



# Education Advisory Group

Kalamazoo and St. Joseph Counties

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## Meeting Notes

April 26, 2002

### **Call to Order**

Vice-Chairperson Claudia Pahls called the EAG meeting to order at 8:15 a.m. at the St. Joseph County Intermediate School District, Centreville, Michigan.

**Members Present:** Tom Conor, John Dillworth, Jim Harrington, Kevin Hollenbeck, Marsi Liddell, Craig Misner, Barb Niblock, Mary Oudsema, Claudia Pahls, Casey Putnam, Sandy Standish, and Bernie Stankewicz.

**Staff Present:** Kathy Olsen, Craig Schreuder

**Required for Quorum:** 11      **Attendance:** 11      **Quorum Achieved:** Yes

### **1. Approval of EAG Minutes**

A motion was made by Kevin Hollenbeck, and supported by John Dillworth, to approve the minutes of the October 26, 2001 joint meeting of the Education Advisory Group and Workforce Development Board. The motion carried.

### **2. EAG Ad Hoc Committee on EAG Roles and Responsibilities**

Mary Oudsema initiated discussion of the recent activities of the Ad Hoc Committee by describing the background and charge given to the Ad Hoc Committee. (Copies of the minutes of the Ad Hoc Committee were enclosed at Attachment 1 of the EAG Meeting Packet). She indicated that several issues appeared to be of most importance:

- a. Communications linkage between the EAG and the region's school districts.
- b. Establishing the EAGs awareness of career development activities being implemented in the region.

#### Promoting "Best Practices"

Mary indicated that there are significant career development initiatives taking place in most school systems. However, there doesn't appear to be a forum to share these accomplishments with other districts, the EAG or the WDB. As a means of highlighting accomplishments and making a more effective connection between the EAG and the educational system the Ad Hoc Committee recommends that the EAG request each school district to make a formal presentation to the EAG on career development activities taking place in their districts. The presentation is recommended to follow a generalized format:

- a. The superintendent and staff would make a presentation of 15 minutes at an EAG meeting highlighting one or more career development activities within their districts.
- b. The oral presentation would be preceded by the preparation of a written narrative of the districts career development activities. The written description would be submitted to the EAG prior to the presentation to give the EAG a perspective of the district's activities.
- c. Two or three districts would be scheduled for each EAG meeting.

Superintendent Membership on EAG

Mary indicted that the Committee would also encourage the addition of additional school superintendents to the membership of the EAG to engage them more directly in the overall EAG activity. It would also provide a forum for Superintendents to provide the EAG with feedback. The Committee recommended the addition of one large and one small school district from each county if the interest could generate these numbers.

There was additional discussion on the manner in which the communications factor could be strengthened. Kevin Hollenbeck raised concern that the “political base” lacks an understanding of the career preparation system. Many school leaders don’t know what’s going on in their districts with respect to career preparation initiatives. He indicated that without their understanding they are not able to provide the support that is necessary to enable the career preparation initiative to become fully implemented within the school systems and in the community.

Other members indicated that it might be helpful to target larger audiences in the community with the district presentations of best practices by having the EAG promote the “best practices” to larger forums such as business and service groups, parent organizations, by inviting the district’s school board to the presentations, and by sponsoring a forum for the regional Career Prep Coordinators to exchange ideas and practices, etc.

A motion was made by Bernie Stankewicz and supported by Sandy Standish to accept the recommendations of the EAG Ad Hoc Committee. The motions carried. The staff will attempt to identify one or two districts to participate in the next scheduled EAG meeting on August 23, 2002.

**3. GAP Analysis**

Craig Schreuder reviewed the information distributed on the *GAP Analysis Report* that was completed earlier this year. A copy of the full report was distributed to each EAG and Regional Leadership Team member. Craig presented some general observations:

- ▶ The higher the level of respondent group, the higher the “positive” response to the range of topics addressed.
- ▶ Average scores appeared to increase at each progressively higher educational level. This is consistent for all respondent groups. Further, both the number of disparities and the range of variance in responses for similar topics reduced at each higher-grade level.
- ▶ The statements/questions that received “below average” scores were consistent with the statements/questions that also recorded the “negative deviancies.” Further, the statements/questions in these categories were generally consistent throughout the grade levels

Craig indicated that several areas appeared to reflect more significant variances than others:

- ▶ Assisting students to choose and record a career pathway
- ▶ Teachers and counselors receiving professional development in career pathways
- ▶ Career awareness activities cover a broad range of careers in all pathways
- ▶ Students are informed about opportunities for career and technical education in high school
- ▶ Student revised or developed their initial EDP when they entered the 9<sup>th</sup> grade
- ▶ The EDP is revised every year.

#### 4. Career Initiatives Alignment for 2002/2003

Craig described the Career Initiatives Alignment (CIA) as a process that incorporates three major secondary career development programs into one initiative: The Carl Perkins Career Technical Education program, Carl Perkins Tech Prep program, and the state funded Career Preparation system. Each of the three programs have long-range and an annual plan requirements. All of the programs share one or more areas of priority. The CIA Plans for 2002/2003 were briefly reviewed:

##### a. Career Preparation System Annual Plan

The Michigan Department of Career Development/Office of Career and Technical Preparation (MDCD/OCTP) have substantially revised the priorities for the Career Preparation System. Specifically, the state is requiring all regions to initially focus on two priority areas during the three-year planning cycle: Career Pathways and Education Development Plans.

##### b. Carl Perkins Career Technical Preparation (CTE)

The Carl D. Perkins Vocational and Technical Education Act of 1998 focuses on strengthening academics and career and technical education skills through high standards and curriculum integration, broadening professional development and technical assistance opportunities for career and technical education administrators, and linking secondary and postsecondary career and technical education programs. Emphasis is placed in increased accountability, including measures for all of the individual members of special populations.

##### c. Tech Prep Annual Plan

The Carl D. Perkins Vocational and Technical Education Act of 1998 Tech Prep provides funding to consortia of local educational agencies and postsecondary institutions for the development and operation of 4-year programs. Each Career and Technical Education (CTE) program identified for support under Tech Prep is carried out under an articulation agreement between the secondary and postsecondary institutions. It consists of the 2 years of secondary school preceding graduation and 2 years of higher education, or an apprenticeship program of at least 2 years following secondary instruction.

There was brief discussion of the plans and the specific activities that are included in each. Kevin Hollenbeck asked if follow-up is done to document achievements. Marsi Liddell also indicated a need to identify where our region's performance is in relationship to the state and others to see how well we are doing. Craig indicated that "benchmarks" are established for each of the programs. The CTE and TP program benchmarks are established at the federal level, with specific performance goals for the state and local regions.

The Career Preparation System has nine separate components. Specific benchmarks established for each component. The Kalamazoo-St. Joseph Long-term Career Prep Plan established two priority areas: Career Pathways and Education Development Plans. As a matter of gauging progress an "End-of-Year Report" is prepared for each of the programs. This report will be presented to the EAG in August. Kevin asked that the staff prepare an analysis of the information and indicate areas that need to receive greater attention. This may be in addition to the state required report and numerical data.

Following this discussion, a motion was made by Craig Misner, and supported by Barb Niblock, to authorize the Education Advisory Group Chair to sign appropriate document(s) required by the Michigan Department of Career Development (MDCD) to approve the 2002-2003 Career Initiatives Alignment (CIA) Plan, the Career Preparation System Annual Plan, the Perkins Career and Technical Education Annual Plan, and the Perkins Tech Prep Annual Plan. The motion carried.

**5. Postsecondary Career and Technical Education Annual Plan**

Craig indicated that, in addition to the secondary career and technical education programs, each of our region's community colleges also receives funds for Career and Technical Education. The purpose of the Postsecondary Perkins CTE program is to develop more fully the academic, vocational, and technical skills of postsecondary students who elect to enroll in vocational and technical education programs. Emphasis is placed on increased accountability, including measures for all of the individual members of special populations.

Following brief review of the programs proposed by the two community colleges a motion was made by Kevin Hollenbeck, and supported by Bernie Stankewicz, to authorize the Education Advisory Group Chair to sign appropriate document(s) required by the Michigan Department of Career Development (MDCD) to approve the Postsecondary Perkins Career and Technical Education Annual Plan for Glen Oaks Community College and Kalamazoo Valley Community College for 2002-2003. The motion carried. Marsi Liddell abstained.

**6. EAG By-Laws**

Craig indicated that since the EAG was formally established in 1998 significant changes have occurred with respect to the roles and responsibilities of the EAG. Membership composition requirements have changed and the Workforce Development Board formally incorporated the EAG as a standing advisory body of the WDB.

Because of these events, and the fact that some of the organizational structures identified in the original EAG By-laws have never been formally implemented or have structurally changed, there is a need to revise the current EAG By-Laws. Craig asked that a small committee of EAG members be established to review these changes and recommend revisions to the current EAG By-Laws. Marsi Liddell and Kevin Hollenbeck volunteered to sit on this committee. Jay Newman was also nominated to participate. Staff will confirm his interest.

Relative to the revision of the bylaws, there was brief discussion on the importance of establishing a strong EAG presence in our community. This may be more important now especially in view of current efforts at the state level to change the manner in which the Michigan Department of Career Development and the Michigan Works! System is established in State government. The legislature is debating a proposal to make the MDCD and Michigan Works! System a legislatively established structure. It currently exists as a result of Executive Order.

A number of the EAG members indicated that the broad educational community is opposed to this move.

**7. Next Meeting:** The next scheduled meeting of the EAG is August 23, 2002 at the Kalamazoo Regional Educational Service Agency in Kalamazoo.

**8. Adjournment:** Claudia Pahls adjourned the meeting at 9:45 am.

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Craig Schreuder  
MWA Deputy Director  
EAG Staff Consultant

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Date

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Roger Lentini  
Chair, EAG

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Date