

**Maryland Career and Technology Administrators (MCTA): A Unified ACTE State Chapter  
Fall Meeting**

**Frederick County Public Schools  
Frederick County Career and Technology Center  
7922 Opossumtown Pike, Frederick, MD 21702  
Wednesday, October 10, 2018**

**MINUTES**

**MCTA Attendees and School Systems Represented:**

Scott Buhrman, CTE Assistant Principal, Washington  
Candy Canan, CTE Director, Allegany  
Traci Chappellear, CTE Director and MCTA Treasurer-elect, Charles  
Michael Concepcion, CTE Principal, Frederick  
Genevieve Floyd, CTE Supervisor, Montgomery  
Michael Grubbs, CTE Coordinator, Baltimore County  
Sharon Kramer, CTE Director and MCTA President, Howard  
Deb Kremer, CTE Director and MCTA Treasurer, Anne Arundel  
Robert Limpert, CTE Director, Harford  
Angie McCauslin, CTE Director, Carroll  
Norm McGaughey, CTE Coordinator, Frederick  
Jack Newkirk, CTE Assistant Principal, Frederick  
Kristine Pearl, CTE Director and MCTA Immediate Past President, Frederick  
Rebecca Pearson, CTE Specialist, Charles  
Korbin Shoemaker, CTE Teacher Specialist, Frederick  
Stanley Wolfe, CTE Director, Baltimore City  
Marjorie Lohnes, MCTA Executive Director

**8:30 a.m.**—Registration and morning refreshments

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**CURRENT ISSUES/PROFESSIONAL DEVELOPMENT**

**9:00 a.m.—Welcome and Introductions**

MCTA President Sharon Kramer introduced Michael Concepcion, principal of Frederick County Career and Technology Center who welcomed the group and provided information about this school of 768 students. The group asked questions about the specific programs that are offered at FCCTC. Following the welcome, all participants introduced themselves including their position and school system. Sharon thanked our Frederick County hosts for arranging for our meeting.

**9:25 a.m.—Discussion of Kirwan Commission Report (presentation posted on MCTA Google Docs site)**

Sharon introduced Kristine Pearl, Frederick County and Immediate Past President to facilitate a group discussion on the Kirwan Commission Report. Kristine was our only member to serve on a workgroup within the commission. Kristine explained that Work group 3 is giving a report today. She noted that none of the education professionals who were called in to confer with this work group had been asked to return to be a part of the work group panel. She shared key elements of concern that have been expressed about the group's work. Tomorrow the Graduation Task Force recommendations will be presented to the Maryland State Board of Education. Public comment will be received on October 23<sup>rd</sup>. Comments are limited to 3 minutes and those who want to comment must register to participate at least a day in advance.

The group discussed the change in credits related to CTE and Technology Education. It appears that Advanced Technology Education will be eliminated. There is no certainty about what will replace it. We wondered if the group should take a position on this issue. The most common concern within the group is that some school systems do not offer ½ credit courses. After discussion, it was concluded that each school system needs to work with this issue according to its specific schedules and practice for addressing student needs.

**10:15 a.m.—Break**

**10:30 a.m.—Directors’ Open Forum (See Google Docs)**

Norm McGaughey led the group in identifying topics for Ed Camp discussion and then facilitated the session. The discussion sessions were:

Session One

Innovation Grants

Staffing/Retention/Recruitment

Session Two

Apprenticeship

SCED

The discussion sessions were followed by a report out on each topic:

Innovation Grant—Systems who submitted grants in the first submission received grants. Those who submitted for the second round of grants have not heard.

Recruitment—Norm is planning to add a recruitment site to our Google Docs site to facilitate sharing information and potential leads. Members can send updates to Norm if looking for a teacher for the coming school year.

Apprenticeship—Washington County reports that hiring a dedicated secretary for apprenticeships has been very helpful—the key is finding a person with excellent technical, personal and communication skills with a high level of interest in the goals of the program. This individual connects, business, school, student, and family.

SCED—This has been a lot of work. There are concerns about the current timeline and future audits.

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**BUSINESS MEETING**

**11:30 a.m.**

**Approval of 2017 Summer Institute Minutes**

Marjorie stated that minutes for the Summer Institute were distributed on September 16<sup>th</sup> and again with the final reminder of the Fall Meeting to all registrants on October 7<sup>th</sup>.

Sharon asked if there were questions, clarifications, additions or corrections to the minutes of the 2018 Summer Institute. Hearing none, she asked for a motion. Angie McCauslin moved for the approval of the minutes. Deb Kremer made a second to the motion which passed unanimously.

**Executive Director Report and Report on 2018 Summer Institute**

Executive Director Marjorie Lohnes reported that she continues with normal duties:

- communicating with MCTA members for meeting registration and minutes; and
- working with the Collaborative Team to plan meaningful meetings and a summer institute.

In the past quarter in addition to regular duties additional time has been spent in working with ACTE to ensure a smooth transition to a unified State Chapter. This process is progressing but is not yet complete. There has also been some time spent in providing communication from MCTA to The Commission on Innovation and Excellence in Education and other organizations who are stakeholders in the process. A meeting for MCTA discussion on this topic was arranged prior to the September MSDE meeting.

Dates and locations of upcoming MCTA meetings are:

- MCTA Spring Meeting—Thursday, **March 28, 2019**—Charles County, North Point High School; and
- 2019 MCTA Summer Institute—**Monday July 22 – Wednesday July 24, 2019**—Currently there is a hold on the Turf Valley Resort in Ellicott City with a contract pending. The Annual Dinner and time to honor retirees will be Tuesday July 23<sup>rd</sup>.

Report on 2018 Summer Institute

- 15<sup>th</sup> consecutive professional development institute;
- Good participation with several school systems sending CTE teams:

**Comparison Registration Data 2015 - 2018 Summer Institutes as of 7/24/18—Duplicate Counts**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>School Systems</b>	9	14	15	13
<b>CTE Participants</b>	10	21	27	24
<b>CTE Directors</b>	9	11	15	10
<b>CTE Administrators</b>	2	6	7	7
<b>Executive Director</b>	1	1	1	1
<b>Outside Speakers</b>	4	3	8	4
<b>Total Attendance</b>	--	--	7/25=32 7/26=29	7/24=25 7/25=24

- Agenda included sessions presented by both MCTA members and outside presenters;
- Presentations were informative and provided time to address issues of concern for CTE professionals and professional development sessions. The group participated in EdCamp and will continue to use this technique to address individual and group interests.; and
- The 2018 Summer Institute finished in the black.

**Treasurer’s Report**

Treasurer Deb Kremer distributed the MCTA balance sheet that lists the debits and credits since the Summer Institute. The treasury balance, as of October 8<sup>th</sup> is \$15,845.39. The accounts that comprise this total are:

- PNC checking account- \$5219.73
- Howard Bank CD - \$10,625.66

Total credits - \$1400.

Total debits- \$145.55

Sharon asked for a motion for approval of the treasurer’s report. Candy Canan moved for the approval of the report. Angie McCauslin made a second to the motion which passed unanimously.

## **Old Business**

### **Proposal Process for Presentations at 2019 Summer Institute (See Google Docs)**

Marjorie described how last year members could make a proposal to make a presentation for the 2018 Summer Institute. The form is easy to complete and can be found on the Google Docs site. Norm will set up the section so that members can make proposals for the 2019 Institute. Members can propose someone else to speak at the Institute or request that a specific topic be addressed.

## **New Business**

Sharon asked if there was any new business for consideration. Marjorie asked the group how the group proposed to reach out to other CTE administrators to let them know that MCTA is now a unified chapter of ACTE. She also wondered what members wanted to happen in terms of the assimilation of new members to MCTA. It was decided that regular meetings would probably focus on the needs of secondary CTE while there may be a larger audience at the Summer Professional Development Institute with the potential for different tracks in the future as needed.

### **Noon—LUNCH and School Tour**

Participants enjoyed a delicious lunch prepared by the students from the culinary arts program at FCCTC.

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## **CURRENT TOPICS AND ISSUES**

**1:20 p.m.**

### **Discussion of Scholarship Funds**

Sharon called on Kristine to introduce Neil Fay from the Rotary Club of Carroll Creek and Rotary District Governor Richard Glover who came to discuss scholarships for CTE students across Maryland. The group engaged in a lively discussion about how the Rotary Clubs could provide scholarships for CTE students. The group explored both postsecondary options and the possibility of helping students afford certifications and classes while still in high school. Since every system seemed to have a different idea of who should coordinate efforts with local Rotary clubs, it was decided that Marjorie would provide contact information of local directors to Mr. Fay. Members can connect Mr. Fay with whoever they deem to be the appropriate contact for their school system.

**1:50 p.m.**

### **Unification with ACTE (presentation posted on MCTA Google Docs site)**

Sharon introduced Michael Connet, ACTE Director of Programs and Communications to discuss opportunities and changes related to becoming an ACTE unified State Chapter. Michael shared information with the use of a slide presentation. Sharon asked about the ACTE Awards program. It was decided that those interested would work on organizing a state competition. An Awards committee will include: Sharon Kramer, Traci Chappellear and Mike Grubbs. Rob Limpert remarked that there is enthusiasm from Maryland members who will be in San Antonio for the Visions conference. Other topics discussed included:

- ACTE provides information about what other states are doing;
- An official guide to the latest Perkins legislation is available on the ACTE website;
- ACTE VISION 2018 conference is in San Antonio from November 28 – December 1;
- Members should be receiving Techniques magazine soon after payment of dues;

- ACTE offers excellent Leadership programs;
- High quality CTE is a strong initiative at ACTE;
- February is CTE month; and
- ACTE has a new emphasis on middle school as a result of changes in Perkins

**2:30 p.m.**

**Preliminary Planning for Spring Meeting**

Sharon asked the group what topics they would like to have on the agenda for the spring meeting. The following topics were suggested:

- New Perkins update from Lynne;
- ACTE Policy on high quality CTE with Michael Connet; and
- Updates on Commission on Innovation and Excellence in Education (Kirwan).

**2:45 p.m.**

**Next Steps, Evaluate and Adjourn**

The Fall MCTA meeting was adjourned by group consensus.

**Next meeting:**

**Thursday, March 28, 2019—North Point High School in Charles County**

Submitted by Marjorie R. Lohnes, MCTA Executive Director  
October 13, 2018

**MCTA Google Docs site:**

All info can be found on our site:

<https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsites.google.com%2Fcps.org%2Fmcta%2Fhome&data=02%7C01%7C%7C75b246382e6c4b88923708d62dceb0ad%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C636746763079295954&sdata=iPfbueK8c0YzB9pVErUHaB%2FRISOFQADIKi8aa3kFDlw%3D&reserved=0>