

## CTE Project Team

March 9, 2026

10:00-11:30am

<https://us06web.zoom.us/j/82988934556>

### Meeting Values

Start end on time & have a prepared agenda and stick to it  
Icebreakers to start meeting

Be present and prepared. Cameras on when possible

Assume good, positive intentions

Focus on shared goals and be solutions-oriented

Respect each other and be open to different perspectives

Include everyone– each person has an opportunity to contribute and voice their idea

Have clear, timely, and transparent communication

Attendees: Tina Dave, Lakshmi, Jon Fu, Tiffany Rodriguez-Tran, Zee Riesenberger, Jim Sherman, Janie Garcia, Jenée Crayne

Virtual warm-up: Lyn

Time keeper: Lakshmi

Note/minute taker: Jenée

Process observer: Jenée

- Warm up (5 min)
- Updates: (10 min)
- Input on ELL Healthcare Pathway: Welcome Center
  - **Welcome Center: CTE Team Input**
  - **CTE Team: Concentric Circle Concept**
- **Follow Up in EMT & Phlebotomy Pathways (Stage One:** Increase CTE outreach/opportunity information through the TST, CTE Coordinators, and teachers;)
  - For each Pathway: **Create a one page resource** doc for Teachers & TST (with hyperlinks to resources) (Phlebotomy & EMT) - [start with basic info for teachers and TST to better guide students](#)

- Create plan for utilizing the one page resource
  - Colleges will make a students friendly “opportunity” flyer for EMT & Phlebotomy
  - Send to jenée who will send it out to team with the info one pager
  - Team members will disperse it to teachers for input
  - Bring teacher feedback to CTE team for discussion.
- Meeting Close: (10 min)
  - Set April Agenda
  - Sign Up for meeting Duties
    - Virtual warm-up:
    - Time keeper:
    - Note/minute taker:
    - Process observer: