

Virginia Advisory Committee Meeting
For
Career and Technical Education
September 1, 2010
10 a.m. – CTE Resource Center
Richmond, Virginia

MINUTES

In attendance: Jane Foy, Dr. Alan Hawthorne, Byron Hinton, Lynn May, Frederick Norman, Jerry Stewart, and Dr. Brenda Long.

Guests: Robb Jones, Office of Government Relations and Research with the Virginia Education Association; Eric Messick, Joint Legislative Audit and Review Commission

Jerry Stewart called the meeting to order and welcomed the committee members to Richmond. Minutes that had been distributed at the beginning of the meeting had no corrections.

VACTE Update:

Brenda Long, VACTE Liaison to the Advisory Committee explained her role was to share information from the VACTE Board and to update advisory committee members on major initiatives. Brenda disseminated the January VACTE Leadership Seminar information. She then shared a new item, the CTE Fact Sheet produced by VACTE and the CTE Resource Center. The actual printed copies should be ready the week of September 6. The purpose of the fact sheet is not only promotional but also is educational in providing CTE data and awareness of program offerings for the 21st century workforce. Members of the advisory committee discussed having the fact sheets at the economic development association conference to be held this fall. There was also discussion of using the VACTE Web site to provide links to individual school division data on the VDOE/CTE Web site so that local school divisions could take the fact sheet template and tailor it to their locality. Brenda's final announcement was that the VACTE Issues and Solutions document has been reformatted by the Weldon Cooper Center for easier reading and will be ready for distribution in two to three weeks.

Department of Education Update:

Anne Rowe, CTE Cluster Coordinator, represented the Virginia Department of Education and Office of Career and Technical Education. She explained that the state director's position was still in the interview process and that plans were for a new director to be named before the end of the month. Anne then presented a PowerPoint presentation on the CTE Update. Topics included:

- Career Clusters and pathways, Plans of Study, and Academic and Career Plans
- Economics and Financial Literacy
- Governors' Career and Technical Academies
- Revision of the Regulations Governing Career and Technical Education
- Virginia Workplace Readiness Skills
- Industry Credentialing
- CanDo online competency tracking system
- Perkins Performance Standards

Members of the committee asked for electronic copies of the presentation. The size exceeds what can be sent out, but Anne will investigate putting the file in PDF to see if that will go forward. She will also request the presentation be placed on the CTE Web site in archived presentations.

Program of Work:

Because the attendance was low for this meeting with new members not appointed yet and with five members not in attendance, the group met together to discuss the program of work rather than breaking in to groups.

Jerry Stewart distributed the Program of Work from last year. Byron Hinton provided an additional copy that was distributed and used for the discussion. Mr. Hinton also provided a sample plan that each of the sub-committees might use as their guide.

Byron Hinton and Jerry Stewart will conduct a break-out session at the VACTEA New Administrators workshop in Virginia Beach on September 28, 2010. Once the topics for the session are determined, they will be distributed for feedback from the entire committee.

The marketing subcommittee will develop a marketing template that could be used throughout the Commonwealth for Career and Technical Education marketing.

At the next meeting, each subcommittee may develop the top two priorities to focus on over the next year.

Byron Hinton will distribute the updated table of work.

Following discussion, Jerry Stewart asked the committees to provide the priorities and main points to him by the first of October so that he could use that information in the report to the State Board of Education.

The goal to report to the State Board of Education is the November 18 meeting.

Upcoming meetings:

- The new member orientation will be a separate meeting in Richmond to be announced after new members are approved.
- November 4 or 5, Charlottesville—Jane Foy will make the initial contact for the meeting to be held at the regional technical center. Anne Rowe will work with the center contact on facilities/meals.
- January 13, 8 a.m., Crowne Plaza Hotel, downtown Richmond (in conjunction with the VACTE Leadership Seminar)
- Spring meeting—possibly April 27 or 28—investigating traveling to the Wytheville area
- June—TBA, Richmond (in conjunction with the Creating Excellence Awards Program)

The meeting was adjourned at 1:35 p.m.

Respectfully submitted,

Jerry Stewart, Chair (in secretary's absence)