

Next CDC Meeting: December 7, 2011, 8:30 – 10:30 a.m. at Calhoun ISD

CDC/EDP Committee Meeting Minutes

Oct. 5, 2011

Calhoun ISD

8:30 a.m. – 10:30 a.m.

Career Development Committee Members: Sandra Langston, Albion; Lloyd Service, Athens; Linda Beemer, Mike Hoffner, BACC; April Jones, Andy McCormack, Whitney Townes, Battle Creek; Laura Baker, Bronson; Brita Blue, , Kris Jenkins, Amy Maurer, Robert Moore, Tony Warren, CISD/CACC; Tim Chupka, Stephanie Greenman, CISD/VEST; Bill Milnes, Julie Welch, Carolyn Youssef, Coldwater; Rick Williams, Delton Kellogg; Matt Barton, April Hansen, Harper Creek; Chris Cooley, Cathy Longstreet, Andrew Mains, Hastings; Kara Malone, Homer; Jan Karazim, Terah Zaremba, KCC; Kirk Leyndyke, Deb Miller, Lakeview; Michelle Van Sickle, Mar Lee; Kim Robson, Sally Nelson, Marshall; Jeri Allan, Keith Schadler, Olivet; Lisa Bailey, Connie Carroll, Pennfield; Kevin Paradine, Deb Sarno, Quincy; Doreen Counterman, Stacy Guertler, Jenn Searls, Union City

Guests/Guest Speakers:

Welcome and Introductions: Mike Hoffner welcomed members and introductions were made.

Minutes: The minutes from May 18, 2011 were approved as printed.

Updates: Kris Jenkins, Mike Hoffner

- Mike: Tech Prep funding is totally gone. Kris mentioned that we are able to hold these meetings through Perkins funding, but will no longer have the money to fund professional development by sending anyone to the State Career Conference as we have in the past. Perkins funding is decreased slightly, but is still here at this point. There is still talk of Perkins being cut at some point. Mike is now a member of the Workforce Development Board and he and Kris have brought up the topic of Perkins being cut. Mike said the WDB is drafting a letter to ask that it not to be cut.
- BACC has started a new model Algebra II program. It runs Tuesdays and Thursdays and has around 30 students enrolled. Students will be able to earn a half credit in Algebra II.
- Doreen Counterman: Union City is presenting the first series of sexual harassment programs.
- KCC partnered with BACC and helped coordinate college night, which went very well.
- Sandra: Albion now has an alternative program being partnered with KCC and Terah mentioned that KCC is excited about the Albion partnership.

Career Cruising: Tony Warren

- Tony mentioned that he will take over a large portion of this meeting to work with everyone on Career Cruising. This agenda item was driven by the requests on the evaluations given out at the last meeting. He showed last meetings evaluation summary and highlighted the areas most requested. This is why it is so important for everyone to fill out their evaluations at each meeting.
- He also wanted everyone to feel comfortable in contacting him at any time with questions and problems (there is no such thing as a dumb question!). Everyone is at a different level with Career Cruising and he is working on-site to learn all it is capable of doing so he can help get you trained and answer your questions. Please do not hesitate to contact him at warrant@calhounisd.org or 269-789-2440.
- Tony mentioned that he really appreciated having some administrators here so they can see what the counselors and technology people are working on

- The old EDP booklet has been revised and is available on the CISD website. This booklet summarizes the importance of EDPs and what they are. You can find it at: http://calhounisd.org/downloads/bb_career_dev/edp_web_booklet_61611.pdf

Tony then worked on-site with the group to show them how to get started. Hand-outs with instructions were given out in the packet. He showed lessons and how they can be integrated into curriculum.

He discussed the management agreement. This is an important part of a counselor's duties. By agreeing to the commitment, administrators can see how you spend your time and exactly what you are doing with the students.

Tony went over two sites on Career Cruising with the group. One site is the Career Cruising program and the second site is Career Cruising/Administration. He covered the EDP Completion Standards (in the CAM site) and questions were raised as to what the standards are at each level. Items students will need to complete are:

- Career Matchmaker (7th grade)
- Learning Styles Inventory
- Ability Profiler (9th grade)

Tony said he would e-mail the standards so everyone would know what they need to do with their students. Everyone needs to be on the same page and also aligned with what other districts are doing around the state.

Tony then had the group do some practice lessons. They either had to do their own EDP if they had not done one yet, or they had a choice between two lessons if they had done their EDP. He reiterated that counselors need to do their own EDP before working with students because they need to be able to field all questions and be proficient at it before trying to teach students how to do it. Students also need to know what an interest assessment is before doing an EDP. After the practice lessons he asked the group to write down three questions. They were then given time to partner with three different people individually and to ask and respond to those questions.

Tony then ended the meeting by asking everyone to make sure to fill out their evaluations. He is not concerned with what everyone learned today, but rather, wants to know what concerns you may have and what you still need.

At the next meeting, the Ability Profiler will be covered. He encourages you to take it before the next meeting. No one can get into it right now until Tony e-mails the instructions on how to do it. You will need to take it before you can ask your kids to take it

Minutes were compiled by Brita Blue