



COLORADO DEPARTMENT of EDUCATION

Vision

All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.

Goals

Every student, every step of the way



Meeting Logistics & Desired Outcomes

Meeting:	Graduation Guidelines Industry Certificates Work Group				
Date:	May 30 th , 2014	Time:	9am-1pm	Location:	CCCS President's Conference Room
Meeting Lead:	Jennifer Jirous & Michelle Camacho Liu				
Meeting Participants:	Industry Certificates Work Group Members				
Meeting Objectives: <i>(Is a meeting necessary to accomplish the objectives?)</i>	<ul style="list-style-type: none"> - Report out on progress of development of list of industry certifications in each cluster area. - Debrief from and share resources from Sector Summit. - Begin outlining components of deliverable draft: <ul style="list-style-type: none"> o Definitions, Recommendations, Tools/Resources 				

Agenda Items and Next Steps

Time	Agenda Item	Notes & Next Steps <i>(be sure to include communication to those not at the meeting who need to know the results)</i>
9:00am	Welcome and Introductions <ul style="list-style-type: none"> - Recap of progress of group 	<ul style="list-style-type: none"> - Charge of group - Guiding principles - Accomplishments - Timeline - Next Steps
9:30am	Sector Summit Debrief & Resources	
10:15am	Cluster Area Groups Report Out <ul style="list-style-type: none"> - Time for groups to reconnect/set up 	<ul style="list-style-type: none"> - Certifications list - Challenges & successes - Other resources needed
11:30am	Outline Draft of Deliverable	<ul style="list-style-type: none"> - Explore components to include - Identify/create shared definitions - Brainstorm resources
12:15pm	Discuss Next Steps	<ul style="list-style-type: none"> - Resources/Experts to bring in - Crosswalk group members - Next Meetings
1:00pm	Adjourn	

Evaluate the Meeting:		
We stayed on track:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
We achieved the meeting outcomes:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
We clarified next steps:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
This meeting was time well-spent:	<input type="checkbox"/> No	<input type="checkbox"/> Yes

How can we improve the next meeting?