

*Promoting Rigorous Programs of Study*

**RPOS Project Meeting  
September 18–19, 2012  
Washington, DC**

**LOCATION:**

**September 18: Primary: PCP 10-038 | Breakouts: 10-020; 10-023; 10-024; 11-056; 11-027; 11-085**

**September 19: Primary: PCP 10-038 | Breakouts: 10-020; 10-023; 10-024; 11-056; 11-027; 11-083**

**September 18, 2012**

**Agenda Day 1: 8:30 AM – 5:00 PM**

<b>Time</b>	<b>Activity</b>
<b>8:30 – 9:00 AM</b>	<b>Arrival at OVAE and Registration</b>
<b>9:00 – 9:15 AM</b>	<b>Welcome and Overview from the U.S. Department of Education, PCP 10-038</b> <ul style="list-style-type: none"><li>• Dr. Brenda Dann-Messier, Assistant Secretary, OVAE</li><li>• Robin Utz, Branch Chief, DATE</li></ul>
<b>9:15 – 10:30 AM</b>	<b>State Project Debrief, PCP 10-038</b> <p>States will summarize (no more than 10 minutes/state) the content included in their 2011–12 annual project report. Presentations will include: (1) an explanation of the strongest Design Framework components; (2) a description of up to three positive lessons learned; and (3) identification of areas where technical assistance is needed.</p> <p>Following state presentations, participants will engage in a facilitated discussion to identify common themes and concerns and to identify topics for additional consideration during the meeting.</p>
<b>10:30 – 10:45 AM</b>	<b>Break</b>
<b>10:45 – 11:30 AM</b>	<b>Small Group Dialogue Session, PCP 10-020; 10-023; 10-024</b> <p>State teams will break into three facilitated groups to share experiences and exchange ideas to improve project activities. Breakout groups will include: (1) state education agency personnel, (2) local secondary and postsecondary team members, and (3) external evaluators.</p>
<b>11:30 AM – 1:00 PM</b>	<b>Lunch</b> <p>State team members will depart OVAE to pick up lunch and eat. The meeting will reconvene at 1:00 pm.</p>

**September 18, 2012**  
**Agenda Day 1 *Continued***

Time	Activity
<b>1:00 – 2:00 PM</b>	<p><b>RPOS Evaluation and Data Collection, PCP 10-038</b></p> <p>The OVAE team will present an overview of evaluation activities required under the RPOS Program, including expectations for an annual external evaluation, participation in the RPOS quantitative analysis study, and submission of enrollment data. The MPR project team will share findings from the 2010–11 collection of state data and engage participants in a discussion of data collection challenges and the types of technical assistance materials and support needed to improve reporting.</p>
<b>2:00 – 3:00 PM</b>	<p><b>Grant Management, PCP 10-038</b></p> <p>The OVAE team will discuss ED expectations regarding discretionary grant management and oversight and answer questions about grant administration.</p>
<b>3:00 – 3:15 PM</b>	<p><b>Break</b></p>
<b>3:15 – 4:30 PM</b>	<p><b>State Team Discussions</b></p> <p>State teams will convene to discuss Year 3 activities based on the day’s presentations and dialog sessions. States will be asked to identify areas in need of additional technical assistance from both federal staff and other state colleagues. OVAE and MPR team members will be available for consultation and support.</p> <p><b>Arizona: PCP 10-020; Maryland: PCP 10-023; Montana: PCP 10-024</b></p> <p><b>Kansas: PCP 11-056; Utah: PCP 11-027; Wisconsin: PCP 11-085</b></p>
<b>4:30 – 5:00 PM</b>	<p><b>Wrap-up and Day 2 Overview, PCP 10-038</b></p>

**September 19, 2012**  
**Agenda Day 2: 8:00 AM – 12:30 PM**

Time	Activity
8:00 – 8:10 AM	<b>Arrival at OVAE</b>
8:10 – 8:15 AM	<b>Overview of Day 2 Activities, 10-038</b>
8:15 – 11:35 AM	<p><b>State Team Individualized Assistance   State-to-State Meetings</b></p> <p>State project team leads will meet with OVAE in half-hour sessions to discuss their Year 3–4 activities and outstanding budget issues. Concurrently, other state team members will attend one-hour facilitated breakout sessions organized around RPOS components identified by states as either strengths or areas where technical assistance is needed (see attached meeting schedule). These sessions will enable states to share promising practices and consult with one another to identify strategies for solving state and local challenges.</p>
11:35 – 11:45 AM	<b>Break &amp; Room Transition</b>
11:45 AM – 12:15 PM	<p><b>State Dissemination Efforts/Scaling Up, PCP 10-038</b></p> <p>Federal staff will review grant expectations for state dissemination of project findings and solicit feedback from states on useful strategies.</p>
12:15 – 12:30 PM	<p><b>Summary and Next Steps, PCP 10-038</b></p> <p><b>Meeting Concludes</b></p>

The *Promoting Rigorous Programs of Study* project supports the Department’s mission—“**...to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access**”—by providing essential state and local expertise in the design of rigorous CTE instructional programs. This meeting supports project work by providing technical information to support state teams in

- strengthening the design and implementation of RPOS Design Framework components;
- instituting strategies and best practices for data collection, analysis, and reporting;
- planning and coordinating activities with local grantees to strengthen educational programs;
- complying with grant administrative requirements; and
- creating and initiating a dissemination plan to share project products throughout the state.

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<b>State Team Individualized Assistance and State-to-State Meetings</b>				
<b>Time</b>	<b>Individualized Technical Assistance by OVAE PCP: 10-020</b>	<b>Concurrent Session 1 PCP: 11-056</b>	<b>Concurrent Session 2 PCP: 11-083</b>	<b>Concurrent Session 3 PCP: 10-038</b>
<b>8:15 – 9:15 am</b>	Arizona (8:15 – 8:45)  Kansas (8:45 – 9:15)	College and career readiness  <i>Discussion Leads:</i> Maryland, Montana	Credit transfer agreements  <i>Discussion Leads:</i> Utah, Wisconsin	Accountability and evaluation systems  <i>Discussion Leads:</i> OVAE, MPR
<b>9:25 – 10:25 am</b>	Utah (9:25 – 9:55)  Wisconsin (9:55 – 10:25)	Professional development  <i>Discussion Leads:</i> Arizona, Montana	Marketing  <i>Discussion Leads:</i> Kansas, Maryland	Accountability and evaluation systems  <i>Discussion Leads:</i> OVAE, MPR
<b>10:35 – 11:35 am</b>	Maryland (10:35 – 11:05)  Montana (11:05 – 11:35)	Guidance and counseling  <i>Discussion Leads:*</i> Kansas, Wisconsin	Technical skill assessments  <i>Discussion Leads:</i> Arizona, Utah	Partnerships  <i>Discussion Leads:*</i> Kansas, Wisconsin

\*State teams will be split across topical areas.