



**C.O.O.R.**

INTERMEDIATE SCHOOL DISTRICT

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To: Shawn Petri, Superintendent  
From: Natalie Davis, CTE Director  
Date: September 5, 2024  
Subject: CTE Department Update

### **CTE Construction Project:**

We are still waiting on the “boots” for the entry doors into the office and shop areas from the hallway. Otherwise the construction project is officially finalized.

### **Grants:**

We are wrapping up our 61C Equipment grant as well as the 61i grant for our teachers this month. You may notice we’ve made some improvements inside of the building and we will have a new sign before the end of this month.

### **Outreach/Marketing:**

Mike will attend the next CEAC Council meeting next week in West Branch. We will be meeting with our Perkins region within the next couple of weeks to go over planning for this year and make sure we’re all in compliance prior to my leaving. Mike is meeting with Charlton Heston Academy and Grayling this week to introduce himself and begin to build those relationships. Mike and I will meet with Sarah Allen together in Grayling, as well as Jason Schultz (construction teacher) and Ryan Kildee (CAD and CNC teacher) to develop a plan for Ryan’s program and continued track for CTE programming. Mike and I will also attend the northern MI group of CEPD directors on September 27th in Traverse City, which will be my last official work day.

### **Other:**

The school year has gotten off to a very positive start and things appear to be going well. Mike and I worked together for our teacher PD in August and everyone attended the COOR PD as well. After the PD I let Mike take the lead with our staff and we have continued to work together as he transitions. He is continuing weekly meetings with staff, and is also sharing a weekly email update with his calendar for the upcoming week to keep communication open.

My goal is to wrap up our grants and help him with as much reporting as possible prior to my end date, although there are some things that cannot be done until November.

I want to thank the board for the opportunity to help bring CTE opportunities to our region by building our center, as well as helping grow our programs. It has been very rewarding for me, although I’d hoped to pass the millage before retiring!