

Joint Advance CTE/The Center to Advance CTE Board of Directors' Meeting

MINUTES

April 7, 2019

Omni Shoreham, Washington, DC

ATTENDEES: Sarah Heath, Bernadette Howard, Alex Harris, Dwight Johnson, Pradeep Kotamraju, Thalea Longhurst, Marcie Mack, Nicole Smith, Barbara Wall

STAFF: Austin Estes, Kimberly Green, Kate Kreamer, Meredith Hills, Nicole Howard

ABSENT: Charisse Childers, Lee Burket, Sheila Ruhland

Howard introduced Smith and Harris and welcomed Harris to The Center Board. Smith provided an overview of her background and her work at the Georgetown Center for Education and the Workforce. Harris provided an overview of his background and his current work at the Harold K.L. Castle Foundation.

Howard asked for approval of consent agenda.

**MOTION: To approve consent agenda.
Mack; Howard.
MOTION APPROVED.**

Mack asked for approval of January 30, 2019 Minutes.

**MOTION: To approve January 30, 2019 Minutes.
Heath; Johnson.
MOTION APPROVED.**

Advocacy Training: The Board has often offered to assist Advance CTE in extending capacity. In order to help build the capacity of the Board, the Strategic Plan identified providing an advocacy training to the Board. The training is focused on building knowledge about Advance CTE's key initiatives, so that Board Members can be advocates for Advance CTE. Kreamer provided key themes and talking points for major initiatives, including:

- Perkins V Implementation;
- Double the Investment;
- Equity in CTE;
- New Skills for Youth;
- Tackling CTE's Stigma;
- Partnership to Advance Youth Apprenticeship; and
- Supporting Postsecondary CTE.

Strategic Plan Update: Building off of the Board's approved Strategic Plan, Advance CTE staff developed aligned activities to support the successful accomplishment of the strategic priorities

and rated each activity using the stocktake color coding system. Green and Kreamer walked through the ratings at a high level. Green noted that Advance CTE plans to update some of the activities underneath the Board approved strategic priorities, given new grant support and Perkins V reauthorization. Activities will be added and deleted, so the Board won't see a clear progression in all priorities at the next meeting. Green called attention to two areas of the Strategic Plan that have seen minimal progress due to staff capacity: 1) The work on Career Clusters has been on hold and 2) Processes is the piece that we have attended to the least.

Green noted an upcoming shift in development since the Joyce Foundation, Siemens Foundation and New Skills for Youth (NSFY) grants are coming to a close. Green plans to have a conversation with The Center Board about how to budget for next year, since Advance CTE won't know about the final iteration of the Siemens Foundation and JPMorgan Chase grants until September or October. The adaptations of Siemens and NSFY will likely be presented in the fall, and the Strategic Plan will need to be updated to reflect this.

Kotamraju asked if there are red scored items that can be re-thought. Green brought up that Perkins V has been a complicating factor since July, and a new million dollar grant coming in has now positioned Advance CTE to put contractors in place. Green plans to assess with the rest of the staff the things that Advance CTE has had to downgrade and determine how to re-allocate staff time to get back to these items. Green talked about the "nice to do things" versus the "necessary to do," and is looking at rethinking pieces such as awards. Advance CTE is also considering external support to look at processes.

Kreamer notified the Board that Advance CTE is posting three open positions to build capacity and address a number of the unattended to activities and projects.

Responses to October 2018 Stocktake: During the fall 2018 Board meeting last year, Advance CTE facilitated a stocktake conversation, using evidence and data to have a focused and strategic conversation about the organization's reach and impact. During that conversation, the Joint Advance CTE/The Center to Advance CTE Boards chose to focus on how the organization could re-prioritize work to support states on Perkins V implementation. Estes recapped the next steps, below, that were raised during the conversation:

- Think about repackaging and sharing old resources and materials that may be useful for Perkins V implementation and upload "evergreen" resources from Perkins V regional meetings to Moodle;
- Continue to identify opportunities to meet funder obligations and Perkins V needs simultaneously;
- Put together a document of key terms and changes to language in Perkins V, pulling from the CTE glossary, to help state leaders ensure common understanding and consistency of language within their offices and with contractors;
- Look into the feasibility of developing an ESSA/Perkins/WIOA crosswalk
- Pilot role-alike groups on Moodle and look into the feasibility of appointing state representatives as moderators;
- Reach out to Scott Stump to see if the Next Step Work Group will be continued and how OCTAE plans to be involved in Perkins V implementation and

- Set up a recurring monthly call with State CTE Directors (ONLY) starting in early 2019 (modeled after monthly new State Director calls).

Stocktake Shared Impact and Dashboard Discussion: Estes walked the Board through the stocktake process, results and analysis. Estes reminded the Board that the data looks at July through December and the internal stocktake was done in March, so the results largely reflect Advance CTE's focus on Perkins V implementation. A trend is that "Progress" is largely green, but a lot of "Capacity" is yellow. Estes went through rating and reasoning behind the stocktake categories, below.

The Board decided to discuss the prioritization of offering technical assistance (TA) to states. This issue was raised because Board members saw the metric for TA (which is a component of the state policy indicator) and asked about what types of TA services Advance CTE provides. As framing for the discussion, Kreamer provided an overview of the Gates initiative, the fall 2019 Perkins implementation meetings and Advance CTE's contract with Oregon.

The Board raised the following TA strategies and questions:

- Advance CTE should create a list of "look fors" in state Perkins V plans that are signals of boldness and use the rubric to identify a "hit list" of states to lean in with;
- Advance CTE can be an outside voice and help state-level strategy that connects dots across agencies;
- Help is also needed for states around strategic planning;
- There is a need for knowledge building among state staff and partners. Advance CTE should bring the CTE Virtual Institute back and consider how it can be better targeted;
- Some locals are struggling with balancing "boldness" and requirements under the law. Can Advance CTE provide guidance and supports around being bold?; and
- How can Advance CTE support states to go from state policy to local implementation?

As an immediate next step, Kreamer will update Advance CTE's TA plan and share back with the Board on the June call.

Next Steps: Green mapped out Advance CTE's convening for the next two years. In 2020 and 2021, Advance CTE will hold the typical spring meeting, but not typical fall meetings. Fall 2019 will have three geographically diverse Perkins meetings and fall 2020 will be a summit. Green pointed out that this does not allow for a full board convening during the next two fall meetings. Green noted the importance of convene in person, and suggested meeting in-person in January. This would need to be included in Advance CTE's budget, and Green will let the Board know of next steps.

Howard adjourned the meeting at 4:16pm.