



West-MEC Central Programs CTE High Engagement Grant Description 2022-2023

West-MEC requests applications from any Counselors, Career Specialists, or Gear up Coaches in member district*, charter & private schools. Our goal is to enable these grantees to be better prepared in guiding students to college and career-ready opportunities.

ACTION PLAN REQUIREMENTS:

- Attend a minimum of **TWO** West-MEC Professional Development Offerings
- Provide classroom presentations to a minimum of **SIX** classes
- Bring students on a tour of a West-MEC campus (Link to schedule a tour: <https://bit.ly/3bl021V>)
- EXTRA CREDIT:** Participate in additional West-MEC PD trainings
- Thank you note
- Signed W-9 & Consultant form

A stipend of \$600.00 will be awarded, based on the top rubric scores. This competitive grant will be awarded to no more than 35 grant applicants.

Stipends are processed after the post-conference is conducted and all deliverables are collected. Stipends may take 6-12 weeks to process after all required paperwork is received.

Application due date: No later than **Tuesday, September 1, 2022**

Virtual Pre-conference dates (choose one): Sept. 7th (1:00-2:00pm): <https://bit.ly/3Q96Yka>
Sept. 8th (2:30-3:30pm): <https://bit.ly/3BYBZTP>
Sept. 9th (8:30-9:30am): <https://bit.ly/3JHHA2w>

Passcode: (For all virtual pre-conferences: **West-MEC**)

Post-conference date: _____ (No later than **Friday, April 10, 2023**)

Deliverables: _____ (attached)

NOTE: *If multiple counselors from the same school want to participate, different classroom teachers must be engaged.*

*Member school belongs to one of the 14 member districts that voted to join West-MEC.



ACTION PLAN - CTE Counselor <<Counselor Grant>> 2022-2023

I am looking forward to participating in the CTE Counselor High Engagement Grant and learning more about college and career pathways for students. Below is my commitment to an Action Plan to meet and exceed the grant requirements as outlined in the Grant:

Grantee Name: <<First Name>> <<Last Name>>

Office Phone: <<Office Phone Number>> | Cell Phone: <<Cell Phone Number>>

School: <<High School>>

Position at School: <<Job Title>>

ACTION PLAN REQUIREMENTS:

- Attend a minimum of **TWO** West-MEC Professional Development Offerings
- Provide classroom presentations to a minimum of **SIX** classes
- Bring students on a tour of a West-MEC campus (**Link to schedule a tour:** <https://bit.ly/3bl02LV>)
- EXTRA CREDIT:** Participate in additional West-MEC PD trainings
- Thank you note
- Signed W-9 & Consultant form
- Submit deliverables

A. Professional Development Offerings

A Closer Look: A Day in the Life of Healthcare/Medical Specialties (@ SWC)

Dental Assisting, Medical Assisting, Pharmacy Science, Physical Therapy, Veterinary Science

Wednesday, September 20th - In-person Presentation (Choose one):

- 8:00-9:30am**
- 3:30-5:00pm**

I will present to 3 classes for HealthCare: Honors Biology, Chemistry, Anatomy, Lab Science

1. Class Name: _____ Teacher Name: _____

Grade _____ # of Students: _____ Date of Presentation: _____

2. Class Name: _____ Teacher Name: _____

Grade _____ # of Students: _____ Date of Presentation: _____

3. Class Name: _____ Teacher Name: _____

Grade _____ # of Students: _____ Date of Presentation: _____

A Closer Look: A Day in the Life of a Physical Therapy Student (@ NWC)

Wednesday, Sept. 28th - 8:00-10:00am - In-person presentation

I will present to 3 classes for Physical Therapy: Geometry or higher Math, Physics, Lab Science

1. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
2. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
3. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____

A Closer Look: A Day in the Life of a Dental Assisting Student (@ NWC)

Wednesday, Sept. 28th - 3:00-4:30pm - In-person presentation

I will present to 3 classes for Dental Assisting: Geometry or higher Math, Anatomy, Lab Science

1. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
2. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
3. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____

A Closer Look: A Day in the Life of a Coding Student (@ NEC)

Thursday, October 6, 2022 - 1:00-2:30pm - In-person presentation

I will present to 3 classes for Coding: Geometry or higher Math, Foreign Language (Y2)

1. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
2. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____

3 Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____

A Closer Look: A Day in the Life of a Drone Tech. & Precision Machining Student (@ CC)

Thursday, October 13, 2022 - 1:00-2:30pm - In-person presentation

I will present to 3 classes for Drone or Precision: Geometry or higher Math, Physics

1. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
2. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____
3. Class Name: _____ Teacher Name: _____
Grade _____ # of Students: _____ Date of Presentation: _____

B. I will bring students on a tour of a West-MEC Campus

(“Request a Van” is available - Link to request a van: <https://bit.ly/3Qu9ml8>)

Date(s) of tour: _____

C. I will participate in additional PD/Training events. (Extra Credit)

Title of PD _____ Date: _____

Title of PD _____ Date: _____

D. Thank you Note: I will email the thank you note no later than _____.

E. W-9 and Consultant Form will be turned in at the Post-Conference.

Grant applicant signature _____ **Date:** _____

Note. If an emergency arises and I can't fulfill one or more of the commitments above, I will reach out to my West-MEC Grant Mentor to discuss an alternate plan to succeed in my grant. If multiple counselors from the same school want to participate, different classroom teachers must be engaged



West-MEC Professional Development Opportunities - Fall 2022

PD Circle - Link to Register: <https://pdcircle.west-mec.org/>

West-MEC CTE PD: I will attend a minimum of **TWO** of the following PD sessions and/or Open House Events (**Note: All PD is in-person**):

- "A Day in the Life of Healthcare/Medical Specialties" | Sept. 20, 2022 (8:00-9:30am) (SWC)
- "A Day in the Life of Healthcare/Medical Specialties" | Sept. 20, 2022 (3:30-5:00pm) (SWC)
- "A Day in the Life of a Physical Therapy Student | Sept. 28, 2022 (8:00-10:00am) (NWC)
- "A Day in the Life of a Dental Assisting Student" | Sept. 28, 2022 (3:00-4:30) (NWC)
- "A Day in the Life of a Coding Student" | October 6, 2022 (1:00-2:30pm) (NEC)
- "A Day in the Life of Drone Tech. & Precision Machining" | Oct. 13, 2022 (1:00-2:30pm) (CC)
- "Generation Orange" | October 28, 2022 (Time TBD) (START)
- "Application & Rubric Best Practices" | December 7, 2022 (9:00-10:00am) START
- "PLA for the Win" | January, 2023
- Open House @ Northeast Campus | Wednesday, October 19, 2022 (5:30-7:00pm)
- Open House @ Southwest Campus | Tuesday, October 25, 2022 (5:30-7:00pm)
- Open House @ Northwest Campus | Wednesday, October 26, 2022 (6:00-7:00pm)
- Open House @ GCC (Fire Science) | November 1, 2022 (6:00-7:00pm)
- Open House @ Central Campus | Thursday, November 3, 2022 (5:30-7:00pm)
- Open House @ EMCC (Culinary & EMT) | Tuesday, November 8, 2022 (6:00-7:00pm)
- Open House @ Northeast Campus | Thursday, October 17, 2022 (5:30-7:00pm)
- Open House @ Central Campus | Tuesday, December 6, 2022 (5:30-7:00pm)

Rubric for 'High Engagement' Counselor Grant 2022-23

Applicant Name _____

High School _____

<u>Action Plan Requirements</u>	<u>Possible Points</u>	<u>Total Points Earned</u>
Attend (2) West-MEC Professional Development Offerings	24	
(6) CTE High Engagement Classroom Presentations	60	
Bring students on (1) tour of a West-MEC campus	16	
*Extra Credit (2 pts. for each additional PD Attended)		
Total points to be eligible for and receive the \$600 stipend	100	

Deliverables:

- Professional Development Certificates (minimum of 2)
- Rosters for classroom presentations
 - Number of students
 - Class Title
 - Grade Level(s)
- Roster of Student Tour
 - [Request a Van](#)

Additional Professional Development Opportunities:

- CTE Training
- CTSO Events
- Advisory Council Meetings
- West-MEC Open Houses
- West-MEC Signature Events
- District Career Fairs

**To be completed by the
Grant Committee:**

Grant Amount Awarded: _____

Grant Declined: _____

Signature: _____

Additional Requirements:

- W-9 (first-time grant applicants only)
 - [W-9 Form](#)
 - Must be mailed, faxed, or hand delivered
 - DO NOT EMAIL
- Thank You note

***Extra Credit:** A stipend of \$600.00 will be awarded, based on the top rubric scores. This competitive grant will be awarded to no more than 35 grant applicants.