

CTE LEADERSHIP WORKSHOP AGENDA

CNM WORKFORCE TRAINING CENTER
5600 EAGLE ROCK AVE. NE
ALBUQUERQUE, NEW MEXICO 87113

The College and Career Readiness Bureau presents the CTE Leadership Workshop (formerly the CTE Applicant Workshop). This is a hybrid conference with both in-person and virtual options.

Wednesday, January 17, 2024

8:30 a.m. - 4:00 p.m.

8:30 - 9:00 a.m.	Registration/Continental Breakfast	Room 101-103
9:00 - 9:55 a.m.	Welcome and Introductions	Room 101-103
10:00 - 12:00 p.m.	CTE State Plan FY25-28 Overview	Room 101-103
12:00- 12:45 p.m.	Lunch/Networking Sponsored by NMACTE	Room 101-103
1:00 - 4:00 p.m.	EDGAR Training (Michael Brustein, Esq.)	Room 101-103

Thursday, January 18, 2024

8:30 a.m. - 4:00 p.m.

8:30 - 9:00 a.m.	Networking/Continental Breakfast	Room 101-103
9:00 - 11:15 a.m.	Workshop Breakout Sessions	See Below

Choose 3 Sessions A-E below (descriptions on page 2).

9:10 - 9:40 a.m.	Breakout Session 1
9:50 - 10:20 a.m.	Breakout Session 2
10:30 - 11:00 a.m.	Breakout Session 3

A. CTE 101	TBD
B. CTE Grant Application & Grant Mangement Site (GMS)	TBD
C. CTE Grant Supporting Documentation: Budget Update Forms & Federal Equipment Forms.	TBD
D. Programs of Study & the Career Cluster Guide	TBD
E. Work-Based Learning: A Career & Technical Education Pathway for Student Success	TBD

11:15 - 11:45 a.m.	P2C - Career Exploration	Room 101-103
11:45 - 12:30 p.m.	Lunch/Networking	TBD
12:30 - 3:15 p.m.	Best Practices	Room 101-103

12:30- 1:10 p.m.	Gallup-McKinley County Schools
1:15 - 1:55 p.m.	Western New Mexico University (WNMU)
2:00 - 2:40 p.m.	Rio Rancho Public Schools
2:45 - 3:15 p.m.	Questions

3:30 - 4:00 p.m.	CTSOs	Room 101-103
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Friday, January 19, 2024

8:30 a.m. - 12:00 p.m.

8:30 - 9:00 a.m.	Networking/Continental Breakfast	Room 101-103
9:00 - 11:00 a.m.	*Start your CLNA Process- Complete Step 1 of 5	Room 101-103
11:00 - 12:00 p.m.	Be Pro Be Proud	Parking Lot

*Mandatory (virtual or in person) Session for CTE FY25 Funding. Description on page 2.

Questions? Contact Judy Cruz at Judith.Cruz@ped.nm.gov or Tiffany Walker at Tiffany.Walker@ped.nm.gov

CTE LEADERSHIP WORKSHOP BREAKOUT SESSIONS THURSDAY, JANUARY 18, 2024

YOU WILL HAVE THE OPPORTUNITY TO ATTEND THREE SESSIONS OF YOUR CHOOSING.

A. CTE 101

A general overview of Career Technical Education (CTE) in New Mexico that includes: 1) helpful ideas for programming and career exploration; 2) presentation of supplemental CTE grant funding sources such as Perkins and Next Gen grants; 3) examples of grant-funded CTE programs of study and allowable uses of funds; and 4) introduction to basic resources such as New Mexico's Career Cluster Guide and career pathways.

B. CTE GRANT APPLICATION & GRANT MANAGEMENT SITE (GMS)

An overview of the Career and Technical Education (CTE) grant application that includes a demonstration of the grant management site (GMS) used to apply for CTE grants and a visual explanation of the CTE grant application funding cycle. This session will NOT include an overview of the grant reporting requirements.

C. CTE GRANT SUPPORTING DOCUMENTATION: BUDGET UPDATE FORMS & FEDERAL EQUIPMENT FORMS

Federal and State regulations require written documentation when an awarded CTE grant budget is revised after final approval. This session will review and show examples of required documentation and forms, and include the two most commonly submitted forms: the CTE grant budget update form (BUF) and the federal equipment form (Over \$5,000), which applies to equipment acquisition costs greater than \$5K. There will be open discussion for you to ask questions that may apply specifically to your CTE budget(s).

D. PROGRAMS OF STUDY & CAREER CLUSTER GUIDE

This session will take a deeper dive into Career and Technical Education (CTE) programs of study using the 3rd Edition of the New Mexico Career Cluster Guide Book. The presentation will review approved career clusters, career pathways, programs of study, what course sequencing means, and the connection that all of these have to students successfully concentrating in and completing CTE programs of study for graduation.

E. WORK-BASED LEARNING: A CAREER & TECHNICAL EDUCATION PATHWAY FOR STUDENT SUCCESS

The presentation from the New Mexico Department of Workforce Solutions aims to provide you with an understanding of work-based learning, different opportunities, and resources. Work-based learning is an educational approach that integrates classroom instruction with practical work experience, creating a dynamic and effective learning environment.

ADDITIONAL CONFERENCE INFORMATION

START YOUR CLNA PROCESS – COMPLETE STEP 1 OF 5

***ALL ARE ENCOURAGED TO ATTEND THIS SESSION, HOWEVER THE CTE GRANT MANAGER IS REQUIRED TO ATTEND.**

Join this session to complete step 1 of the 5-step process for the federally mandated comprehensive local needs assessment (CLNA). The first element required by the Perkins V CLNA process is an evaluation of the performance of the students served by your CTE programming, including an evaluation of performance for special populations. You will be guided through this step using your own data for an opportunity gap analysis and percentage point gap analysis specific to your district. Spend 2 hours with us today and you will save many hours of your time later. The **Annual Performance Review (APR) overview will be included in this session.**