**Northwest Wisconsin Career Prep Consortium**

**January 25, 2019 – 9 a.m. to 12:00 p.m.**

**ITV (See Locations/Rooms below)**

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| **Agenda Item** | **Responsible Party** | **Discussion/Information** | **Actions/Outcomes** |
| Welcome and Introductions | Jeanne Germain | Present: Leslie Bleskachek, Pam Brunclik, Jessica Hycnar, Connie Erickson, Jim Erickson, Jeanne Germain, Melisa Hansen, Natalie Landgreen, Jim Lee, Ramona Lockwood, Dede Maki, Christy Roshell, John Will |  |
| **Career Prep Updates** |  |  |  |
| Dual Credit Update | Natalie Landgreen | Dual Credit Day (DCD) was held on October 24, 2018 at WITC-Rice Lake. There were 37 high school teachers in attendance, representing 24 schools. As a result of DCD, 21 new Dual Credit classes were approved for the 2019-2020 academic year, as well as 18 Advanced Standing classes.  For the 2018-2019 academic year, we are currently administrating 464 total course agreements. |  |
| Academies Update | Jeanne Germain | For fiscal year 2019 there are seven Dual Credit Academies running, including two Welding (Rice Lake and New Richmond) three Construction Essentials (St. Croix Central, Hayward, Clayton) one Financial Services (Siren), and one Automotive Technician (Superior).  Prediction is all but the Clayton Academy (who will consider again for 20-21) will run again next year. Automotive Technician is completely dependent on student interest. With the main instructor retiring in June, we are contacting surrounding school districts to see if there is support to continue next year.  Six new academies will be added for the 2019-2020 school year. Bayfield (Construction Essentials), Chetek-Weyerhaeuser (Welding), Hayward (Financial Services), Hudson (Financial Services), Rice Lake (Construction Essentials and ??). New requests will be considered for 20-21.  There is a demand to increase CNA classes held in high schools, as they can be flexed to fit into the various high school schedules. The challenge is finding qualified instructors. Cumberland Ladysmith Unity Grantsburg.  Recently had SCC approved but don’t yet have an instructor. For next fall Amery, Hudson and Turtle Lake.  Ramona shared that their Interim District Administrator is interested and looking for funding to create a standing classroom.  Leslie shared that in Hudson they are meeting with the Associate Superintendent and Director of Teaching and Learning. Currently there is no opposition and she feels it’s going to be a go. They are currently working out details. |  |
| High School Relations Report | Jeanne Germain | [https://www.witc.edu/sites/default/files/inline-files/2018%20WITC%20High%20School %20Relations%20Report\_eVersion.pdf](https://www.witc.edu/sites/default/files/inline-files/2018%20WITC%20High%20School%20Relations%20Report_eVersion.pdf) | We will send hard copies out to the committee. Highlighted grant sponsored as well as any partnerships with schools.  Any questions?  Ramona: Externships traditionally promoted to CTE instructors. Are they open to all instructors now? Yes, they are open. Ramona feels this is great news. Are there still openings for summer? Yes. We will get postcard out  Connie wants a copy of marketing piece who can hit PAC meeting. Externship postcard.  Jim L: what is the pulse? Four day Healthcare careers camp in june run by AHEC Brad gingris facilitates. Kicks off at WITC. Dental assistant, ota, nursing gerontology, MA. Hands on activities. Rest of week they go to UofM hospitals, abot northwestern, veterinarians, chiro, homeopathic. All things healthcare. Specirfically target students who have shown an interest in the healthcare professions. Limited to 25 students in the st croix county area. Through the grant we can cover stipends and expenses for instructors for the day.  Seeing increase in graduates enrolling next fall who attended academies. Process for tracking will improve this next year.  Currently Welding and automotive have highest rate of coming directly into program.  Contrcution essentials we haven’t had a lot, mostly because of proximity of where programs are held (RL). This yeart we have Hayward construction essentials which provides an easier transistion for kidsd to go to RL.  Compulsary Attendance contracts – Jim L asked ???  Questino for Jim L and Connie – discussions with Chetek mentioned an option of a technical HS diploma. Are they being considered at any other schools? |
| **Grant Activities/Budgets** |  |  |  |
| Career Days/Events | Jeanne Germain | Many events were held throughout the fall. New Richmond and Superior held career days, where overall approximately 600 students in WITC region participated.  Ashland and Rice Lake hold career days in February. Rice Lake also holds career day for middle school students.  Some schools in our district are considering sending Juniors here for ACT testing. |  |
| 2019-20 Grant Budget | Jeanne Germain | Jeanne shared we have spent 33% of the grant thus far. Though we would like to be at 50%, there are always final events in June that tend to even out expenditures. Textbook reimbursement requests are being sent to the high schools where courses have been recently approved, as the grant can cover textbooks for newly articulated courses.  Have facilitating the future, teched for teachers, the pulse. The current budget will be spent.  Leslie asked if the grant can reimburse a subscription instead of a textbook.  Stipends for FTF – action plans come out of next year’s grant. Applied to when it happens. 8 have completed – an bill will come.  Grant app is a little different now – covers three of four objectives, we also now report which of the guided pathways domains each of our activities falls within. For example, page 3 – those are the domains we have to report to. We weren’t given task to cover all, but we are covering them all in some way. Not a lot has changed. Continue with articulation, dc, expenses of development of academies, youth skills courses and camps (Pulse). We also will be assisting with “Fire up for Fire” – residential fire camp at boy scout camp in Haugen.  Potential ?? boot camp.  Transportation and consumables covered and food for students during activities  College and FA nights – we cover cost of food and printing on campus.  These meetings – any expenses.  Added in new – high schools had their own type of career day (academic and career planning for teachers) where we can fund food stipends and consumables. It’s like a career day for the teachers, especially beneficial for general studies teachers.  We have siren and RL are working to get theirs scheduled for this spring. Several school districts have expressed interest.  Counselor externiships: Ashland has agreed to host HS counselors.  Educator externiships  FTF, etc.  ACP partnering workshops very successful – work well together  Only thing new – going to try to host more school district personell on our campuses – a lot of benefit and interest. Raises awareness of whats happeningin the workforce, add to ACP.  Christy: page 10 talk a little bit more : activity B under measurable objective 3 – advanced standing outreach. We are currently very well dialed into our DC students. Giving them info on the benefits of the DC they received in high school.  We have a lot of AS students that we have not brought into the fold. So, after polling with counterparts in the state to see what they are doing to reach out to the AS students. Give the students a certificate? Try career specialists out for special activities with them? Brainstorming how we can touch them more. It’s an untapped group of kids. They may not understand they have the opportunity to earn those credits. Main focus for next year. Maybe ask for rosters from teachers for those kids. Falls under our strategic plan of increasing FTEs as well.  High school transcripts are supposed to tag those courses, but not all schools currently do this.  John Will – said it’s upgrading their system is on their list of things to do but it is not a priority. Also, some students don’t come directly out of high school so they’ve forgotten and its not on transcript.  Dede said we often don’t get the hs transcripts from many students.  We are open to suggestions on this.  Maybe survey our counselors to see if, based on their review of transcripts, which schools perhaps have those notations and which don’t. John asked Dede to documents which schools list earned college credit on transcripts and those who aren’t. Dede has meeting in a week and half – will add to agenda. (Amery does it – when grades submitted to WITC – a copy is given to counselors and it is put in the transcript for each student.)  There are new requirements for roster data (jim lee) – this may help with this issue. He thinks certificates were issued at one time.  With career cruising/zelo = are students scanning in their certificates earned, anything into a portfolio? Our perception of it may be different than the students’ perception.  FTF lower interest. On course is a requirement (particularly new faculty) and building bridges will be focused on this summer. WITC instructors need prof development are in “currency” which may be really hard for general studies instructors. So there is approval for our instructors to attend building bridges for the currency piece. |  |
| Partner Updates | All | Ramona: thank you for inservice – it was awesome. Good to get non CTE folks out to see what’s happeninig. Also took staff on business tours – very good opportunities. Workign to get nursing asst class at amery. She will encourage staff to try externships. More core areas – very valuable for them to get out in workplace. Excited it can be offered to all of the staff.  Also, district has a new pay scale that includes proff development – so she will encourage staff to encourage them to take prof dev – so may see more folks inttrested in ftf .  Leslie – hopiong to have a cna class – and business mgmt.. outlook is coming this summer so need to learn Microsoft (they are a google campus). Raiderworks – students take in projects. Construction delayed things. Customer service class is working with WITC. Business and industry is already seeing the benefits of the customer service class. Very positive results. Looking at using the 3 dredit cust service class (beyond the 1 credit). New superintendent used to be a CTE instructor – a lot of good conversations are happening – but WI may be different than his previous environment. Lots of support for CTE. Very supportive administrative team. Helpign students understand the pathway – counselors are still somewhat unfamiliar with CTE.  Course Carosel will prmote WITC business management course. Get word out to parents.  Jim E – hosting first Tech Ed dept open house and combining with ACP night. Drawings, raffles, etc. one prize is 3D printer. Wonderful connectiosn with local businesses to donate prizes. ACP night is 6-12 grade parents holding a round table sessions 0- trying to combine scheduling for classes to increase parent involvement. CaREER Cruising – it’s a starting point – a conversation point. He just wants kids to talk about it. Get students and parents talking.  First time combinging open house with ACP so excited to ctreate a good turnout.  Connie – in process of replacing Brenda. Excited to hear about Leslie and others talk about getting teachers out to tours in the community. Looking at follow up activity to support teachers who do building bridges. Maybe a part of summer FTF. Also working on UW stout – nervous about retiring staff in CTE and finding replacements. Looking to support that issue. Is there a way we can create a program of support for new CTE educators. More difficult to find high quality people working in CTE programs as educators. Hoping to build that into FTF – would be a proactive way to work on that collaboratively with the school districts.  Jim L – in process of working with districts carl perkins grant ?? workshop went well. Career cruising training days set up for april. They have a request to look at developing some form of ACP SCL curriculum grading workshiop – having discussion on that. Distrcits gearing up to wise data system – way to connect directly SYS pushed through the state data warehouse – generates dashboard data for schools who submit data. The whole roster piece CTEERS playing with how schools can use that information. All those pieces put together – using that data to ???  Pam B – three weeks on the new Dean. Excited to expand some of academies. First Financail Servidces customer rep – first one in siren and already have interst with two other high schools. Workign with leslie on buseinss mgmt. academy. Anticipating growth as more schools learn about them.  Christy – new programs for next year  NR campus:  Vet tech NR #s for next fall are really good – we are maxed out with a waiting list  Utility construction tech – expanding to 2 year  Entrepreneur – customizable format  It network security/? Security – modifaction of current it specialst program (RL, NR, ASH?) Waiting final approval  Farm operation 1 year (RL, NR, ASH) modifaction of farm business program  ? pathways program: livestock production, ag business  HVAC – two pathways aprovals – refireg essentials and hvac installation tech  Construction and cabinet making – architect woodworking  Dede – superior – Stephanie Erdman – vp and CA  Machine tool program is reorgainizing schedule – condensing the two years to 17 months and go year round – starts next jan.  In open enrollment – have had mahy students come through the new enrollment app process. Working well.  New math and writing labs are up and running and students are taking advantage of it.  Jessica – operate the Wheel of Youth – target out of school youth – those who have graduated from hs. But also, within the hs – career exploration event for middle school – about 2000 students in may. Offer short term training academies.  Support staff for Manufacturing Works - go to high schools and talk about manufacturing careers. Creating a pre-apprentiship within welding program (CVTC) and plastic mold injection (WITC). Roll into an apprentiship after – waiting approval from the state.  Melisa Hansen – new role in RF. Helpiong parents understand process. Updated academic career planning guide. Business students working to transition cluster section. Work to streamline outcomes from MS an dHS. Working on college fair. Find Your Future week – for example, informational sessions for Start College Now, etc.  Career Fair at Middle school – all 16 clusters represented. Offering studernts and parents prep resources for testing. Academies – planning with students for next year. Continuing current academies and looking to add more. CTE – looking at some common marketing, strengthening business partnerships. Youth apprenticeship – gaining traction and many great ideas after conversations with business partners. A hiring Fair coming up. Excited to bring students to WITC campus to participate for professional preparedness.  Jim L ? Looking for resources and program concepts to help teachers interested a youth run enterprise for 5th and 6th graders. Dede suggests checking with UW extension for possible curriculum or boys and girls club.  Need a formal approval of grant  Motion of approval: Jim Lee will make motion  Second: Melissa seconded  Motion to approve grant application as presented.  Any concerns? None  No nays. |  |
| Next meeting dates |  |  | April 11, 2019 at WITC-Shell Lake  October 3, 2019 at WITC-Rice Lake |
| Adjourn |  |  |  |

**Meeting held via ITV at the following locations:** WITC-Ashland Room 106 • WITC-New Richmond Room 1323 • WITC-Rice Lake Room 122 • WITC-Superior Room 115B