

## Agenda - Week of 1/9/23

<p><b>Team Members Present/Role:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Emily Gaines</td> <td style="width: 50%;">Katie Jones</td> </tr> <tr> <td>Amanda Porter</td> <td>Lisa Stanley</td> </tr> <tr> <td>Chris Counts</td> <td>David Gustaverson</td> </tr> <tr> <td>Stephanie Shepherd</td> <td>Brad Launius</td> </tr> <tr> <td>Alex Dykes</td> <td>Angie Key</td> </tr> <tr> <td>Ashley Benson</td> <td>Jarrod Hemund</td> </tr> <tr> <td>Melody Gilleran</td> <td>Christy Ruffin</td> </tr> <tr> <td>Candace Mason</td> <td></td> </tr> <tr> <td>Lewis Hunt</td> <td></td> </tr> <tr> <td>James Lively</td> <td></td> </tr> <tr> <td>Steven Wages</td> <td></td> </tr> <tr> <td>Greg Mundy</td> <td></td> </tr> <tr> <td>Heidi Balliette</td> <td></td> </tr> </table> <p><b>4 questions:</b></p> <ol style="list-style-type: none"> <li>1. What do we want our kids to learn?</li> <li>2. How are we going to get them to learn it?</li> <li>3. What do we do if they don't learn it? (Intervention)</li> <li>4. What do we do if they do learn it? (Extension)</li> </ol>	Emily Gaines	Katie Jones	Amanda Porter	Lisa Stanley	Chris Counts	David Gustaverson	Stephanie Shepherd	Brad Launius	Alex Dykes	Angie Key	Ashley Benson	Jarrod Hemund	Melody Gilleran	Christy Ruffin	Candace Mason		Lewis Hunt		James Lively		Steven Wages		Greg Mundy		Heidi Balliette		<p><b>Norms:</b></p> <ul style="list-style-type: none"> <li>-Be respectful of everyone's time - honoring start and leave times</li> <li>-What happens in the leadership team meetings stays in the leadership team meetings</li> <li>-Be respectful of everyone on the team</li> <li>-Notes distributed for every meeting</li> <li>-Everyone participates openly, honestly, and transparently in all meetings as equally as possible</li> </ul> <p><b>Collective Commitments:</b></p> <ul style="list-style-type: none"> <li>-We will celebrate student success</li> <li>-We will provide a safe and respectful environment for students</li> <li>-We will make data-driven instructional decisions on student learning</li> <li>-We will participate in a communicative and collaborative environment</li> </ul>
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<p><b>Agenda items/discussion notes:</b></p> <ul style="list-style-type: none"> <li>● <b>Celebrations</b></li> <li>● <b>February CTE Month</b> <ul style="list-style-type: none"> <li>○ Highlight your programs/CTSO on social media</li> </ul> </li> <li>● <b>Business &amp; Industry Spring Meeting Dates</b> <ul style="list-style-type: none"> <li>○ January 18: Agriculture and Construction Advisory (morning)</li> <li>○ January 18: Business/CS/AV Advisory (afternoon)</li> <li>○ January 23: Sports Medicine Advisory (morning)</li> <li>○ January 25: FCS Advisory (afternoon)</li> </ul> </li> <li>● <b>Business and Industry Meeting Needs</b> <ul style="list-style-type: none"> <li>○ Contact each business and industry representative personally. Email is great but a personal phone call often hooks them</li> <li>○ Create your agenda with your team and know who will be introducing each part</li> <li>○ Manage your meeting time - your advisory participants will appreciate you honoring their time. If you say one hour in length, stick with that time frame.</li> </ul> </li> </ul>
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What follow up is needed based on the information shared at this meeting?

<p><b>Action steps and person responsible:</b></p> <ul style="list-style-type: none"> <li>● Each group should have a completed agenda today and placed in the shared CTE Team Drive</li> </ul>
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<p><b>Agenda items for next meeting:</b></p> <ul style="list-style-type: none"> <li>● CTE Regional Showcase</li> <li>● CTE Completer Banquet</li> </ul>	<p><b>Products/artifacts for next meeting:</b></p>
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<p><b>Reflection of norms:</b></p>	<p><b>Date of next meeting:</b> Next Full CTE meeting will be Monday, February 6th in Wolf Den</p>
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## Agenda - Week of 2/6/23

### Team Members Present/Role:

Emily Gaines	Katie Jones
Amanda Porter	
Chris Counts	David Gustaveson
Stephanie Shepherd	Brad Launius
Ashley Benson	Jarrod Hemund
Melody Gilleran	Christy Ruffin
Candace Mason	Angie Key
Lewis Hunt	Laura Hunt
James Lively	Lori Bush
Steven Wages	Donald Westerman
Greg Mundy	
Heidi Balliette	

### Guests:

Gary Troutman  
Gary Jackson  
Chuck Boyd  
Heath Miller

### 4 questions:

5. What do we want our kids to learn?
6. How are we going to get them to learn it?
7. What do we do if they don't learn it?  
(Intervention)
8. What do we do if they do learn it?  
(Extension)

### Norms:

-Be respectful of everyone's time - honoring start and leave times  
-What happens in the leadership team meetings stays in the leadership team meetings  
-Be respectful of everyone on the team  
-Notes distributed for every meeting  
-Everyone participates openly, honestly, and transparently in all meetings as equally as possible

### Collective Commitments:

-We will celebrate student success  
-We will provide a safe and respectful environment for students  
-We will make data-driven instructional decisions on student learning  
-We will participate in a communicative and collaborative environment

### Agenda items/discussion notes:

- Celebrations
- February CTE Month
  - Highlight your programs/CTSO on social media - Please place your items on the [February CTE Month Social media Calendar](#)
- Spring Business & Industry Meetings Highlights and Reflections
  - January 18: Agriculture and Construction Advisory (morning)
  - January 18: Business/CS/AV Advisory (afternoon)
  - January 23: Sports Medicine Advisory (morning)
  - January 25: FCS Advisory (afternoon)
- Business and Industry Meeting Highlights and Reflections from Fall and Spring
  - Share lightbulb moments, industry needs, and commitments made
  - How this is changing the approach to your courses and programs
  - What has your program area already done and how is that impacting your students?
  - What are your next steps for this year and how do you plan to continue these efforts into next year?
- What are the commonalities between our business and industry input and requests and what are our next steps for ALL CTE courses and programs?
- CTE Regional Showcase is February 23rd
  - [LH CTE Regional Showcase Schedule](#) - work in progress
  - All Middle School/JH/High School CTE Teachers should attend if possible.
    - Can we have two middle school CTE students at the showcase to share about their courses?
    - Can we have two Junior High Career Development students at the showcase to share about their course?
- Scheduling Conferences - April 7th
  - How are you promoting your courses and programs?
  - Could we promote at Parent Teacher Conferences?
  - [2023-2024 Course Guide](#) - Please review the CTE section; any changes or additions need to be given to Amanda Porter by Friday, February 10th.
- March 10th - Mock Interviews for all Level 3 students
  - Porter needs class periods and exact numbers from each of you that teach Level 3 courses or students to be included in the mock interview process. I am working on a schedule but accurate numbers will be important.

What follow up is needed based on the information shared at this meeting?

Action steps and person responsible:

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Agenda items for next CTE meeting or Program area/building level meetings:

- Using Workplace Scenarios to build projects for our classes
- Preparing students for Mock Interviews
- CTE Regional Showcase
- CTE Completer Ceremony

Products/artifacts for next meeting:

Date of next meeting:

Next Full CTE meeting will be Monday, March 6th in Wolf Den

JH/HS CTE will meet in program areas on February 13 and February 20. All groups will meet in Wolf Den.

- 8:05 AM Start Time
- CTE Teachers to visit with Porter and Boyd during prep periods on 2/6 to discuss integrating industry input into class projects
- Celebrations:
  - FBLA week festivities; middle level meeting
  - JROTC students receive scholarships
  - FFA judging and competitions start today
- Sign up for CTE month social media schedule (linked above)
- #LHCTE
- Business and Industry Meetings
  - Agri and Construction
    - Business/Industry: “We need labor in the workforce that have communication and work-force readiness skills.”
    - Connecting students to local industry and getting them internships/jobs
    - Cobalt, Triumph, Keith Rucker, Vet, Forester–attendees
  - Sports Med.
    - Dentist, Surgeon, LH Health and Rehab (CNA), NPC, CHI–attendees
    - Increasing use of Google Sheets
    - Ethics scenarios need to be pushed
    - Students should be able to get more in-person experience with Covid calming down

- Business/CS/AV
  - CHI, Design Lab, Caliks, UALR Machinery student organization, Oaklawn—attendees
  - Goal—implement work-based learning once a month with business/industry partners
  - Receiving scenarios from business and industry and using them on writing Wednesday
  - Former EAST student coming to speak about experience as a student
  - Teacher externship possibilities at CHI and Oaklawn
- FCS
  - Dietician, Child Care Directors, CSO Arkansas, Oaklawn, PT Culinary—attendees
  - Confirmation of certification use
  - Boost education on communication (mock interviews, phone calls)
  - Industry wants to judge some events for FCCLA and Ed. Rising
  - Further work with CSO Arkansas—employment opportunities for current and former students
- Chuck Boyd progress report:
  - Growth in tracking student achievement
  - Doing better with tracking certifications
  - Improved communication with business and industry
  - Porter’s position has been very helpful in growth
  - Moving forward—teacher externships will be important; bring in more guest speakers and put students in more externships/field experiences; spend more time on workplace readiness (responsibility, communication); development of workplace scenarios to better prepare students
- Gary Jackson (with the Chamber)
  - High value in early starts, like we do with middle school
  - Remove simulate and replace with duplicate—the closer we can get to an actual workplace, the better (how can we give students a leg up?)
  - Let students explore their options
  - Connect school districts to share knowledge, opportunities, and resources
  - There is a big industry movement coming (Jones Mill); the site (with many different types of industries) will be ready for new building in November.
  - Information share once a quarter between the 7 county schools
  - ACT WorkKeys implementation will be important to show readiness to developers.