

# Business, Marketing & Information Technology Education Division

2020 CareerTech Summer Summit  
Web Conference, State of Oklahoma  
August 5, 2020, 10:30 a.m. – 11:30 a.m.

## REGIONAL MEETING AGENDA

- I. Welcome.....Regional Vice President (1 MINUTE)
- II. Introduction of Attendees.....Chat Discussion & Google Introduction Form (5 MINUTES)
- III. Discussion Points
  1. **Resources for teaching virtually. (10 MINUTES)**
    - CYou Resources (Anything that you have used that isn't included on the list?)
    - What has your district done to prepare for the possibility of virtual learning?
    - With regards to software, will your students have access to the software you teach in the classroom setting from a homebound setting? If yes, how did you obtain that software/distribute to students? If no, what will you be teaching during virtual learning opportunities?
    - Are there any Professional Development opportunities that you would like to see the BMITE Division offer during this school year that would help you teach during virtual learning opportunities?
  2. **Planning for Substitute Teachers (10 MINUTES)**
    - Sometimes we have substitute teachers who are not "tech savvy". How do you prepare your classroom for those situations?
    - If your school district will have few substitutes during the upcoming school year, how do you plan on addressing this issue in your own classroom? (Instructors who have experienced this in the past, please discuss how you handled/continue to handle this situation).
    - What new procedures will you be implementing for substitute teachers in your classroom this school year?
    - Are there any Professional Development opportunities that you would like to see the BMITE Division offer during the school year that would help you adjust your substitute teacher plans to meet the needs of our new teaching environments?
  3. **Resources for Teacher's Well-Being (10 MINUTES)**
    - Our mental and physical health are both important to reducing the effects of stress in our lives. What are some strategies you use to help maintain your mental and physical health? What are some strategies you use to help reduce stress in your life?
      - o Example: Free Online Yoga
    - Do you have any online resources that will help with stress reduction as well as mental and physical health of teachers?
    - Are there any Professional Development opportunities that you would like to see the BMITE Division offer during the school year that would help you learn new strategies for managing stress during the school year?
      - o Talk-O Tuesday (Taco Tuesday) Grab some tacos and your Zoom account for a support group meeting.
  4. **Classroom Safety in a Pandemic Environment (10 MINUTES)**
    - How will your classroom environment change, if at all, during the upcoming school year?
    - If your district is taking a relaxed stance regarding COVID-19 safety protocols, what protocols will you be taking in your classroom? Will these protocols meet or exceed your district protocols?
    - If your district is taking a strict stance regarding COVID-19 safety protocols, what protocols will your classroom be adding and how will you implement the new procedures into your class day?
  5. **Regional Meeting Suggestions (Dates, Topics, Format) (5 MINUTES)**
    - Spreadsheet for PD, if interested, can participate. Could be a meeting to discuss what is and is not working in our new classroom environments.
  6. **Questions? (5 MINUTES)**

\*Links to Google Forms will be posted in the chat feature. Two forms will be posted—contact information and discussion points.

\*Given the topics being addressed, regions are split into Tech Center and HS so that each peer group can address their unique challenges.