	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*January 20, 2010* *9:00 - 11:30* *Capitol-Plaza Hotel & Convention Center* *Manor Conference Center, Topeka, Kansas*
Chair	*Corey Peterson*	Recorder	*Robin Harris, recorder*

KACCTE Purpose	**Unified voice to advocate and provide recommendations for continuous improvement for Career and Technical Education (CTE) in Kansas**

Roles & Responsibilities

1. Development and promotion of a seamless system for delivery of technical education from secondary and postsecondary education
2. Integration of business and industry workforce development needs and trends in Kansas as part of a seamless CTE system
3. Validation of programs of study
4. Promotion of teacher internships/externships in their cluster
5. Recommendations for program improvement of secondary CTE Programs, including identification and validation of industry-recognized credentials

Members - (present at meeting X, absent at meeting left blank and A)

x	Bill North		STEM CC		Victoria Purvis	x	Susan Symons
X	Neeley Carlson	X	Jana Shaver		Health Science CC	X	Maureen Toll
	Patty Crowell	x	Ann Mah		Business CC	X	Dan Yunk
X	Eddie Estes, PhD		Rob Pearcy	x	Merlyn Spare		Transportation CC
X	Neil Fisher	X	Dwayne Peaslee	x	Sharon Spratt		Mike Valdivia
X	Robin Harris	x	Corey Peterson	x	Sgt. Tony Stewart		

Approx. Time	**Agenda Items**	**Key Points Discussed**	**Expected Outcome, Action or Follow-up**
9:00 am	Welcome & Introductions *Corey Peterson, Chair* Additions and/or Corrections to the Agenda Recognition of current KACCTE members- Photo opportunity		*Corey welcomed members. KSDE staff present were: Karmey Olson, Peggy Torrens, RJ Dake, and Vernon Schweer. Guests attending were: Clay Kubicek, Crossland Construction.* *Diane DeBacker discussed the goals for KSBE and the importance of CTE. Document is attached.*
9:15	KSDE 2010 Update: Mission and Goals *Diane DeBacker, KSDE Interim Commissioner*		*Kathy Hund presented the work towards a unified portal and collaborative work with Dept. of Commerce, KSDE and KBOR. The plans for integrating the Kansas Career Pipeline into a larger system was discussed and an update on the Kansas Work Ready Certificate was shared. Document is attached.*
9:45	Unified portal for career and workforce development *Caleb Asher or Kathy Hund, Dept. of Commerce*		*Blake Flanders share the vision of the TEA and the work on standards alignment at the postsecondary level. Blake's Powerpoint is attached.*
10:15	Postsecondary Technical Education Authority Update- state-wide articulation and program alignment *Blake Flanders or KSBOR staff*		*The organizational structure was approved and will be inserted in the procedures manual of KACCTE. The document is attached.*
10:45	KACCTE Business Meeting KACCTE Updates		*Neeley Carlson was selected as KACCTE Chair, 2010* *Neil Fisher was selected as KACCTE Vice-chair, 2010* *Corey Peterson is the KACCTE Past Chair, 2010*
11:00	Organizational Structure Member vacancies Officer elections *Corey Peterson, Chair*		*Merlyn Spare was recognized as the recipient of the Award of Merit, 2010. He will receive his honor at the Workforce Summit banquet.*
	Debriefing/Summarize/Next Steps		*Next Meeting: April 21, 2010, 10:00 am, Marianna Kistler Beach Museum of Art, KSU, Manhattan*
11:30	Meeting Adjourned		
			Next Meeting: April 21, 2010, 10:00 am, Marianna Kistler Beach Museum of Art, KSU, Manhattan

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*April 21, 2010* *10:00 – 3:00* *Marianna Kistler Beach Museum of Art* *Manhattan, Kansas*
Chair	*Neeley Carlson*	Recorder	*Kim Mitchell, recorder*

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X	Neeley Carlson	X	Jana Shaver	A	Mary Beth Warren	X	Maureen Toll
A	Patty Crowell	X	Ann Mah	-	Business CC	X	Dan Yunk
A	Eddie Estes, PhD	A	Rob Pearcy	A	Merlyn Spare	-	Transportation CC
X	Neil Fisher	X	Dwayne Peaslee	-	Human Services CC	A	Mike Valdivia
X	Robin Harris	A	Corey Peterson	X	Sgt. Tony Stewart		

Approx. Time	Agenda Items	Key Points Discussed	Expected Outcome, Action or Follow-up
10:00	Welcome & Introductions *Neeley Carlson, Chair*		Neeley Carlson opened the meeting and introductions took place.
	Minutes read on screen.		Dan Yunk moved to approve the meeting minutes, Susan Symons seconded. Motion passed.
	Additions and/or Corrections to the Agenda		Agenda was amended. Items added were to discuss a charter school grant letter of recommendation and new funding opportunities for schools.
	New members and KSDE staff		Suggestions were given for vacant positions.
	Career Cluster Development-Report out by cluster area	Peggy said that the transportation pathway committee has met and will be meeting again Friday.	Peggy Torrens, KSDE Staff, said that the Law and Public Safety Cluster and the Transportation Cluster will be ready for approval in August.
		Gayla shared that the Hospitality and Tourism and Government and Public Administration committees will be meeting and that the Human Services pathways will be ready for LEA's to apply during the 2010-2011 school year.	Gayla Randel, KSDE staff, stated the Hospitality and Tourism and the Government and Public Administration drafts should be ready for approval by August, with approval by next April.
			Bill North, Arts/AV Technology and Communications chair, shared that the Arts/AV Technology and Communications Pathway will be ready by August or November.
			Robin Harris, KSDE Staff shared that the Business consultant will start at KSDE in the next week, and that

			the business career cluster should be ready for approval in August.	
	CPPSA- Career Pathways Program of Study Application	Robin shared the online application with the committee.		
Lunch				
	National Association of State Directors of CTE consortium – New Vision for CTE	Robin shared the new vision for CTE with the group and provided a handout to members.	The .pdf file of the handout can be downloaded at www.careetech.org.	
	**Amended item: charter school grant letter of recommendation*		Neil Fisher moved that we write a letter of support for the charter school grant, Ann Mah seconded. Robin and Neeley will work together to write the letter.	
	Kansas State Board of Education update on CTE Initiatives	The 11 board motions for 2010 were discussed.	Handouts were shared: Kansas State Board of Education: Motions for Career and Technical Education Policy Initiatives and The Next Iteration.	
	State-wide Articulation Agreements discussion		This item will be brought back in August with data on our current articulation agreements.	
3:00	Professional Experience Learning- Experience-based learning		The committee learned the Professional Experience Learning portion of pathways will be discussed and determined this summer.	
	Debriefing/Summarize/Next Steps Meeting Adjourned Tour of Museum- *Bill North*		The committee was invited to the K-ACTE Summer Conference on August 2nd-4th in Overland Park, Kansas. The next meeting will take place on August 25th in Topeka with the location to be determined.	
				Next Meeting: August 25, 2010, Topeka. Career Clusters to be approved

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*Wednesday, August 25, 2010* *9:30 am* *Ramada Convention Center, 420 SE 6th Ave., Topeka, Kansas 66607*
Chair	*Neeley Carlson*	Recorder	*Kim Mitchell*

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A	Patty Crowell	X	Ann Mah	-	Business CC	X	Dan Yunk
X	Eddie Estes, PhD	X	Rob Pearcy	X	Merlyn Spare	-	Transportation CC
X	Neil Fisher	X	Dwayne Peaslee	-	Human Services CC	X	Mike Valdivia
X	Robin Harris	X	Corey Peterson	X	Sgt. Tony Stewart		

Approx. Time	Agenda Items	Key Points Discussed	Expected Outcome, Action or Follow-up
9:30	Welcome & Introductions *Neil Fisher, Chair*		Neil opened the meeting and introductions took place.
	Additions and/or Corrections to the Agenda		Dan Yunk moved to approve the meeting minutes. Motion was seconded and passed. Bill North withdrew the Arts, AV Technology and Communications Career Cluster Pathways Program of Study Approval for Audio/Video Technology Pathway presentation from today.
	Award of Merit Application	Robin shared this information is on the website and presented at the Kansas Workforce Summit.	Committee will need to make a recommendation for the award of merit based on the applications.
	KSDE Updates and KACCTE Updates by Career Cluster area *Education Commission Kansas Career Pipeline Career Cluster Guidance Handbook*	Robin shared the Career Cluster Guidance Handbook.	
		Neeley shared the Restaurant and Hospitality Services and Travel and Tourism Pathway.	These pathways will be ready in November.
		Ann shared that government and public administration will meet next week on September 2nd.	This pathway should be ready for adoption in November.
		Tony shared that the Cluster has been broken down into two pathways-Emergency and Fire Management and Law Enforcement/ Security and Corrections. Most of these courses have nationally recognized certificates and curriculum.	Tony said that all materials will be ready for November.
		Kirk shared that there will be a business and industry task force for next week to review the competencies and a new course.	The Business Entrepreneurship and Management Pathway will be ready in November.

		RJ shared that IT was approved last year and it is pretty much in place. Arts/AV is currently in development. Stem has 4 pathways and will be shared today. Karmey shared that since the Health Science was approved, the teachers are ready and actively participating in the maintenance portion of their applications. Vernon shared that agriculture is now working on certifications and assessments, but that there are some limitations. Peggy shared that construction and architecture had to transition over this last spring. Manufacturing had its first year and have this year to finish transitioning in. Transportation will be able to start applying this year.	Arts/AV will be ready in November.
		Ann shared the importance of CTE in the school finance formula.	Ann suggested that we present our Pathways to the legislature.
11:00		Robin shared that the Kansas Career Pipeline is looking at a unified portal. The Department of Commerce is taking the lead, as well as KBOR, KSDE, Department of Corrections, and with the state board requiring that every student have a plan of study.	Robin shared that currently we are using Carl D. Perkins leadership money, as well as KBOR. . However, this can not be sustained in the future and the KCP Board will be addressing sustainability. Ann shared that the pipeline needs to be presented to the legislature.
		Robin shared that as a department, we are applying for a federal level grant, for rigorous programs of study from OVAE for four years. It is a cooperative grant, meaning that the DOE, KSDE, and schools will work together. The goal is through this grant to develop a model that will then be implemented throughout the state through all 16 clusters. This grant will address 10 components, which we will need to address in the pathways.	Corey Peterson moved that we submit the letter of support. Eddie seconded. Motion carried. Neeley will write the letter.
		Neeley shared that Eddie and herself were asked to be part of the Kansas Education Commission. It was formed because there is some anticipation that NCLB will change. Go to Kansas Education Commission website, there are 5 priorities-college and career ready students, equity and opportunity for all students, great teachers and leaders in every school, promotion of innovation and continuous improvement, and raise the bar and reward excellence. Dan Yunk confirmed his group's work and progress for the KEC. Neil feels that	To provide an email to the committee with the website link. Merlyn says that this commission needs to point out the value of CTE so it is not lost. Neely will be talking to K-State students about Career Clusters and Pathways. Eddie invited everyone to the Workforce Summit.

		we are spending way too much time in remediation and that we need to be focusing the changes to K-6, so that we do not have to remediate as much.	
	Articulation Agreements Data Next steps toward state-wide articulations	Peggy shared the compilation document for articulation agreements that Kim and Peggy compiled. The document shows the variance between postsecondary institutes and what they are offering.	A meeting at the end of September with KBOR will bring in representatives to discuss this issue. Any of the committee members that work with postsecondary to encourage their participation would be beneficial.
Lunch 1:00	Industry certifications/credentials End of pathway assessments	Robin shared that the state board voted to help support the industry recognized certifications. The focus is on CTE concentrators, for schools with an approved pathway. This is from a federal assessment grant for assessment. KSDE is setting up a registration process. Susan shared that WorkKeys is open for any eligible work seeker. It is not available to high school students that are not job seekers.	It was brought up that this needs to be marketed to the parents, as well as the pathways with the students. This was moved to November because more information will be available at that time.
			Neil passed the gavel to Neeley for the remainder of the meeting.
1:25	Transportation Career Cluster Pathways Program of Study Approval	Ben Skillings shared with the committee the process of developing the Transportation Pathway. There are two strands to this pathway and two cluster design draft sheets.	Eddie moved to accept the transportation pathways and Dwayne seconded. Motion passed.
2:20	STEM Career Cluster Pathways Program of Study Approval	RJ introduced Kendall Workingteen from Derby High School. Kendall stated that they came up with four pathways for the STEM Cluster. They are Engineering & Applied Mathematics, Cartography, BioChemical, and BioMedical.	Maureen moved to accept the STEM cluster, Dan Yunk seconded. Motion passed. The group recommended that there has to be at the minimum a go meeting, not just email.
	Arts, AV Technology and Communications Career Cluster Pathways Program of Study Approval for Audio/Video Technology Pathway		This item was postponed until the next meeting.
2:30	*CTE Drive-In Workshops* – agenda, dates, and locations Debriefing/Summarize/Next Steps Meeting Adjourned	Robin passed out the postcards and informed about the Drive-in conference.	Committee was invited to attend. Dan moved to adjourn, Merlyn seconded. Motion passed.
			Next Meeting: November 17, 2010, Wichita *Career Clusters to be approved* *Annual meeting will be in January following the Summit*

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*Wednesday, November 17, 2010* *9:30 am* *Holiday Inn, 549 S Rock Rd., Wichita, KS (316) 686-7131*
Chair	*Neeley Carlson*	Recorder	*Matt Krehbiel, KSDE staff*

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X	Neeley Carlson	X	Jana Shaver	X	Mary Beth Warren	X	Maureen Toll
A	Patty Crowell	X	Rep. Ann Mah	-	Business CC	A	Dan Yunk
X	Eddie Estes, PhD	A	Rob Pearcy	X	Merlyn Spare	A	Ben Skillings
A	Neil Fisher	X	Dwayne Peaslee	-	Human Services CC	X	Mike Valdivia
X	Robin Harris	X	Corey Peterson	X	Sgt. Tony Stewart		

Approx. Time	**Agenda Items**	**Key Points Discussed**	**Expected Outcome, Action or Follow-up**
9:30	Welcome & Introductions *Neeley Carlson, Chair* Additions and/or Corrections to the Agenda		*Invited guests: Mike Sibley, Anderson County teacher; Jim Means, USD259 Administrator; Bonnie Duden, Registered Apprenticeships; Ron Blackwell, Chief of Wichita Fire Department, staff of Wichita fire and police departments.*
	Approval to the minutes	Changed minutes to reflect: The group recommended that if face-to-face meetings are unattainable, there has to be at minimum, web-based/ virtual meeting(s), not just email.	*Corey Peterson moved; Merlyn Spare seconded. Motion carried. Approved minutes reflect the change.*
	KSDE Updates and KACCTE Updates by Career Cluster area *Career Cluster Guidance Handbook*	Neeley updated information on the Kansas Education Commission. Discussion of journalism in Career Clusters occurred.	*Neeley Carlson will provide the recommendations when it becomes available.* *Update will continue for January meeting. Gayla Randel and Bill North provided a handout reflecting next steps for the Arts/AV Tech. Comm CC.*
	SREB's Preparation for Tomorrow participation 11.22.10	Matt Krehbiel extended an invitation and explained the project.	
	USDOE- OVAE Rigorous Program of Study Grant- Career Ready Kansas (CRK)	Robin reported the progress of the CRK grant. Jim Means reported how Wichita may implement the CRK grant. STEM Career Cluster Pathways is being aligned to reflect the requirements of the grant.	*STEM Career Cluster Pathways will be shared at the January meeting.*
	Arts, AV Technology and Communications Career Cluster Pathways Program of Study Receive Draft Design		*Bill North reported the status of the Arts, AV Tech Comm. CC pathway to be presented in January.*

11:00 Lunch	Law, Public Safety & Security Career Cluster Pathways Program of Study Approval	Sgt. Tony Stewart presented the 2 pathways: Security and Law Enforcement; Emergency & Fire Management Services.	*Dwayne Peasley—moved to approve; Mike Valdivia—2nd; approved unanimously. Motion carried.*
	Business Management & Administration Career Cluster Pathways Program of Study Approval	Mike Valdivia presented the Business and Management Pathway Implications to current pathways occurs as new pathways are developed.	*Susan Symons—moved to approve pathway; Bill North--2nd; Motion carried.* *Vote to approve changes in pathway/cluster; adding Bus Econ to all Business pathways* *Ann Mah—moved; 2nd-Corey Peterson; Motion carried.*
	Hospitality & Tourism Career Cluster Pathways Program of Study Approval	Neeley Carlson presented the Hospitality and Tourism pathways: 1. Travel &Tourism 2. Restaurant & Hospitality Services	*Corey Peterson--moved; 2nd—Dwayne Peasley with exception of application courses; Foundations of Travel/Tourism, Event Management will seek approval in January.*
	Government & Public Administration Career Cluster Pathways Programs of Study Approval	Representative Mah presented the Government and Public Administration Pathway	*Mike Valdivia--moved; 2nd—Bill North, Motion carried with the exception of application-level courses of Government.*
	Debriefing/Summarize/Next Steps	Discussion of importance of marketing. Subcommittee was formed of Neeley, Susan, Maureen, and Corey to include in Legislative Day on the Hill activities.	*Conference call scheduled for Monday, 11.22.10 with KACTE, KSDE, KBOR, & Commerce staff.*
3:30	Meeting Adjourned		

Next Meeting: January 19, 2011, Topeka, prior to KWS