for Barry, Branch and Calhoun ISDs. Approximately \$5,000 will be directed to regional planning and professional development for CTE staff in the region. The remainder of the grant will be allocated according to an agreed-upon formula: 50% will be distributed to CTE programs with that 50% broken down as follows: 20% to Barry ISD, 20% to Branch ISD, and 60% to Calhoun ISD. The remaining 50% will be distributed to CTE programs in each ISD based upon the previous year's student hours from the X0107 Funding Report. Mr. Staffen provided further details regarding the activities that the grant funds will support in each of the three counties. A copy of the Region 21 Secondary CTE Perkins V Grant summary is attached to these minutes.

EDUCATION INFLUENCE PROJECT – DENSO MANUFACTURING

Laura McGuire gave a PowerPoint presentation on the DENSO Education Influence Project designed to attract more students to manufacturing careers and influence curriculum. The presentation provided a summary of identified issues and actions to address the identified issues. Identified issues included fewer applicants, many open positions, and greater skill gaps. Actions to address the identified issues included early influence, building strong partnerships, and strengthening curricula. The presentation included a deeper dive into the action items for each of the actions identified. Information pertaining to a manufacturing awareness and perception survey and information regarding the DENSO Education Council Charter was also shared with attendees. Ms. McGuire also provided a detailed explanation of the DENSO skilled trades competency model. Following the meeting, Ms. McGuire emailed the presentation to CEAC members.

STEM EDUCATION PARTNERSHIPS – PROJECT BASED LEARNING

Laura McGuire reported on information provided in the agenda packet from Deb Kolberg regarding STEM education partnerships for Project Based Learning. Kalamazoo RESA is seeking manufacturers willing to provide local students and teachers with a real-life problem-solving experience. The projects would be matched to a group of students, focusing on those in grades 7 and 8. A teacher would create a project-based lesson plans for the students to work on; students would then present their solutions to the employer. Ms. McGuire reported the potential projects are not limited to production; other projects examples given were agriculture and human resources.

Kathy Olsen reported the brochure and flyer included in the agenda packet contained further information pertaining to this initiative. She also highlighted a professional development opportunity for Project-Based Learning scheduled for August 11-13, 2021. Information pertaining to this opportunity was also included in the agenda packet.

CEAC METRICS

Kathy Olsen reported the list of career pathway and exploration events that have occurred this program year were included in the agenda packet. She noted that organizations have been doing great virtual work for students to explore various career pathways while adjusting to so many changes due to COVID-19.

Ashley Iovieno reported on the videos that were created to highlight careers in the manufacturing industry. Each video provides an inside look from individuals working in various manufacturing careers and is 2-3 minutes in length. Additional videos are being created to highlight other in-demand careers such as public safety and education careers. The videos are being promoted on social media channels such as Facebook and Linked In. The videos are available for viewing on the Michigan Works! Southwest website at <https://www.michiganworkssouthwest.org/resources/career-stories/>

MEMBER/GUEST UPDATES

Ashley Iovieno reported this year's MiCareerQuest Southwest will be held virtually on May 12, 2021, using a platform called VFairs. Staff are actively recruiting employers to participate in the areas of Health Sciences, Information Technology, Manufacturing and Professional Trades. Although it will be a virtual event, the site has many interactive features that will help with student engagement such as a virtual backpack where students can gather digital materials from employers to view during and after the event. Anyone interested in participating should contact Ms. Iovieno at Iovieno@upjohn.org or Kathy Spackman or Jason Luke at Kalamazoo RESA.

Tim Staffen reported the Calhoun Area Career Center is exploring using VFairs and noted that the students are adjusting quicker than the adults. The key to success for this event will be business and industry participation. He acknowledged the MiCareerQuest Southwest committee for their hard work in planning this virtual event.

Cameron Buck reported Michigan Works! Southwest was one of nine in the State to receive an Apprenticeship Expansion Grant. The grant award is for a four-county partnership where CTE programs will be working with businesses to connect students to pre-apprenticeship opportunities. They will also be working with other partners to identify out-of-school participants for apprenticeship opportunities. He acknowledged Ashley Iovieno, Amy Meyers and their team for writing and submitting the response to the Request for Proposal.

PUBLIC COMMENTS

None.

ANNOUNCEMENTS / UPCOMING EVENTS and MEETINGS

MiCareerQuest Southwest is scheduled for May 12, 2021. The link to more information and to register is <http://www.micareerquestsw.org/>

The next Workforce Development Board quarterly Board meeting for Michigan Works! Southwest is scheduled for Thursday, May 20, 2021 from 9:00-10:30 a.m. This will be a virtual meeting.

Project Lead The Way Professional Development Opportunity is scheduled for August 11-13, 2021.

NEXT MEETING

The next CEAC meeting is scheduled for Monday, May 17, 2021 from 1:00-3:00 p.m. This will be a virtual meeting.

ADJOURNMENT

With no further business to conduct, the meeting was adjourned at approximately 2:14 p.m.

Respectfully submitted,

Kathy Olsen, CEAC staff support

Tim Staffen, Chair CEAC

Kalamazoo/St. Joseph County -- Region 20 Secondary Career & Technical Education Perkins V Grant

- I. **Program Name:** Secondary CTE Perkins V Grant
- II. **Program Dates:** July 1, 2021-June 30, 2022
- III. **Funding Source:** Carl D. Perkins Career and Technical Education Act
- IV. **Tentative Allocation:** \$545,389 (based on 2019-20 funding)
- V. **Grant Purpose:** Funds from this grant support state-approved career and technical education (CTE) programs that provide students with academic and technical knowledge and skills in Grades 9-12 for further education and careers. Specific emphasis is given to at-risk special populations in CTE programs including disabled, economically disadvantaged, nontraditional, single parent, homeless, in or aged out of foster care, migrant workers, students with a parent in the armed forces, and limited English proficiency.
- VI. **Program Description:** Seven core performance indicators have been identified by the state and federal governments as a guide for CTE program development, improvement, and enrollment; and also for program evaluation. The region's CTE Perkins funds will be used to address the needs of special populations students in these areas.

1S1: Four-Year Graduation Rate
2S1: Academic Proficiency in Reading
2S2: Academic Proficiency in Math
2S3: Academic Proficiency in Science
3S1: Post-Program Placement
4S1: Non-traditional Program Concentration
5S1: Program Quality - Attained Recognized Postsecondary Credential

Academic proficiency is measured by the Michigan Merit Exam results, which usually students take in April of their junior year. Technical skills are measured by various certification tests, which are currently being re-defined by the Michigan Department of Education's Office of Career & Technical Education.

VII. **Funding Formula:** Twenty-six percent of the Region 20 Perkins grant funds are distributed to St. Joseph County (\$142,000). The remaining seventy-four percent of Region 20 Perkins funds are distributed to Kalamazoo County (\$403,000). For both Kalamazoo and St. Joseph, the K-12 public school districts make up the CTE Consortium with the superintendents serving as the Executive Board and the Intermediate School District as the operating and financial agent. All funds are directed to the Consortium and not to individual programs or schools.

The plans to distribute Perkins Grant funds in 2021-22 in **St. Joseph County** will be as follows:

- Continue partially funding a CTE Success Coordinator position to (1) provide assistance to Special Populations students and monitor progress towards program completion and next steps after high school, and (2) implement Mathematics strategies and curriculum in CTE classes and

analyze follow-up results with CTE instructors and staff with the goal of increasing the level of Mathematics of CTE students. (*Graduation rate, Math attainment: \$49,500*).

- Continue partially funding a CTE Career Coordinator position to sustain efforts to assist nontraditional students to complete the program and provide those students with an industry mentor/employer with the goal of transitioning non-trad students to a post-secondary (*Non-Traditional Completion, Placement: \$37,500*).
- Continue partial funding and growing the use of Xello in the county, a career-exploration software that provides the opportunity for students to explore nontraditional careers through the use of career exploration software with the goal of helping all students K-12 relate career goals to their educational experience, high school schedule, etc. (*Non-Traditional Participation: \$12,000*).
- Continue partially funding a CTE Career Coordinator position to provide multiple opportunities for potential students to explore nontraditional careers through open houses, sophomore explorations and presentations with the goal of reaching 500 potential nontraditional students. Five current nontraditional students will participate as ambassadors/presenters in open house, sophomore explorations, and other presentations and will be featured in recruiting materials. (*Non-Traditional Participation, \$30,000*).
- Continue partially funding a CTE Administrative position to implement Reading strategies and online curriculum in CTE classes and analyze follow-up results with CTE instructors and staff. (*Reading attainment: \$7,500*);
- Continue and expand funding to provide for testing for students to attain industry-recognized credentials and increase awareness of student skills as related to employment qualifications, credentials, and availability for related employment opportunities. (*Program Quality, Skills attainment: \$3,500*)
- Continue to provide a stipend for CAD/Manufacturing teacher to develop curriculum, lesson plans, purchase equipment, etc., to start a Manufacturing: Robotics & Mechatronics class at Three Rivers High School (*Science attainment: \$2,000*).

TOTAL ALLOCATION: \$142,000

The plans to distribute Perkins Grant funds in 2021-22 in **Kalamazoo County** will be as follows:

- CTE Student Services Coordinator will provide services to assist CTE SPOPS students for successful completion through activities involving monitoring of attendance (*Graduation rate \$25,000*).
- CTE Support Personnel will provide services to assist CTE SPOPS students for successful completion through monitoring of attendance, grade, behavior reports, etc. (*Graduation rate \$18,000*)
- CTE Student Services Coordinator will provide services to assist CTE SPOPS for successful program completion. (*Graduation rate \$25,000*).
- CTE Coordinator will review, analyze, implement and monitor math activities for CTE programs that score below the state target (*Academic proficiency \$8,750*).
- CTE Work-Based Learning Coordinator will partner with adv committees and regional B & I to place CTE students in high intensity work-based learning opportunities as well as partnering in regional career fairs for potential CTE students (*Post-program placement \$130,000*).

- CTE Personnel will engage in sustained efforts to assist CTE SPOPS students with program completion and with providing business/industry mentors (*Post-program placement \$15,000*).
- CTE Coordinator will provide multiple opportunities for potential CTE students to explore nontraditional careers through open houses, career fairs, sophomore explorations and presentations, etc. (*Nontraditional program placement \$35,000*).
- CTE Personnel will provide multiple opportunities for potential CTE students to explore nontraditional careers through open houses, career fairs, sophomore explorations and presentations, etc. (*Nontraditional program placement \$18,000*).
- CTE Coordinator will provide services for continuous improvement in career/curricular areas with CTE programs for student success in earning a recognized post-secondary credential (*Program quality \$8,750*).
- Industry Recognized Credential Assessments will be purchased for CTE student concentrators in programs with identified B & I credentials (*Program quality \$1,000*).

TOTAL ALLOCATION: \$403,000

**Barry/Branch/Calhoun - Region 21
Secondary Career and Technical Education Perkins Grant**

- I. **Program Name:** Secondary CTE Perkins V Grant
- II. **Program Dates:** July 1, 2021 - June 30, 2022
- III. **Program Source:** Carl D. Perkins Career and Technical Education Act
- IV. **Tentative Allocation:** **\$486,133**
- V. **Grant Purpose:** Funds from this grant support state-approved career and technical education (CTE) programs that provide students with academic and technical knowledge and skills in Grades 9-12 for further education and careers. Specific emphasis is given to at-risk special populations in CTE programs including disabled, economically disadvantaged, nontraditional, single parent, homeless, in or aged out of foster care, migrant workers, students with a parent in the armed forces, and limited English proficiency.
- VI. **Program Description:** Seven core performance indicators have been identified by the state and federal governments as a guide for CTE program development, improvement, and enrollment; and also for program evaluation. The region's CTE Perkins funds will be used to address the needs of special populations students in these areas.
- 1S1: Four-Year Graduation Rate
2S1: Academic Proficiency in Reading
2S2: Academic Proficiency in Math
2S3: Academic Proficiency in Science
3S1: Post-Program Placement
4S1: Non-traditional Program Concentration
5S1: Program Quality - Attained Recognized Postsecondary Credential
- VII. **Funding Formula:** Five percent of the total grant will cover administrative expenses for Barry (\$2,431), Branch (\$7,048) and Calhoun ISDs (\$14,440). Approximately \$5,000 will be directed to regional planning and professional development for CTE staff in the region. **The remainder** of the grant will be allocated according to this agreed-upon formula:
- 50% will be distributed to CTE programs with 20% to Barry ISD, 20% to Branch ISD, 60% to Calhoun ISD.
 - 50% will be distributed to CTE programs in each ISD based upon the previous year's student hours from the X0107 Funding Report.
- VIII. **Activities: Barry ISD** will use Perkins funds in the following ways:
- Continue funding a Business program paraprofessional at Hastings High School to increase the support for reading/language arts skills for CTE students. (2S1: *Academic Proficiency in Reading* - \$3,056)
 - Continue funding a paraprofessional at Hastings High School to increase the support for math skills for CTE Construction Trades students. (2S2: *Academic Proficiency in Math* - \$5,779)
 - Continue funding a part-time paraprofessional at Hastings High School to increase the support for math skills for CTE Culinary Arts students. (2S2: *Academic Proficiency in Math* - \$3,715)

- Continue funding a part-time paraprofessional at Hastings High School to increase the support for math skills for CTE Engineering Design students. (2S2: *Academic Proficiency in Math* - \$9,504)
- Continue funding a part-time paraprofessional at Hastings High School to increase the support for science skills for CTE Agriculture students. (2S3: *Academic Proficiency in Science* - \$5,220)
- Hastings will provide additional staff time to administer CTE follow-up surveys, and to record, retrieve and analyze the data. (3S1: *Post-Program Placement* - \$3,716)
- Continue funding career resources for Delton Kellogg H.S. (3S1: *Post-Program Placement* - \$1,834)
- Hastings staff will work with CTE students (including those in programs non-traditional for their gender) to explore career options, organize visits to post-secondary institutions, and assist with college applications. (4S1: *Non-Traditional Program Concentration* - \$29,513)
- Delton Kellogg High School will update the CTE Construction Trades program through the purchase of industry standard portable battery tools to use on the worksite and in the CTE program. (5S1: *Program Quality-Attained Recognized Postsecondary Credential* - \$6,184)

TOTAL ALLOCATION: \$70,952

Branch ISD, The Branch Area Career Center will use Perkins funds in the following ways:

- Continue support for a Special Populations Coordinator to work with special populations students to help plan their academic plans and future plans for education, training and employment. (1S1: *Four-Year Graduation Rate* - \$22,828)
- Continue support for an Attendance Coordinator to work with students, parents, teachers and counselors to improve student attendance. (1S1: *Four-Year Graduation Rate* - \$11,265)
- Continue support of an ELA Consultant to co-teach with the CTE instructors to increase student proficiency in reading. (2S1: *Proficiency in Reading* - \$24,995)
- Continue support for a Special Populations Paraprofessional to work in a CTE program with a high special populations enrollment to help students develop necessary skills for academic and technical success. (2S1: *Proficiency in Reading* - \$1,200)
- Funding for content area professional development for CTE staff (2S1: *Proficiency in Reading* - \$1,901)
- Continue support for a Math Consultant to co-teach with the CTE instructors to increase student proficiency in mathematics. (2S2: *Proficiency in Math* - \$24,994)
- Funding for content area professional development for CTE staff. (2S2: *Proficiency in Math* - \$1,901)
- Continue support for a certified school Counselor to provide study skills training and assistance to help 30 at-risk students succeed in their CTE programs. (3S1: *Post-Program Placement* - \$22,828)

TOTAL ALLOCATION: \$118,960

Calhoun ISD, The Calhoun Area Career Center will use Perkins funds in the following ways:

- Partial salary/benefits (25%) for a Special Population to assist with identifying special population students in CTE programs at risk of not graduating and making sure they get the support they need to be successful. (1S1: *Four-Year Graduation Rate* - \$22,826)

- Partial salary/benefits (25%) of a Student Services Academic Consultant to assist CTE students in the area of reading language arts. (2S1: *Proficiency in Reading* - \$31,999)
- Partial salary/benefits (25%) of a Student Services Academic Consultant to assist CTE students in the area of math. (2S2: *Proficiency in Math* - \$32,000)
- Partial salary/benefits (25%) of a Student Services Academic Consultant to assist CTE students in the area of science. (2S3: *Proficiency in Science* - \$31,998)
- Continue to use a consulting agency to conduct the follow-up survey at CACC. Survey data will be shared with advisory committee members. (3S1: *Post-Program Placement* - \$13,250)
- Partial salary/benefits (50%) of a Career Development Coordinator to assist CTE students with career development activities in their CTE programs. (3S1: *Post-Program Placement* - \$45,655)
- Cost of career development resource tools for CTE students grades 9-12. (3S1: *Post-Program Placement* - \$20,896)
- Partial salary/benefits (25%) of an Articulation Coordinator at CACC to coordinate and manage current and future articulation agreements with post secondary partners for CTE programs. (3S1: *Post-Program Placement* - \$22,826)
- Partial salary/benefits (25%) of a Student Services Academic Consultant to assist CTE students in programs non traditional for their gender to be successful. (4S1: *Non-traditional Program Concentration* - \$31,998)
- Partial cost of ESL Consultants (Burmese and Spanish) to support ESL CTE students at CACC. (5S1: *Program Quality-Attained Recognized Postsecondary Credential* - \$23,333)
- Regional professional development activities for staff to enhance CTE programs for students in CEPD 36. (5S1: *Program Quality-Attained Recognized Postsecondary Credential* - \$5,000)

TOTAL ALLOCATION: \$296,221