

Northwest Wisconsin Career Prep Consortium

Minutes

October 28, 2015

WITC-Shell Lake

9:00 - Welcome and Introductions

Members present: Heidi Wolbert, Cindy King, Connie Erickson, Joe Huftel, Jim Erickson, Stephanie Erdmann, Dede Maki, Barb Landstrom, Jen Siem, John Will, Brad Gingras, Jim Lee, Ramona Lockwood, Brenda Kretzschmar, Christy Roshell, Julie Thompson, Suzie Retzer, Liz Pizzi, Melisa Hansen (19 members present).

Introductions were made. Barb shared that the main purpose of the Career Prep Consortium is to connect WITC to high schools and business and industry. She also shared the Career Prep budget. Additionally, she shared that Judy Aspling, Charter Films, has resigned due to other obligations, but Judy was very thankful for the experience.

9:15 – Summer/Fall Activities and Events updates

- ▶ Summer Externships – Counselor and Educator - Dede, Barb
 - Educator and counselor externs list included in handouts – we had 19 Educator Externs and 3 Counselor Externs over summer '15.
 - Educator Externs participated in a follow-up in September; it was very beneficial for participants to hear about what others were doing.
 - Externs receive a stipend through the grant and can register for graduate credit through Viterbo.
- ▶ Summer Entrepreneurship Academy
 - Liz reported on the Entrepreneurship Academy that took place at the WITC-New Richmond in June. Eleven students from the following districts participated: Unity, RL, Osceola, River Falls, Hudson, and Baldwin. WITC instructors worked with them in 3 main areas: Dan Wilkinson, Welding instructor, worked with them on designing and welding individual projects. They then worked with Alex Birkholz, WITC Business Instructor, to learn about Marketing. They also worked with a WITC Packaging Instructor, Kevin Lipsky to learn how to

package their product/project. Alex worked with the students to develop PowerPoints and videos to market their product. On the final day of the Academy, parents were invited to presentations, which highlighted the students' projects for the week. The students were really appreciative of the experience. The instructors were paid through Career Prep and Workforce funded the students (wages, work boots, and safety supplies). In the past, summer academies have been done in the areas of Machine Tool, Woods, and Nursing Assistant. In the future, a term different than "Summer Academy" will be used to minimize confusion with the Career Pathway Academies.

- Barb and Liz have started to discuss ideas for next year's "academy." There's a possibility of using this as a recruiting tool for the Welding Academy.
- John also mentioned that DPI Grant-sponsored Health academies were also held this summer (funding for students on free and reduced lunch). Julie Thompson suggested that when communicating this program with students in the future, we only mention that they need to be eligible; that would minimize the stigma that students participating in the program are low income. It was also communicated that there were students that would've registered for the program, but weren't on free and reduced lunch. John said that we may be able to find funds for those that can't afford it, but aren't on free and reduced lunch. Brad said that he could possibly help with funding for these students.
- Joe explained the Welding Academy at New Richmond High School. 18 students registered, 14 are still in the program, 12 of which are registered for WITC's Welding program for next fall. The students will be awarded 10 credits towards WITC's Welding program. The academy has been funded through a Fast-Forward Blueprint grant. We are trying to figure out how to keep this going without the grant. Joe also mentioned that we are working on a Dual Credit Health Academy in Grantsburg, this would be a similar arrangement as the Welding Academy. Courses that will likely be incorporated into this academy are: Human Body in Health and Disease, Healthcare Computing, Intro to College Writing, Math for Health Professionals, Medical Terminology, CBRF, Nursing Assistant, etc. (approximately 15 WITC credits and 2-3 high school credits). These courses apply to a number of WITC courses. This would be senior year, half days. Suzie Retzer said that there is a lot of excitement about this from both students and the local medical center. She also asked about Med Tech and Surgical Tech programs. Suzie said there's a qualified instructor willing to teach for this who has experience as an RN, Nursing Assistant, and LPN. Joe shared that the only way this program will work is if it's cost neutral to the students.
- FTF Summer 2015 and tentative plans 2016 - Brenda K. and leadership team
 - Brenda gave a review of FTF from last year. A list of participants was given to the group members (see attached). Plans for next year may include Building Bridges for Ashland (August), New Richmond (July), and Rice Lake (June) in addition to several other offerings.

- Barb said that it worked well to have FTF in Rice Lake again this last year (and we will be holding it there summer 2016). The Welding learning community was really exciting. Our new instructor, Ric Eckstein, was very well received.
 - The Leadership Team is considering a Machine Tool learning community in the north for 2016. Jim Erickson shared his experience with Building Bridges. He said that the employers expressed the need for workers, which has changed some of what they do in the high school. Joe said that \$12 an hour was quite common, which is not a sustainable living.
 - John mentioned that there has been a legislative change for K-12 teacher certification – they will be able to count WITC credits toward certification. We should consider this as we move forward with training for high school teachers. We are still trying to figure out what this means and which courses would be applicable.
- ▶ Dual Credit Day Results – Barb and Jen
- Barb shared that Dual Credit Day is a day set aside for the development of new agreements – it was held on Oct. 14th. Barb shared that there were 96 attendees, 54 of which were high school teachers. Jennifer is starting to work on the agreements that were developed/initiated during Dual Credit Day.
 - Brenda shared that the mentoring she experienced as a transcribed credit teacher was invaluable.
- ▶ Diva TECH - Barb and Dede
- Dede relayed that WITC and CEP are partnering to offer Diva Tech on Dec. 3rd at the Ashland campus (see attached poster). Ashland hosted the first Diva Tech in 2013. The plan is to do it every other year at Ashland. The programs that students will be exploring are Information Technology, Machine Tool Operation, Marine Repair Technician, Welding, Criminal Justice, and Paramedic (each student will choose 2 sessions). After the program sessions, they will tour Bretting Manufacturing (the plan is to tour the entire building, including the machine shop, offices, etc.). While students are exploring programs, the high school staff will have a chance to network and will attend a panel presentation (of women working in non-traditional occupations). Results of the previous Diva Tech events include student participants attending WITC and other Technical Colleges directly from high school in nontraditional careers.
 - WITC-New Richmond will hold an event called Try it @ The Tech on February 17, which is a similar event, but geared toward both male and female high school students. Rice Lake campus also plans to hold a Diva Tech sometime in the spring.
 - In the future, WITC-Ashland is looking at doing something similar to Diva Tech, but geared toward high school males.
 - County Manufacturing/Education Advisory Meetings - Brenda and Barb
These meetings are a direct result of the FTF preconference held two years ago – educators (both K-12 and WITC), manufacturers, Workforce staff and Economic Development staff

meet to talk and make plans related to how they can partner, advise and work together to help develop interest in manufacturing careers. Brenda shared that because October was Manufacturing Month, it was a wonderful opportunity to showcase the New Richmond Welding Academy at a combined St. Croix/Polk County meeting. A tour was given of the facility and attendees were able to see and talk with the teachers and students involved. The Welding Academy was also on the Barron Co. agenda – via distance. For future meetings, Eric Lockwood and Brenda K. are partnering to help facilitate, focusing specifically on educators and manufacturing developing partnerships. Barb talked about Reggie Newsome’s attendance at the spring Polk County meeting – he was very impressed at the gathering of the groups. The plan for the future is to expand to some northern counties. There is also discussion about possibly expanding county advisory groups to areas such as Healthcare, construction, etc. Liz and Melisa mentioned that there will be upcoming training to calm fears of hiring those under 18 years old. A Child Labor Law Workshop will be held at New Richmond High School on Thursday, November 19, from 8 a.m. to 9:30 a.m. The speaker will be Jim Chiolino from DWD Division of Law (see attached).

➤ ACP Pilot - Brenda and Barb

- Barb shared an Academic and Career Planning (ACP) handout -see attached. There are 4 pilot schools (of 25 statewide) in the WITC district – Barron, Baldwin-Woodville, Chetek-Weyerhaeuser and Northwood. The pilot schools will be involved in a series of trainings related to ACPs and in-turn will help all schools implement ACPs by 2017. CESA staff and WTCS Career Prep staff are also involved in the trainings (is a supportive roll).

10:15 – Break

10:45 – Discussion/opportunity for input related to Career Prep Position (due to Barb’s retirement in January) – John Will

John shared that our partnerships have changed a lot in the last 10 years, with Dual Credit, Career Pathways, Career Specialist positions, etc. WITC would like to continue in this way, but focus more on communicating with schools districts and how to get programs going. He would like to see what Barb’s currently doing combined with the Business/Industry dean concept, treating the school district as customers of the organization. For instance, the shortage of high school teachers may mean that WITC contracts a teacher out. John asked the group for feedback regarding the Career Prep Manager position. John shared that he sees the position as more of an external position as opposed to what has been an internal position. John, as an example, asked how small school districts know which person to contact at WITC. The change would make it more of an outreach position. Changes to the Career Prep Manager position may affect changes to other positions.

Ramona shared that she has been on the community for more than 20 years. She stated that Barb’s position is the main reason for all the things the high school is currently doing with WITC.

Jim Lee values (coming since 1991) feeling like a technical college partner, and not a competitor. He understands that they are also customers but values the partnership.

Brad Gingras feels a disconnection between DPI and DWD. He sees, instead of small grass roots efforts, WITC connecting the two. This groups needs a stronger representation of the business community.

Other comments should be sent to john.will@witc.edu.

11:15 – Recognition of Consortium members – Barb and John

John expressed his appreciation for Barb Landstrom and Joe Huftel as leaders and members of the committee.

11:45 – Lunch

12:30 – The High School Relations Report was handed out to the group – it is the annual report on WITC's work with high schools. It can also be found online at:

<http://www.witc.edu/counselorscontent/techprepcontent/hsrr15.pdf>

Connie Erickson elaborated on the Cisco partnership. Barb shared that Cisco training is part of the plan for FTF this summer.

Jim Lee would like to see numbers of high school students from across the state going to a technical college in the state of Wisconsin. Barb will check with WTCS on this.

12:45 – WITC Career Pathways update – Christy

Christy shared a handout (see attached). She shared that her Career Pathways position is present at all WTCS colleges. Career pathways refers to short-term training that's built into a program. There is a five-year plan currently being developed. It was asked if Career Pathways could be aligned with transcripted credit courses. Stephanie Erdmann said that it's a possibility and it was discussed that it is the plan to align Dual Credit with Career Pathways as much as possible. It is currently in the development stages. Christy explained that the curriculum checklist may, at some point, include a credit for prior learning column.

1:15 – Next year activities (grant will be due in early January) – Barb

Barb handed out the current year activities and budget and asked if the group wanted to continue with the current activities. The group affirmed this, but please contact Barb with any additional ideas.

1:30 – Agency Updates

Hudson High School: Melisa Hansen shared that after the referendum failed, the school district is starting from scratch. There's currently a survey out to the public to choose between 3 options. They are hoping to go to referendum in the spring. They are continuing to grow youth apprenticeships. She shared developments with Project Lead the Way. Hudson is in the process of

re-evaluating their business department and would like to work with WITC on this. Melisa shared the outcomes of the FastForward Grant. Liz Pizzi shared information regarding the Youth Apprenticeship Job Fair, which was very successful last year.

Workforce Resource: Liz Pizzi shared some administrative and board member changes at Workforce Resource. Changes now need to be approved by the board. Another change for this year is that at least 75 percent of the funds need to be spent on students outside of high school due to the Workforce Investment Opportunity Act (it used to be 75% of funds spent on in-school youth – it has now been reversed, so only 25% will be spent on in-school youth).

Grantsburg High School: Suzie Retzer shared that the school is moving to a more specific plan; they are now basing things on Career Clusters. It worked really well to have career mentors for students (someone in the field). Starting next year, each student will have a financial mentor. The other change is that they are doing these things much earlier so that they can plan ahead. They will be doing a career fair with area manufacturers to feature positions that they offer. The afternoon will be for high school students, and the evening will be for the community. There will be college reps available to answer questions about education required and how they can accomplish their goals.

Hayward High School: Julie Thompson shared that Hayward is working on transcribed credit. There is only one additional course that is needed for the Microsoft Certificate, in addition to the currently-offered transcribed credit courses. This will likely be offered via ITV. Students have and more will graduate with WITC certificates.

WITC Career Pathways: Christy shared that she is excited about Career Pathways opportunities.

CESA 11: Brenda shared that they are working on training and preparing for implementation of ACPs (for 6-12 grades). There are two trainings scheduled: Dec 9 and April 11 and there will also be ACP training at Facilitating the Future. Youth apprenticeship is really taking off.

Amery High School: Ramona – there are 39 Youth Apprentices signed up. Amery has a new superintendent, with an agricultural background. They are planning to do a Mad City money event. They are thinking a lot about developing their own CTE School. Their principal wants every student in the high school to have a business mentor (job shadow, internship, apprenticeship).

CESA 12: Jim Lee shared the development of their Mad City event. They held it on a Bank holiday. The credit unions/banks worked together to set up and run the event. CESA 12 is also looking at ACP and how it can be supported even more next year.

CEP: Brad Gingras shared that Workforce Development went through a huge change nationally that now defines youth as 14-25 aged. Now, 75 percent of youth funds are allocated to serve 18-24 year olds. He mentioned the LEAP program that helps funnel students into the technical college. While they are in the program, they are also offering workshops, including financial literacy. There is also an employment benefit. Brad would like to share with WITC staff more about the LEAP program to help keep students in the college. Teri Wagner is the new Youth Specialist, who runs the Crex

Meadows Youth Camp (working with DNR) in Grantsburg in the summers. CEP is now in partnership with DVR to run the camp.

WITC Ashland: Dede – a remodel was done in Ashland this summer. WITC's new liberal arts degree is coming, partnering with Nicolet College. Each WITC location has a separate staff mentor.

WITC Business Division: Stephanie – The business department has been busy and is really involved in developments with Career Pathways. She discovered at Dual Credit Day that about 75 percent of dual credit comes from the business division. There are currently Career Pathways in Medical Administrative Specialist, Medical Office Specialist, and Business Management. Stephanie shared that the business division piloted flex labs at WITC-Ashland. It will be expanded to all campuses.

After the meeting, we were informed that Microsoft Office is available at no cost. Here's a link for information: <https://products.office.com/en-us/student/office-in-education?legRedir=true&CorrelationId=2637ca31-e3d6-4459-b545-05eb7ff257ae>.

Webster School District: Jim Erickson – shared that students are fearless learners and can adapt to different platforms. He shared that his district is currently building a house. The students have been building cabinets for a number of years and this has now expanded into building an entire house. The technical education instructor has also been teaching aviation and pre-engineering courses.

WITC New Richmond: Joe Huftel – Career Day will take place on November 12. Joe shared that Steve Decker will be interim for his position starting in January. Permanently, WITC-New Richmond's campus administrator will be the VP of institutional effectiveness. Joe shared that there's a banker in the New Richmond area that has offered up funding for a high-quality 3D printer. WITC-New Richmond is exploring the idea of a Fab Lab.

CESA 11: Connie Erickson shared the legislative changes in how the CESAs are funded – she does not expect that there will be huge changes at CESA 11.

WITC Programming: Cindy shared WITC's new programming plan – it will involve a comprehensive look at new opportunities for programs. Our first new Criminal Justice Academy will be offered July of 2016. WITC hasn't started developing new programs yet, but will use the new programming plan soon. WITC is looking at creating transitions between health and business programs. We would like this to be a seamless transition for students that want to change from one to the other. Web pages will be posted for the Liberal Arts program this week. The Nicolet courses will be rolled out fall of 2016.

Superior High School: Heidi shared that Superior High School is now using Google. School-to-work and Youth Apprenticeship has been given to Heidi this year to attempt to grow the program. Heidi shared information regarding the career day that was held at The Deck in Duluth.

2:20 – Next meeting dates: Barb recommended that the ITV meeting in January be moved from January 6 to January 4 so that she can be present. The spring meeting will be on April 27, location TBD.

2:30 - Adjourn