

C-TEC Steering Committee Meeting
December 15, 2021, 8:00am - 9:00am
Clackamas ESD
13455 SE 97th Ave, Clackamas, OR
Zoom Meeting

Consortium Goals

- Explore and advance work-based learning
- Increase alignment of learning outcomes between K-12, CC, and industry
- Facilitate sharing of innovative, relevant, and equitable curriculum across districts

- I. Welcome and Introductions
 - a. School / Role
 - b. New Members
- II. Clackamas Community College - Amy Cannata
 - a. CTE Summer Camp
 - b. Career Tech Showcase
- III. Program of Study Yearly Updates
 - a. Due by Friday
 - b. Align Course Numbers to the Matrix
 - c. Align [Updated CIP codes](#) to Synergy/PowerSchool
 - i. West Linn HS (2)
 - ii. Lake Oswego (1)
 - iii. Oregon City (3)
 - iv. Estacada (1)
 - v. Sandy (4)
 - vi. Molalla 1
 - vii. Wilsonville (2)
 - viii. Sabin-Schellenberg (7)
 - d. No changes for:
 - i. Canby
 - ii. Lakeridge
 - iii. Colton
 - iv. CAIS
 - v. Gladstone
- IV. CTE Advertising Campaign in February/early March
 - a. TV
 - b. Radio
 - c. Social Media
 - d. Toolkit for districts to communicate w/students, families
- V. [Elementary and Secondary School Emergency Relief Fund III](#) (ESSER)

Next Meeting: January 19, 2022

- a. Key Investment #2: Building Career Connected Learning Systems to Accelerate Learning.
 - i. Expand Middle School Career Exploration Pilot Program - ODE has piloted career exploration expansion in 5 regions across the state.
 - 1. The proposal is to expand career exploration supports to middle schools statewide.
 - ii. Career Connected Learning Statewide Constellation
 - 1. Hire Career Connected Learning/CTE transition specialists to better connect community colleges with districts to coordinate Work-Based Learning/Career explorations, CTE Regional Coordinators, and Local investment Boards to coordinate business and industry engagement Middle School through Work-Based Learning.
 - 2. Intention that career-connected navigators can bridge relationships and support existing structures, including Work-Based Learning.
 - 3. 17 roles housed at the community colleges. Position description will ensure work is being done at secondary-level. ODE is accountable to lead these positions.
 - 4. Feedback on navigators coming this week.
 - 5. 3-year investment.
 - 6. Community Colleges will be responsible for hiring these positions. We are developing guardrails around the hiring process.
 - iii. CTE Tribal Liaison
 - 1. Serve to deepen collaboration and capacity for partnership with Tribes around CTE, working to develop additional program capacity and youth engagement with CTE and Work-Based Learning
- VI. PUT ON HOLD - Statewide Program of Study Framework: Architecture & Construction, Business, Management & Administration, Information & Communications, Manufacturing
 - a. More prep work and integration on our end so that when we bring information to educators and coordinators we can have a more productive work session
 - b. ODE is meeting with EdNW today to get clarity and revised Skillsets. They will send those out shortly.
 - c. Early 2022, teachers will require access to the ODE district website to work on the Matrix section of the application.
- VII. Career Pathways Funding - [Notice](#)
 - a. Budgets have been sent to all schools
 - b. Due January 12th but gladly accepted earlier
 - c. ODE will review on an ongoing basis as they are sent in
 - d. Budgets w/short narratives using this [worksheet](#)
 - e. School District Assurances - [signed form](#) - one per district
 - f. Career Pathway Data
 - i. **NCES Codes:** An incorrectly entered NCES code in the spring collection does not interrupt Career Pathways calculations.

- ii. **CIP Codes:** CIP codes are very important to enter correctly; CIP code listed in the spring course/student spring submission must match with the CIP code listed from the program update. An incorrectly entered CIP code will prevent the associated credits from being properly counted.
- iii. **Course codes with Leading Zeros:** course numbers must be entered identically between the fall program update and the spring CTE course/student collections. Some schools' student information systems (SIS) auto-populate leading zeroes, but depending on how data are pulled from the SIS into Excel (in prep for data submission to ODE), the leading zeros may be removed by Excel formatting. The credit-recognition issue arises when the data are pulled then submitted one way in fall and another way in spring.

VIII. Discussion:

a. Work-Based Learning Docs

i. Between CTE and Business

- Guarantee of liability coverage and WC
- Evaluation/Supervision form
- Non-discrimination statement
- FAQ of the program
- Maintaining appropriate staff-student boundaries

See [TSPC standards for the Ethical Educator](#)

i. Between CTE and Parent

- Waiver of liability/release of claims
- Transportation agreement
- Criminal background check language
- General notification of program

IX. Grouptrail for Work-Based Learning Dashboard Project

a. [Purpose](#)

b. General offer of privacy terms (Beaverton S.D.) [agreement](#) - page 17

i. Estacada, West Linn-Wilsonville guidance

c. Need [data sharing agreements](#) signed by superintendents

d. The agreement can be found on the [Student Data Privacy Consortium Website](#)

e. Formal Name: Biz Connect, Clackamas Connect, ???

f. Question - what are the other consortiums calling their career-connected learning partnerships?

i. PPS: Future You

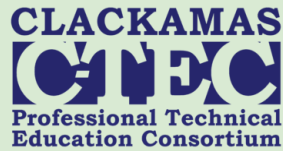
ii. Gresham Chamber: WorkReady

iii. Washington County Chamber: School to Career

iv. Beaverton: CTE Industry Learning Experience

v. Lane County ESD: Control Tower

Consortium Chair
Cynthia Risan
Dean, Technology, Applied Science & Public Services
Clackamas Community College



Consortium Contact
Bill Blevins
Regional Coordinator
Clackamas Education Service District

X. [Building Energy and Controls Apprenticeship](#)

- a. Lane Community College Energy Management and Controls program
- b. BECA was developed with partners from the University of Oregon and the Department of Energy.
- c. It consists of our 2-year Associate of Applied Science (AAS) Energy Management and Controls degree and 2,000 hours of paid work experience.
- d. Program is fully online
- e. The Director of the program (Roger Ebbage) would like to meet with you, your counselors, staff
- f. Is anyone interested?

Next Meeting: January 19, 2022