

# DOWNRIVER CAREER TECHNICAL CONSORTIUM

## CTE (In House and Transfer) Teachers/Dual Enrollment Program Coordinators

Tentative Due Dates and Commitments 2021-2022

| AUGUST 2021   |   | FEBRUARY 2022 |   |
|---|---|---------------|---|
| 4   | New State CTE Requirement Instructional Design Collaboration 10:00 am (Registration Required) | 2             | Career Expo - 6:00 pm @ WHS   |
| 18  | New State CTE Requirement training at DCTC 8:00 - 2:00  | 3             | Career Expo Alternate Date  |
| 25  | New State CTE Requirement training at DCTC 8:00 - 2:00  | 4             | 1st Semester CTE Grades Due and CTEIS Verification                            |
| 31  | Staff Kick-Off Meeting - 11:30 am   | 9             | Spring Count Day  |
|   |   |               |   |
| Ongoing   | Submit Wish List Items for Equipment and Purchased Services                                   |               | <b>MARCH 2022</b>   |
|   | <b>SEPTEMBER 2021</b>   | 3             | CIP Self Review - C08 Articulation/Agreements (Tarrow)                        |
| 9   | CTE Transportation Begins   | 3             | CIP Self Review - C08 Program of Studies (Tarrow)                             |
| 24  | Advisory Committee Roster Due - S. Tarrow   | 3             | CIP Self Review - C08 Perkins Recognized Credentials                          |
| 27-1  | Manufacturing Week (Virtual) - WBL Opportunity  | 3             | CIP Self Review - C08 Additional Credentials (Optional)                       |
|   |   | 8             | Student Career Fair @ WHS - WBL Opportunity                                   |
|   |   | 18            | 2nd Trimester CTE Grades Due and CTEIS Verification                           |
|   | <b>OCTOBER 2021</b>   | 18            | Ford/Corky Hancock Scholarship/Recognition Apps Due                           |
| 6   | Fall Count Day  | 23            | Spring Advisory- 6:00 pm Location CHS   |
| 7   | Skilled Trades Career Fair 8:15 - 12:30 (Virtual) - WBL                                       | 28-1          | DCTC Closed - Spring Break  |
| 7   | Marketing Meeting - 3:00 pm   | 31            | All Equipment and Supplies Budgets Must be Encumbered                         |
| 20  | Fall Advisory Meeting - 6:00 pm Location CHS  |               |   |
| 21  | CIP Self Review - C01 Teacher Certification   |               |   |
| 21  | CIP Self Review - C04: GAP Analysis   |               | <b>APRIL 2022</b>   |
| 21  | CIP Self Review - C04: Syllabi  | 7             | Marketing Meeting - 3:00 pm   |
| 21  | CIP Self Review - C04: Instructional Design   | 7             | CIP Self Review - C02 Professional Development (Program Specific & DPPD Form) |
| 21-22   | MME (Michigan Marketing Educators) Conference   | 8             | WBL Documentation Due (M Elliott)   |
|   |   | 13            | Seniors in Jeopardy of Failing Due  |
|   | <b>NOVEMBER 2021</b>  | 22            | Completion Certificates/Copies Due  |
| 2   | CTE Staff Professional Development Day 11:30 am   |               |   |
| 4   | Marketing Meeting - 3:00 pm   |               |   |
| 18  | CIP Self Review - C07 Room Arrangement  |               | <b>MAY 2022</b>   |
| 18  | CIP Self Review - C07 Environment (Displays/Posters)  | 3             | Outstanding Student Dinner - 6:00 pm  |
| 18  | CIP Self Review - C07 Program Recruitment   | 5             | Marketing Meeting - 3:00 pm   |
| 30  | Follow Up Surveys Due   | 5             | CIP Self Review - C04 Safety  |
|   |   | 5             | CIP Self Review - C05 Work-Based Learning                                     |
|   | NOTE: My Career Quest 2022  | 5             | CIP Self Review - C06 CTSO's  |
|   | <b>DECEMBER 2021</b>  | 13            | Credentials Documentation Due (M Elliott)                                     |
| 3   | 1st Trimester CTE Grades Due  | 19            | CIP Self Review - C03 Agenda (Spring Meeting)                                 |
| 9   | NTHS Induction - 6:00 pm @ WHS  | 19            | CIP Self Review - C03 Sign In (Spring Meeting)                                |
| 16  | CIP Self Review - C03 Membership Roster   | 19            | CIP Self Review - C03 Minutes (Spring Meeting)                                |
| 16  | CIP Self Review - C03 Agenda (Fall Meeting)   | 19            | CIP Self Review - C03 Program Inventory                                       |
| 16  | CIP Self Review - C03 Sign In (Fall Meeting)  |               |   |
| 16  | CIP Self Review - C03 Minutes (Fall Meeting)  |               |   |
| 20-31   | DCTC Closed - Winter Break  |               | <b>JUNE 2022</b>  |
|   |   | 3             | Last Day of CTE Transportation  |
|   |   | 7             | All CTE Transfer Students and Senior Grades Due and CTEIS Verification        |
|   | <b>JANUARY 2022</b>   |               |   |
| 17  | CTE Staff Prof. Development Day 9:00 am & 12:30 pm  | 16            | All CTE Student Grades Due  |
| 30-1  | Career Ed Conference  | 17            | Staff Check-Out Materials Due   |
|   |   |               |   |
|   |   |               | Have a GREAT summer!  |
| <b>*PLEASE NOTE THAT ALL DATES AND TIME ARE SUBJECT TO CHANGE</b> |   |               |   |