



Education Advisory Group

Kalamazoo and St. Joseph Counties

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Meeting Notes

August 23, 2002

Call to Order

Chairperson Roger Lentini called the Education Advisory Group (EAG) meeting to order at 8:15 a.m. at the Kalamazoo Regional Education Service Area, Kalamazoo, Michigan.

Members Present: Tom Conor, John Dilworth, Jim Harrington, Roger Lentini, Marsi Liddell, Lois Millet, Craig Misner, Jay Newman, Mary Oudsema, Casey Putnam, Sandy Standish, and Bernie Stankewicz.

Staff Present: Craig Schreuder

Required for Quorum: 11 **Attendance:** 12 **Quorum Achieved:** Yes

1. Approval of EAG Meeting Notes

A motion was made by Jay Newman, and supported by John Dillworth, to approve the Meeting Notes of the April 26, 2002 meeting of the Education Advisory Group. The motion carried.

2. Career Initiatives Alignment Plan end-of-Year Reports for 2001/2002

Craig Schreuder presented the CIA End-of-Year Reports for Career Preparation, Perkins, and Tech Prep. The reports identify actual performance compared with the goals that were established in the program plans at the beginning of the year. In reviewing the handout Craig indicated that some of the data presented in the reports are preliminary because field staff are currently confirming the report data.

Craig indicated that the variance between the actual achievement and their respective goals varies considerably between individual programs. The Career Preparation System resulted in a substantially larger number of unachieved goals. Several factors contributed to this result: quantifiable goals, in many cases were over ambitious, particularly for activities where program staff doesn't have significant control over the environment; completion of some activities wasn't fully achieved prior to the end of the reporting period of June 30, 2002, etc. These are still being addressed, but will be completed this year rather than last.

During discussion of the report several EAG members raised additional questions and made observations:

1. Sandy Standish indicated that the implementation of many activities required the endorsement of many school staff not currently linked to the Career preparation system. In some cases the activities proposed don't align well with the "reality" of the school-world in some districts. It was suggested that this may be minimized if more school staff (beyond those participating on the Regional Leadership Team) were involved in the preliminary planning process rather than after the activities have been developed.
2. Jim Harrington asked whether the staff would provide some additional assessment, beyond the information provided in the report, that highlight any significant programmatic gaps that may remain in the programs and whether we had comparative data from the most recent years and/or other areas in the state that we address.

3. Mary Oudsema commented that students in the 8th grade need to be aware of what is expected in the high school environment and be prepared to establish their high school choices before they leave the 8th grade. Discussion ensued regarding what is occurring in some districts. There was some additional explanation provided on how the high school planning process is initiated in the 8th grade but begins to take hold during the early part of the student's 9th grade experience. It was also noted that the process differs between school districts. High school orientation and planning process takes place immediately in some districts and, in others is, spread over the first semester.

Craig indicated that he would prepare an additional analysis of the program's 2001/2002 progress. He also indicated that as the data for the End-of-Year Reports is finalized he distribute an amended End-of Year Report to the EAG members.

A motion was made by Jay Newman, and supported by Craig Misner, to accept the Career Initiatives Alignment Plan End-of-Year Reports for 2001/2002, as amended. The motion carried.

3. Presentation of EAG By-Laws Revisions

Marsi Liddell provided an overview of the activities of the EAG Ad Hoc Committee for By-Laws Review. She presented the committee's recommendation for revisions indicating that the committee did not try to address major issues in the by-laws, but focused on recommending revisions that align the by-laws with state policy changes and actual practices and removal of redundancies within the by-laws, etc. During discussion several observations and suggestions were made:

- a. The members noted a number of areas in the by-laws that are more subject to periodic change than others such as composition of the membership. Some members with greater familiarity with organizational procedure indicated that by-laws are intended to be broadly stated (i.e., as opposed to providing significant detail) and be used to establish a "stable" framework. Additionally, they are intended to be more formal. In response to a question regarding the requirement for EAG By-Laws, Craig indicated that no state policy requires the EAG to have by-laws. However, it is a local decision.

Based on these discussions, it was recommended that the EAG By-Laws be changed to EAG "Operating Procedures" with flexibility to be adjusted as the need might dictate.

- b. It was recommended that section 5 "Membership" be revised to identify which of the composition elements are required by state policy and those established by the EAG. Additionally, it was recommended that the Operating Procedures identify specific membership representation within the respective areas.
- c. Additional changes to language and order of presentation were recommended. The recommended editorial corrections will be included in the final draft.

A motion was made by Jay Newman, and supported by Craig Misner, to accept the EAG By-Laws Revisions recommended by the Ad Hoc Committee, as amended. The motion carried.

A copy of the revised EAG Operating Procedures will be forwarded to EAG members when they have been completed.

4. Request for Endorsement of New Programs (St. Joseph)

Craig presented a summary of the request from the St. Joseph County ISD seeking EAG endorsement for filing an application for the development of three new Career Technical Education programs: Drama/Theatre and Stagecraft; Manufacturing Technologies; and Teacher Intern. Craig explained that EAG endorsement is one of the early steps in the approval process that is initiated with a Letter of Intent to the Michigan Department of Career Development. If the Letter of Intent is approved by the MDCD, a series of additional steps will be set in motion including: Further investigation, curriculum development and additional review. Advisory groups consisting of business and educational representatives drive curriculum development for each program.

During discussion of the three programs EAG members observed that the Manufacturing Technologies summary appeared to omit the identification of some significant occupational options within the broad area of Manufacturing Technology. During discussion, staff commented that the summary prepared for the EAG represented only a snapshot of the program's scope, but the actual program instruction would be addressing the elements mentioned by EAG members. These include the identification of Machinist and Design/Engineer as occupational choices within the Manufacturing Technology program cluster.

A motion was made by Marsi Liddell, and supported by Craig Misner, that the EAG endorse the Letter of Intent for the development of new CTE programs for Drama/Theatre and Stagecraft, Manufacturing Technologies (as amended), and Teacher Intern and authorize the EAG Chair to execute required documents. The motion carried.

5. Implementation and Impact of Career Pathways in Michigan

Craig shared with the EAG a recently received document titled "*Implementation and Impact of Career Pathways in Michigan – Final Project Report*", prepared by the Michigan State University Program in Public Policy and Administration. The report surveyed 380 Michigan school districts with 98 responding, including most of the 18 school districts in the Kalamazoo-St. Joseph Michigan Works! Area. The report's key findings were:

- Career Pathways implementation is growing in diverse manners with the methods of implementation almost as diverse as the number of schools adopting the Career Pathways concept.
- The implementation of Career Pathways in Michigan school districts is more extensive than previously thought noting that 86 (89%) of the responding districts were in the process of implementing Career Pathways compared to 17 districts identified one year ago.
- Career Pathways implementation appears to coalesce around one general model of implementation within the 6 career pathway structure.
- The form for integrating technical and academic curricula was not well defined and varied widely between school districts.
- School districts reported that there have been few structural changes resulting from Career Pathways. This included little staff reorganization, no major school "remodeling", etc.
- Career Pathways has been a significant basis for block scheduling. Forty-four percent of the schools reported that their high schools use block scheduling. Nearly one-third reported that schools changed schedule, length of class session, school day or school year due to Career Pathways.
- Continuing state funding is critical to ensure implementation of Career Pathways.

A complete electronic copy of the report is available at the Michigan Works! office for those interested in reviewing additional detail.

8. Next Meeting

Craig indicated that the approval of the new EAG Operating Procedures established an Executive Committee. One of the roles of the committee is to establish an annual meeting schedule. Unless there is an impending need for the EAG to meet, their next meeting will follow an organization meeting of the EAG Executive Committee.

9. Adjournment

Roger Lentini adjourned the meeting at 9:45 am.

Craig Schreuder		Roger Lentini	
MWA Deputy Director	Date	Chair, EAG	Date
EAG Staff Coordinator			