	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*January 21, 2009* *8:30-11:00 am* *Capitol Plaza/Manor Conference Center, Topeka, Kansas*
Chair	*Corey Peterson*	Recorder	*Jessie Cornejo, KSDE staff*

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)

X	Bill North	A	Steven Johnson	X	Victoria Purvis	X	Susan Symons
X	Neeley Carlson	A	Jana Shaver	A	Bennie Salkil	X	Maureen Toll
X	Patty Crowell	A	Ann Mah	X	Jim Schwarzenberger	X	Dan Yunk
X	Eddie Estes, PhD	A	Rob Pearcy	X	Merlyn Spare	A	Nick Sallas
X	Neil Fisher	A	Dwayne Peaslee	X	Sharon Spratt	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**
8:30 am	Welcome & Introductions *Corey Peterson, Chair*		*Corey opened the meeting by having introductions.*
	Career Clusters Development Process *KSDE staff and members*	Career Clusters Development Plan --industry–recognized credentials --plan for pathway approvals --validation of cluster/pathway Knowledge and skills	*Peggy Torrens gave an update on what she is doing on her cluster development as an example for all career clusters area. A handout was provided to offer guidance.*
	Plan of Action *Members report any recent progress*	Roles and Responsibilities of Members	*Dr. Janice Craft, facilitated discussion on roles and responsibilities of KACCTE members. It was determined one of our first year success factors will be identifying industry-recognized credentials & certifications by each cluster area.*
9:30	Clarification of KACCTE purpose and mission *Facilitated by Dr. Janice Craft, KSDE*		
10:30	Recognition of past and current KACCTE members		*Consultants are to meet with KACCTE cluster chair by next meeting to begin cluster process.*
11:00	Debrief/Summarize/Next Steps Photo opportunity for news release Adjourn to Workforce Summit		*Former members were recognized with plaques of appreciation. Photos taken with Dr. Posny.*

			Next Activity: Kansas Workforce Development and Career Cluster Institute, February 23-25, 2009, Wichita, Kansas
			Next Meetings: April 23rd, 2009 ; August 2009; October 2009

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*April 23, 2009* *10:00-3:00PM* *Marianna Kistler Beach Museum of Art* *Manhattan, Kansas*
Chair	*Corey Peterson*	Recorder	*Jessie Cornejo, KSDE staff*

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X	Bill North	A	Steven Johnson	X	Victoria Purvis	X	Susan Symons
A	Neeley Carlson	X	Jana Shaver	X	Kathy Morrison	X	Maureen Toll
A	Patty Crowell	X	Ann Mah	X	Jim Schwarzenberger	X	Dan Yunk
A	Eddie Estes, PhD	A	Rob Pearcy	X	Merlyn Spare	A	Nick Sallas
A	Neil Fisher	X	Dwayne Peaslee	X	Sharon Spratt	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**
10:00 am	Welcome & Introductions *Corey Peterson, Chair*		*Corey opened the meeting with introductions Newest members are Kathy Morrison and Jana Shaver.*
	Minutes passed out to members for approval.	Corey asked for a motion to accept the minutes.	*Dan Yunk made a motion to accept the minutes as written and Susan Symons seconded and motion passed.*
	KACCTE and KSDE CTE Updates		*Update was given by Career Cluster area. Explained the KACCTE role, cluster development process and timelines.* *Members were recognized who attended Workforce Summit and Kansas Career Cluster institute.* *Patty Crowell, Susan Symons and Neeley Carlson will be panelists for a session at the KSDE Annual Conference.* *Career Cluster subcommittee reports: Manufacturing met once and will meet again on the 27th of April.* *Law , Public Safety, Security had their first meeting on April 14th, next meeting on May 15, 2009.* *Information Technology met once will continue to meet monthly.* *Mike Valdivia reported speaking at nearby schools about careers.* *Nick Sallas is not going to be able to serve on the committee, therefore a replacement is needed.*
12:00pm	Receive the Architecture and Construction Pathway Program of Study/Competencies.		*Presented by Corey Peterson and PeggyTorrens, discussion held. Merlyn Spare made the motion to accept the Architecture and Construction Pathway. Dwayne Peaslee seconded motion; motion carried*
	Break for lunch		
	Receive the Education and Training Pathway Program of Study/Competencies		*Merlyn Spare presented the Education and Training Pathway Program of Study/Competencies to the members. Discussion was held. Merlyn Spare made a motion that the Education and Training Pathway be accepted by the*

			KACCTE members present. Susan Symons seconded; motion carried.
	Receive the Agriculture, Food and Natural Resources Pathway Program of Study/Competencies		*Dan Yunk presented the Agriculture, Food and Natural Resources Pathway, discussion held, Dan made a motion to accept the Pathway and Merlyn Spare seconded the motion; motion carried.*
3:15pm	Debriefing/Summarize/Next Steps		*Determined next meeting dates & locations:* *Next meeting: August 25,2009-Topeka* *November 18,2009-Wichita* *January 2010-Topeka* *April 2010-Manhattan*
	Meeting Adjourned		
	Tour of Museum		*Bill North offered a tour of the Museum before and after the meeting.*

				Next Meeting: August 25, 2009-Topeka *November 18, 2009-Wichita* *January 2010-Topeka* *April 2010-Manhattan*

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*August 25, 2009* *9:00-3:30* *Kansas State High School Activities Association* *601 SW Commerce Place, Topeka, KS 66615*
Chair	*Corey Peterson*	Recorder	*Jessie Cornejo, KSDE staff*

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

X	Bill North	A	Steven Johnson	X	Victoria Purvis	X	Susan Symons
X	Neeley Carlson	X	Jana Shaver	A	Kathy Morrison	X	Maureen Toll
A	Patty Crowell	X	Ann Mah		Business CC	X	Dan Yunk
X	Eddie Estes, PhD	A	Rob Pearcy	X	Merlyn Spare		Transportation CC
X	Neil Fisher	X	Dwayne Peaslee	A	Sharon Spratt	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**
9:00 am	Welcome & Introductions *Corey Peterson, Chair*		*Corey opened the meeting and introductions took place*
	Minutes passed out to members for approval.	Corey asked for a motion to accept the minutes.	*Dan Yunk made a motion to accept the minutes as written and Susan Symons seconded. Motion passed.*
	KACCTE and KSDE CTE Updates		*Discussion took place regarding replacement of officers. Maureen Toll and committee members will make recommendations in November to be implemented in January.*
9:45am	KACCTE Policies and Procedures for Organizational Structure	Assign committee members for recommendations	*Dialogue about the roles of the P-20 Council, KSBE, TEA, and KACCTE took place. Corey Peterson will draft a letter on behalf of KACCTE to offer support and/or assistance.* *KSDE staff will attempt to construct an organizational chart reflecting organizations who have an interest/relationship in Kansas CTE.*
10:00am	Receive the Health Sciences Cluster Program of Study/Competencies		*Don Richards, KBOR staff, presented the Health Sciences Cluster Program of Study on behalf of the Health Science Career Cluster chair. Discussion occurred. Motion by Neil Fisher to accept the Health Science Cluster Program of Study and seconded by Dan Yunk. Motion passed.*
11:15am	Receive the Human Services Pathway Program of Study/Competencies		*Debra Wenzel, KSDE staff, presented the Human Services Career Pathway Program of Study on behalf of the Human Services Career Cluster chair. Discussion occurred. Motion made by Ann Mah to accept the Human Services Pathway Program of Study. Susan Symons seconded. Motion passed.*
Lunch			
12:30	Receive the Manufacturing Pathway Program of Study/Competencies	Neil Fisher acted as chair the remainder of the meeting	*Victoria Purvis, Manufacturing Career Cluster chair, presented the Manufacturing Pathway Program of Study with assistance of Peggy Torrens, KSDE staff. Discussion occurred. Motion made by Dan Yunk to accept the Manufacturing Pathway Program of Study and seconded by Neeley Carlson. Motion passed.*
1:45pm	Receive the Information Technology Pathway Program of Study/Competencies		*Perri LaTerza, member of Information Technology Career Cluster committee, presented the Information Technology Pathway Program of Study Competencies with assistance*

			of RJ Dake, KSDE staff. Discussion occurred. Motion was made by Ann Mah to accept the Information Technology Pathway Program of Study and seconded by Neeley Carlson. Motion passed.	
2:30pm	Debriefing/Summarize/Next Steps		*Eddie Estes announced the Workforce Summit will be January 20-21, 2010, at the Capitol Plaza, Topeka, KS. KACCTE is to select a recipient for the Award of Merit.*	
	Meeting Adjourned		*Next meeting is November 18, 2009, in Wichita. Location TBD.*	
				Next Meeting: *November 18, 2009-Wichita* *January 2010-Topeka* *April 2010-Manhattan*

	Kansas Advisory Committee for Career and Technical Education	Date Time Location	*Wednesday, November 18, 2009* *10:00-3:00* *Wichita Marriott* *9100 Corporate Hills Drive, Wichita, KS 67207*
Chair	*Corey Peterson*	Recorder	*Marie Hall, recorder*

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

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

Approx. Time	**Agenda Items**	**Key Points Discussed**	**Expected Outcome, Action or Follow-up**
10:00 am	Welcome & Introductions *Corey Peterson, Chair*		
	Additions and/or Corrections to the Agenda	*Marie Hall - recorder*	
	KACCTE and KSDE CTE Updates	*Arch/Construction (Corey Peterson)*	*Schools are applying for the pathway. Working on articulation agreements w/ postsecondary. Wichita has aligned Construction curriculum across the district. Internships – discussed difficulty in placing students in current economy. One solution may be utilizing local Chamber.*
		Registered Apprenticeship (Maureen Toll)	*Discussed challenges selling Registered Apprenticeships – many local companies feel that it takes too much time. Possible solution – find businesses using RA to sell the model to other businesses.*
		Program Alignment (Eddie Estes)	*Tech Ed Authority – reported the process for curriculum approval and alignment. Reported the challenges of collaboration among colleges and statewide articulations.*
		IT (Patty Crowell)	*IT Pathway approved by subcommittee – available for schools to apply for.*
		Acad./CTE Credit (Robin Harris)	*KSDE is working on providing guidance to schools to offer partial/dual credit for participation in one course (ex: student could earn Math and CTE credit for taking an AG course)*
		Arts/AV/Technology (Bill North)	*Business subcommittee meeting. Discussed major changes in printing industry.*
		KSDE Updates (Robin Harris)	*Transportation subcommittee has met. Hoping for a chair to arise who will then serve on KACCTE.* *Law, Public Safety, & Security. Work progresses with Wichita school district meeting about work thus far. Joined national consortium that is helping with 3rd party assessments.* *KSDE conducting search for new commissioner. KACCTE*

			members will serve on focus search committee. Dr. Diane DeBacker serving as Interim Commissioner. *FACS vacancy, Business vacancy, conducting interviews this week for both positions. Hopeful that positions will be filled by spring.* *Science/Math consultant vacant, History/Government consultants vacant. Will assist with development of Clusters/Pathways (STEM, Law).*	
	KACCTE Policies and Procedures for Organizational Structure *Maureen Toll, subcommittee chair*	*Proposed Additions to KACCTE's Organizational structure*	*Agreed to 3 year term. KSDE will divide KACCTE member positions by thirds to determine when members will cycle off.* *Maureen Toll moved that we adopt the proposed additions for the Nominating Committee and Duties of Nominating Committee with the edits discussed. Motion passed. Maureen will email the additions to the committee.* *Victoria Purvis moved to use the initial nominating committee to appoint upcoming officers. Motion passed. Committee includes: Peterson, Harris, Carlson, Peaslee, and Fisher.*	
Lunch	P20 Council Presentation *Bill Wagnon, member*	*Bill Wagnon presented an overview of theP20 Council.*	*Primary mission is to provide recommendations for a seamless transition between Pre-K, K-12, Higher Education, and Business/Industry. More information is available at www.ksde.org on the commissioner's website. KACCTE members may present to P20 so their members are aware of our work.*	
	Receive the Marketing Pathway Program of Study/Competencies *Scott Jones, FHSU*	*Scott Jones presented an overview of the Marketing & Finance pathways.*	*Eddie Estes moved to endorse Marketing pathway, endorsed by KACCTE.*	
	Receive the Finance Pathway Program of Study/Competencies *Scott Jones, FHSU*		*Ann Mah moved to endorse Finance pathway, endorsed by KACCTE.*	
	Debriefing/Summarize/Next Steps Meeting Adjourned		*Maureen Toll has a recommendation for a Transportation committee member, however the person may only be available via ITV. Suggestion to have meetings at locations with ITV or conference call capabilities. Patty Crowell volunteered her facility for future meetings.* *Award of Merit nominations are being received by KSDE on behalf of KACCTE. To be presented at Workforce Summit.* *KACCTE interested in attending the Workforce Summitt need to register. Registration expenses may be paid through KACCTE.*	
				Next Meeting: *Workforce Summit, January 20-21, 2010- Capitol Plaza, Topeka (KACCTE meets Jan. 20, 9am)* *April 2010-Manhattan*