Northwest Wisconsin Career Prep/School-to-Work Consortium Meeting Minutes
Wednesday, April 30, 2014, 9:00 a.m. - 2:30 p.m.
WITC-Shell Lake, Board Room A

9:00 Welcome/Introductions
Reviewed the member listing and welcomed Chad Olson to the group today and mentioned John Anderson who is unable to attend today will also be a member. Chad is the district manager of US Bank, Cumberland. He and his wife are both alum of WITC. John is also a former WITC student and is now CEO of Worldwide Machining and Welding in Superior.

9:10 Membership Update – Dick Best will be retiring and Merry Lienau, Workforce Resource will join this group in his place. She is involved with WIA, youth programs at Workforce Resource.

9:15 WITC High School Relations Committee—new committee, will meet for the 2nd time next week. Our hope is to improve our communication flow with our school districts. Define who is doing what and better serve our K-12s. CESA is running into some of the same issues. How can CESA help with this coordination piece?

9:30 Youth Apprenticeship (YA) – update on funding, consortiums and plans for growth – Melisa Hansen and Barb. See handout. Statewide there is an additional $500,000 funding for YA. The WITC district includes 3 YA consortiums: CESA 11, St. Croix Valley & NWCEP. Participant projections are 70 for Melisa and 99 for Nancy and 25 for NWCEP (Suzannah Crandall).

Many students, parents and employers are not aware of the YA program and the hope is to improve the program statewide. There is a new YA beginning July 1 in the construction area for which there is a lot of interest. (Construction YA students will complete safety class first and then branch out into specialties—construction, HVAC, electrical & plumbing).

Discussion of liability—child labor laws, etc. There are some misconceptions, but YAs are feasible. More schools and businesses are getting involved—very good things are happening. Melisa mentioned that Hudson also wrote a Fast Forward grant that will focus on training high school youth in construction, hospitality/lodging/tourism and healthcare.

Workforce Resource is also looking at a possible Culinary Arts Academy.

Student groups now doing co-ops in the community through DECA, FBLA, etc. could complete the additional paperwork and participate in the Youth Apprenticeship program.

Barb indicated that she will be in touch with deans & faculty to look at curriculum comparison with YA and determine advanced standing options.

Need champions for each program area. For instance, Suzie from Grantsburg High School indicated that Parker-Hannifin is the largest employer in the area and is looking for employees. They have established scholarships for Junior and Seniors at the high school to attend Pine County Technical College for machining. Also offering other workshops for students of various developmental levels.

10:15 Break
10:30 **Course Options** – Barb reviewed basics of Course Options and shared a side by side comparison between course options and Youth Apprenticeship. Course Options start date spring 2014. Connie—Course options, compromised bill, 118.52, [http://courseoptions.dpi.wi.gov/](http://courseoptions.dpi.wi.gov/). This affects grades 9-12. The K-12 districts pay 50% of the tuition and WITC would eat the rest. There is a broad range of institutions that can make use of this option outside of the regular school systems. Basically a student can take 2 courses at a time from different schools. In some cases, there are prerequisites that may somewhat control enrollments in some courses.

Much more discussion is going to take place with this. Many questions unanswered at this time. It would be a good idea to involve WITC in the discussions with CESA.

11:00 **Articulation Updates** – Andrea provided a report complete with graphs to illustrate how our transcripted credit endeavor has grown. Dual Credit day is scheduled for August 13, 2014 this year at WITC-Rice Lake. Our faculty are very involved with collaborating with high school instructors. Everything related to articulation (Dual Credit) can be found here: [http://www.witc.edu/highschool/process.htm](http://www.witc.edu/highschool/process.htm)

11:15 **WITC Pathways** – Laura Sullivan met with us via IP to provide the background on the development of career pathways. A collegewide committee was formed to look at the development and implementation of Pathways. This is part of the new state initiative. It is a sequence of credentials to attain training for successful career entry or advancement. Welding is a very high demand program. The committee looked at the program, and in talking to employers, broke the course down to provide necessary skills for entry level and career improvement options. Dairy Herd and Machine Tool Technics also have pathways. In the development stage are IT-CSAS, ITNS, MA, ECE, CNC Machine. The Pathways go through the WTCS approval process. Students receive state approved vocational diplomas. Currently our labs are not set up for this type of a la carte training. There will be challenges with scheduling students.

The chart illustrates the following: Gateway Process; Bridge Programming; Career Pathways. We are helping our students to be successful. Students can build on pathways to a degree.

We want to be sure we are reaching displaced workers and Youth programs. There is a special brochure marketing the welding program. Our web site will have career pathway links from our program page for any one to easily find this information

Job training vs. complete degree training where communication and soft skills are covered. Financial Aid has some very exacting guidelines. Agency or self pay is required for stand alone course enrollments vs. financial aid though there may be some changes with the current system. These students will no longer be noncompleters for statistics purpose.

Refer any students needing tuition to Workforce for help with funding. Contract training is another option to reach targeted groups of students.

Discussion of soft skills, Chad Olson—customer service is very necessary. This is a necessary entry level skill for anyone working in any business. This should be offered to high school students—conflict resolution, communication skills necessary to good work and life relationships. This is now built in to the youth program training because the need was emphasized.

11:45 **Lunch**
12:30  **Spring/Summer Events**

**FTF – Pre-conference and reception/celebration** – Barb and Nancy

FTF is a summer time developmental workshop for K-12 instructors, counselors, and administrators. Participants complete an Action Plan to take back to their respective workplace. The Learning Communities are taught by Teams comprised of a WITC and a K-12 instructor.

We do have wonderful instructional staff in our part of the state!

Monday, June 23, 2014—PreConference. For Business and Educators to come together for discussions and planning. Previous FTF staff will also be invited to the reception.

We have several keynotes scheduled as well as a panel discussion featuring best practices. Facilitated county-wide meetings will take place with our area county residents participating.

Superintendents can be asked to encourage attendance of their school board members.

**FTF Learning Communities** – Jim

History and review of the Learning Communities available at FTF 2014.

This brochure is sent physically to all of CESA #11 and CESA #12 schools.

Learning Communities—a brief description is listed in the brochure. Red dollar signs—participants can earn a stipend for completing the course. Stipend money comes from the grant. Some of the LC’s satisfy WTCS Certification requirements.

DPI has new standards for each of the CTE classes.

In Spring 2015 students will be completing state testing via computer hence students at a younger age will need to learn how to keyboard.

We need to do more marketing and targeted marketing to determine which learning communities will move forward to being offered.

**Summer Externships (Counselor and Educator)** – Barb and Nancy

**Counselor Extern:** The information on this was sent out to all MS and HS counselors in our district. This is a summer opportunity. The experience at each campus can be quite different. A stipend is awarded to both the mentor and mentee.

Discussion on other possible opportunities for instructors and administrators to participate in this type of experience—not just with the counseling area but an entire day. Another opportunity to do networking. This could also be beneficial for the Workforce staff to have a campus immersion day.

Since this began, there have been over 100 participants.

**Educator Extern:** Teachers select a business or industry and spend 1 week on-site. The have 3 required assignments including:

1. A paper that describes the business
2. Interviews with 3 people/positions within the business

Viterbo continuing education credits are offered for participation in this experience. 20 slots available.
New Idea: Educator's Experience – Dede

Open House for educators. Dede talked to Jim Lee about this idea that presented itself at our February IP meeting. What are some possibilities??

Maybe a Thursday night in September, would work to invite the community into WITC. Back to school dinner event—teachers, school board members. Progressive dinner could be held in Ashland. High School, WITC, CESA and then Northland College. There would be many areas to highlight for this. Include other agencies too other than just a walk by table—CEP, DVR, Gear UP, etc. Groups could continue to meet via IPV throughout the year—to avoid time constraints and travel. CESA #11 has a CTE back to school dinner every year and this has worked out well.

Are there opportunities to piggyback on the Manufacturing Day??
Bob indicated that plans are underway now for the October Manufacturing Day. There may be a way to mesh that venue with this Educator's Experience.

Summer Academies – Liz and Barb – chart handout

There are several academies available this summer. (Career Prep/Workforce and DPI sponsored) Academies are available in Welding and Healthcare in both Rice Lake and New Richmond. New this year, Workforce will also offer Manufacturing 101 and Health Care 101 in New Richmond. Health Care 101 will be completing CPR training. OSHA training will also be offered. Some participants could enroll in YA.

The Rice Lake DPI Academies are full for the most part (welding and CNA).

Spring Counselor Workshop, 51 participants at the April 25, 2014 workshop, held at CESA #11. School Counselor Accountability Report Card. Presenter, Steve Schneider, covered data and presentations related to using and understanding information. Ours was the first workshop in Wisconsin to cover this information.

1:30 Agency Updates

Bob Meyer—At the April WACTE meeting, the Outstanding CTE Educator award was presented to Melisa Hansen. Applause.

Joe Huftel—New Richmond campus—remodeling to accommodate previously outsourced classroom areas. Spotlight on the New Richmond lobby recently. Potential students camped out for summer positions in Nursing Assistant sections. Hoping to expand offerings next summer. The campus will also be a Tours of Excellence stop this summer.


Dede Maki—Ashland campus. Medical Assistant program returning in Fall. There will be a new Machine Tool instructor. ABE labs are open this summer. Several boot camps will be held. A summer learning program will take place in June. This is a brush up in advance of attending campus in the fall. Open Lab hours will also be scheduled.
Melisa Hansen—Hudson C NA course this summer. Project Lead the Way—Engineering Course showcase coming up. STEM camp offered (full) this summer with 90 girls signed up at the middle school. CAP at 75 for STEM and 45 for Healthcare Academies. Design teams have been identified.

Liz Frank—Career Venture on May 1, 2014. 2800 students will attend in Eau Claire. Marketing is the only Career cluster not represented. Lots of activities and displays for the attendees. Life Skills for DVR clients in the Baldwin, Polk County area. after completion of the youth apprenticeship participants should be ready to go into an adult apprenticeship program. Grant application—waiting on award.

YouthPrograms--230 served this summer.

Andrea Schullo—Grant for the IT Networking program—developing curriculum along with video tutorials.

Chad Olson—Banking has been changing--more paperwork is necessary.

Christy Roshell—Rice Lake campus—May 12--Cosmetology show and the Construction Open House. Summer Open House on June 12. Rice Lake campus construction project will add a new student commons. The 8th grade career day on Feb 25, 2014 had 800 students in attendance.

Glenn Martin—St. Croix Falls has a transcripted credit Medical Terminology class this year. Rotary club gives funds to students wanting to develop a small business—Child Care and Food Service. 1st year of Junior seminar—5 teachers work in specific areas with small groups of students. The DI team is going down to Knoxville., TN for nationals.

Jim Lee—CESA #12—working out support of member schools. Assessment is happening in every area. WKCE, Dynamic Learning, Smarter Balanced Assessment, ACT Aspire, etc. CESA #12 is the Fiscal agent for WI Information System for Educators, A data warehouse with Real time views. Vendor is Versafit.

Educator Effectiveness begins this next year.

Tracy Danovsky, Superior HS—applied for a Personal Financial Literacy Grant to help align our curriculum K-12. We have heard we will get the grant, but don't know the exact amount yet. The Superior school board approved the Business Math and Personal Finance class to be a math credit starting next year.

2:15 Next Meeting Dates:

Wednesday, October 29, 2014, 9 am. – 2:30 p.m. at WITC-NR
Wednesday, February 4, 2015 via IP, 2 hr., 9-11 a.m (locations will be sent with the agenda)
Wednesday, April 29, 2015, 9 a.m. – 2:30 p.m.WITC-SUP

2:30 Adjourn