



advancing career and technical education for all students

**Annual Fall Meeting
Virtual: Google Meet
Wednesday, Oct. 14, 2020
MINUTES**

MCTA Attendees and School Systems Represented:

Tara Anderson proxy for Jean-Paul Cadet, CTE Director, Prince George's
Joseph Brewer, CTE Supervisor, Allegany
Carrie Akins, CTE Director, Calvert
Bryan Ashby, CTE Director, Wicomico
Emilie Cherry, Community College of Baltimore County
Pam Clay, CTE Consultant, Talbot
William Eckles, CTE Supervisor, Carroll
Genevieve Floyd, Career and Post-Secondary Partnerships, Montgomery
Steve Garland, CTE Specialist, Washington
Michael Grubbs, CTE Coordinator, Baltimore County
Courtney Handte, CTE Supervisor/CCTC Principal, Caroline
Douglas Handy, CTE Director and MCTA President, Baltimore County
Jack Heintz, CTE Specialist, Anne Arundel
Sharon Kramer, CTE Director and MCTA Treasurer, Howard
Shawn Krasa, Supervisor, College and Career Readiness, Montgomery
Robert Limpert, CTE Director and MCTE President-Elect, Harford
Norm McGaughey, CTE Coordinator, Frederick
Keith O'Neal, CTE Director and Principal, Somerset
Kristine Pearl, CTE Director, Frederick
Rebecca Pearson, CTE Director, Charles
Korbin Shoemaker, CTE Teacher Specialist, Frederick
Diane Stulz, CTE Director, Worcester
Adam Tolley, CTE Director, Queen Anne's
Michael Weglein, MCTA Executive Director

LEAs not represented

- Baltimore City
- Cecil County
- Dorchester County
- Garrett County
- Kent County
- St. Mary's County

GUESTS:

None

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CURRENT ISSUES/PROFESSIONAL DEVELOPMENT

9:00 a.m.—Executive Director, Introduction

Michael Weglein introduced himself as the new executive director for MCTA effective Oct. 1st. replacing Marjorie Lohnes. He thanked everyone on the call for the opportunity and turned the meeting over to MCTA President Doug Handy.

9:02 a.m. – President Welcome

MCTA President Doug Handy shared opening remarks and thanked everyone for joining the Google Meet call. Doug shared that he appreciated their flexibility with the virtual meeting platforms. Doug in conjunction with MCTA recognized Emily Cherrie from CCBC for being selected as an ACTE 2020 *Postsecondary Leadership Success Program Fellow*. Norm McGaughey, Frederick County, was also recognized for increasing computer science enrollment in Frederick County. Doug Handy provided each school system, in alpha order, with an opportunity to recognize their participants on the call starting with Alleghany Public Schools. LEA introductions took approximately 13 minutes.

9:15 a.m. – LEA Highlights and Challenges (Opportunities)

LEA	Highlights	Challenges / Opportunities
Worcester	Worcester County Public Schools moved into Stage Two of the <i>Responsible Return</i> model on September 28th. This stage (hybrid learning/ tiered model for support) enables schools to invite small groups of targeted students back for in-person learning. A 40 – 40 - 40 model servicing 120+ CTE students at the tech center is currently in place.	
Wicomico	Began the planning process for the return of small groups during the summer; Spent 6-7 weeks developing the plan, gathering input and acceptance from teachers. CTE was the first group to return. Servicing approximately 150 students. Transportation is moving 22 students at a time. A week – B week schedule Parkside High CTE Small Group Return News - https://www.wcboe.org/site/default.aspx?PageType=3&DomainID=4&ModuleInstanceId=6939&ViewID=6446EE88-D30C-497E-9316-3F8874B3E108&RenderLoc=0&FlexDataID=11688&PageID=1	Transportation and logistics. Mixed-mode teaching.
Washington	Washington County is excited to take the initial steps to welcome students back to classrooms. As of October 12, WCPS is in Stage 3 of our Return to Learn plan. Students will return in five stages. Stages will move forward or in reverse based on community health metrics that the State of Maryland has provided for guidance. Washington County Technical High students along with Kindergarten and other special populations were included in Stage 3, Oct. 12 return.	Lab and tool sanitation Transportation Mixed-mode instruction
Talbot	Talbot moved to the YELLOW phase of their recovery plan on Oct. 12 th . Elementary students who opted for in-person learning return this week using an AA-BB hybrid model. Secondary students will	Social Distancing Transportation

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	<p>return on Oct. 19th following the AA-BB hybrid model.</p> <p>Cosmetology in-person instruction began approximately 3 weeks ago during the ORANGE small group/ special group Phase 2 transition along with Special Ed. and ELL.</p>	Sanitation of labs
St. Mary's		
Somerset	<p>Somerset provided families with options related to instruction for the 20-21 academic year. Parent could choose between an all remote instruction model and a Sem 1 hybrid model. Hybrid instruction for special populations began Oct. 5. with a slow phase-in through Oct. 15th. The Somerset Career and Tech Center was included in the phase-in welcoming 50% of their students each week using an A week/B week hybrid schedule. It should be noted that since families may opt for remote instruction, teachers are required to deliver mixed-mode instruction (Teach CTE students in front of them and students at home at the same time.)</p>	Transportation.
Queen Anne's	<p>CTE students returned 1 month ago. Currently targeting 196 students in carpentry, welding, cosmetology and other trades. Starting Nov. 9th all grade levels will return using an AA – BB hybrid day schedule.</p>	
Prince George's	<p>All virtual learning at this time. Return to hybrid model beginning Semester 2.</p>	
Montgomery	<p>All virtual learning through the end of the first semester. Current plan to be reassessed in Nov. 2020. Operating 46 programs of study across the county. MCPS Recovery Team is examining what it would look like to return some students to schools in a hybrid model.</p>	<p>Laptops</p> <p>transportation</p>
Kent		
Howard	<p>Virtual learning and instruction through the end of the first semester.</p> <p>Survey to families open through Jan. 23rd regarding preferences for hybrid in-person instruction during the second semester.</p> <p>Wednesday is a system PD day. Utilizing a 4x4 instructional model</p> <p>Curriculum is being updated to meet the requirements of the 2020-2021 4x4 secondary class schedules. The ARL career academy courses will be year-long courses offered both semesters through the 4x4 schedule. High school-based career academy courses will be offered on a semester basis through 4x4 schedule. Students enrolled in ARL career academies may be provided supplies and tools to continue hands-on activities safely at home. National certification exams that must be given at an approved testing center will be offered to small groups of students throughout the year. Work-based learning experiences that are associated with career academies may begin once students are able to physically return to the classroom.</p>	
Harford	<p>5% of students returned for in-person instruction on Sept. 7th to Learning Support Centers. CTE students</p> <p>Hybrid in-person instruction began Oct. 12th. High school students will attend an A day (Monday or Wednesday) on one week and a B day (Tuesday or Thursday) on the other week or vice-versa. Some middle schools will allow students to attend the same day (Mondays for example) each week, while others who have different classes on A days and B days will need to rotate the in-person days like the high schools.</p>	<p>Technology; disconnect with DOIT and CTE regarding hardware and software needs.</p>
Garrett		

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Frederick	<p>Returned students in limited numbers to the Frederick CTE Center in September</p> <p>FCPS educators have worked to develop “Blueprints” that are available within Schoology. Blueprints are high quality curriculum materials developed, curated, built student-facing, and provided for immediate use in the classroom. This new way of building curriculum and resources allows teachers to focus time on connectivity and personalization in face-to-face, hybrid, or full-virtual environments.</p> <p>Planning for the second semester return for .PLTW / CDM at 10 comprehensive high schools</p> <p>Virtualizing CTE software on district computer servers and using other web-based tools as a solution for overcoming underpowered Chromebook deployments.</p>	
Dorchester		
Charles	<p>Wrote a grant for hands-on tutoring</p> <p>Phase II special populations will begin in-person instruction at the start of Q2. This includes CTE.</p> <p>Struggling with the possibility that some CTE teachers may apply for the CoVID-19 telework exemption.</p>	<p>Underpowered laptops are unable to run Adobe software, REVIT, AutoCAD.</p> <p>Not enough hands-on instruction</p>
Cecil		
Carroll	<p>Students have returned for in-person instruction at the Tech Center.</p> <p>Hybrid instructional model.</p> <p>When the CCCTC reopened in September, program teachers pre-assessed students on the information learned during school closures. This information was used to re-teach important concepts to prepare small groups of students for the integration of specialized industry standard equipment associated with their program and industry.</p>	<p>Dealing with laptop shortage issue in the district.</p> <p>Students are being told not to bring their laptops into school. Schools currently have no extra devices as they have been deployed.</p>
Caroline	<p>Specialized populations have returned in small groups for in-person instruction. Pre-K -2 came in first. CTE started on Sept. 21st. Focused on seniors: Cosmo, Culinary, AHP. Additional programs are scheduled to come in next. Looking at an additional 120 students at the Tech Center in the upcoming week. Utilizing an AA (Mon-Tues)-BB (Thurs-Fri) rotation model with Wednesdays as the break from in-person instruction day. Students use Zoom for virtual instruction on Wednesday. Do not allow sharing of materials. Social distance protocols are in place. 15-minute timers are used for “tight” in person instruction with small groups. 80% of CTE students have opted for in-person instruction. 65% countywide.</p>	
Calvert	<p>Reached 100% milestone for their 1-to-1 laptop program.</p> <p>Extensive use of Schoology LMS for virtual instruction.</p> <p>Provided additional professional development for teachers.</p> <p>In the process of re-applying for a Tech grant to support the purchase of software and equipment for CTE.</p>	<p>Mixed mode instruction? What does that look like for CTE teachers who do not traditionally lecture.</p> <p>Loss of value-added experiences for students such as hospital internships.</p>
Baltimore City		
Baltimore County	<p>Virtual instruction through February 1st. Working on a teacher and school informed plan to return specific programs to the classroom. Using quarterly PLC meetings in conjunction with subject matter experts to examine curriculum instruction for Q1 while looking ahead</p>	<p>Attempting to manage multiple software applications in a remote environment. Working with DOIT for remote installation solutions including a software</p>

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	to Q2. Quickly leveraged consumable funding to purchase “take home” CTE kits for students in CTE programs. Using CARES Act funding to purchase software and pay employees to write systemic lesson plans for the 240 courses that are offered.	download store. Transportation Food (breakfast and lunch logistics)
Anne Arundel	Career and Technical Centers (North and South) opened a few weeks back. Deployed kits for hands-on instruction. Using a virtual software deployment management system (VDM). Virtualization is helping with deployment to legacy computers. Planning for a new CAT-N. center. Aviation Maintenance program is moving forward.	
Allegany	Students in grades 6-12 and CCTE Seniors returned to school on Sept. 21 st . Juniors returned on Sept. 28 th to CCTE. A/B week schedule. A student cannot opt out of hybrid instruction at CCTE. They will be removed from CCTE if unwilling to attend in person. 95% participation. Highlighted their P-Tech program and that 2 students received their AA degrees prior to receiving their high school diploma.	

Abbreviated CTE Opening Panel - 10:15 a.m.

Panel members: Bill Eckles, Carroll; Robert Limpert, Harford; Mike Grubbs, Baltimore

- *Questions:*
 - *What opening approaches were considered and implemented?*
 - **Carroll:** All approaches were considered. Landed on a hybrid model of 2 days in-person / 3 days virtual. CTE was a part of the executive leadership conversation from the beginning. High-need critical CTE programs returned for instruction in Phase 1. Additional CTE programs (AHP, Cisco, Criminal Justice) returned for hybrid instruction in Phase 2. Oct. 19th all students return for hybrid instruction.
 - **Harford:** CTE was not a part of the original discussion of high priority students. Rob asked for permission to be part of the reentry conversation. Brought in a small group of 6 students in August as a “test case.” Used lessons learned from the summer experience to bring back small CTE groups this week. Seniors will return next week. Goal is to bring junior back in November. Follow all local and national guidelines.
 - **Baltimore:** CTE was not originally looped into the conversations at the executive level. Created a 5-page CTE overview document of program statistics, consumable needs (take home kits) and certification questions which was

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presented to Executive Cabinet. Developed a plan to bring small groups back. Achieved a quick win with the Randallstown High in-person summer CNA approval for graduated seniors. Dr. Grubbs quantified the immediate need for the summer program by sharing pictures of the students faces as well as equating it to a \$50,000.00 proposition. All 27 students achieved licensure through the summer program.

- ***What is your major concern in the current learning environment?***
 - **Carroll:** Tech Center transportation. Middle and High school pickup locations. Mixed mode instruction and the safety concerns associated with monitoring students in two locations at the same time.
 - **Harford:** You can't teach welding virtually. Additional planning and preparation that is being placed on the teacher to implement hybrid instruction. Provided all teachers with GO PRO cameras to use in their classes and shops. Early Childcare program dilemma. Board of Education is receiving pressure from parents to open these programs up so that they can drop off their toddlers at a school. Toddlers and students in the same space increases COVID risk exposure for ALL.
 - **Baltimore:** CTE proposals are based on lagging data. Turn-a-round time can be weeks. This creates implementation issues as the environment/ COVID pandemic changes daily/weekly. CTE has created an overnight travel like document for small group CTE hybrid instruction that requires a series of checkoffs to ensure all parties are looped in.
- ***How are you dealing with work-based learning (WBL) concerns?***
 - **Carroll:** Families have the option to opt in or out. Input around work-based learning was gathered from students, parents, and employers.
 - **Harford:** Same as Carroll County.
 - **Baltimore:** Approval to run the program came from the Office of Law. Created a waiver process for the district. Families have choices to opt in or out. CTE created a bank of projects for students to complete if they opted out of the worksite experience. 1300 students take advantage of WBL. 700 students have opted for the site-based in-person experience this year. 80% of Career Connections coordinators are visiting work sites to see students in action. BCPS did have 1 student contract COVID who was participating in WBL. Communication channels were in place to address the issue.

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10:45 a.m. - BUSINESS MEETING

Approval of 2019 Fall Minutes

Motion: Carrie Akins Second: Diane Stulz Action: passed without additions or corrections

Approval of Treasurer's Report and Budget

Motion: Genevieve Floyd Second: Diane Stulz Action: passed without additions or corrections

The MCTA budget was presented by Sharon Kramer. It listed the debits and credits since the Fall 2019 meeting. As of Oct. 14th, the Money Market account balance is \$10,844.79. The checking account balance is \$12,502.65. The budget will be posted to the MCTA Website when it goes live.

Approval of 2020-21 MCTA Focus Areas and Goals

Motion: Genevieve Floyd Second: Diane Stultz Action: passed without additions or corrections

Affirmation of 2020-21 MCTA Officers

- Douglas Handy, President
- Rob Limpert, President- Elect
- Sharon Kramer, Treasurer

No objections or discussion from the membership.

Old Business

No discussion

New Business

No discussion

Upcoming Dates

- Nov. 30-Dec. 4: ACTE Vision Conference
- March 24: MCTA Spring Meeting
- April 21-23: ACTE Region 1 Conference
Grand Rapids, MI
- July 26-28: MCTA Summer Institute
Turf Valley Resort

The primary MCTA meeting adjourned at 11:02 a.m.

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11:03 a.m. - Frederick County Public Schools Software Solution Discussion

MCTA members were given an option to remain in the Google Meet in order to hear from Frederick County Public Schools (Korbin Shoemaker) immediately followed the MCTA meeting. This meeting discussed virtualization software options. Korbin's notes are in red below.

1. Tease out the "nice to haves" and the "need to haves"
2. Chromebook District
3. Web-based Alternatives for the software with the highest needs
 - * CAD
 - * OnShape - <https://www.onshape.com/>
 - * AutoDesk Inventor-
 - * If student has robust computer enough they get Education/Student License of AutoDesk Software)
 - * Microsoft
 - * Office365
 - * All CS software is using web-based software
4. Requested FCPS Dept. of Tech Infrastructure (DTI) "virtualize" the software"
 - * Requested in March- No funds, time, man-power, server capacity
 - * Requested in June- DTI requested funds from the CARES Fund Grant
5. FCPS DTI
 - * Hundreds of Thousands from CARES Funds and Governor's Funds (X>\$300K)
 - * Servers, graphics cards, and software.
 - * VM Horizon Licenses
 - * Two Remote-In options- Chromebook approved!
 - * RDP- Remote Desktop-
 - * Windows 10 machine
 - * Low Graphic Software
 - * Microsoft
 - * Computer Science Software
 - * Eclips or Net Beans
 - * No hard limit on how many students can access this option.
 - * Chromebook App VM Horizon:
 - * Needed for High Graphic-
 - * AutoDesk
 - * Adobe (still utilizing Creative Cloud)
 - * 25 PLTW Software
 - * 1000 students at any movement (based on our licenses and server capacity)
 - * Tallied students/schedules to confirm we would not max out the demand.
 - * A little cumbersome of a log in process but students and teachers are appreciative
6. Additional Possible option
 - * Apache Guacamole (there are other version out there)
 - * Direct remote into a desktop/machine- (Not Chromebook compatible)
 - * Free

Let me know if you have any questions. I can put people in contact with our DTI if there are more technical question.

Korbin Shoemaker

Furthermore, a discussion ensued regarding having MCTA meetings more frequently due to the pandemic and use of videoconference software. Doug will discuss this with the officers at their next meeting.

All participants exited at 11:30 a.m. Meeting officially adjourned.

Submitted by Mike Weglein, MCTA Executive Director, Oct. 15, 2020

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