

Facilitating Coordination in Agricultural Education - Coordinator

August 2021, Summary of Activities for Dean Dittmar *virtual

Professional Development Events Provided(0) Participants(0)

Meetings/Conventions/Conferences Attended(13)

- *Illinois Agri-Food Alliance Working Group Meeting
- Agriculture Breakfast at the State Fair, Springfield
- Agriculture Science Bill Signing with the Governor and Legislators, Springfield
- ROE Open Enrollment Meeting - Ware Group Accident Insurance, Champaign
- *Ag Ed State Staff Meeting
- *FCAE Staff Meeting
- *ISBE/FCAE Working Meetings with Andrew Klein(2)
- *Website Maintenance Meeting with Luke Allen
- *Website Maintenance Meeting with Tyler Wieghat, Luke Allen, John Edgar
- *ILCAE Officer Meeting in Prep of September 2 Meeting
- *FFA Alumni Board Meeting (Casino Night with Adam Loker)
- *ILCAE Chicago Area Ag Education Degree Program Committee Meeting

Miles Traveled - Auto(401)

Other Activities(15)

- Prepared ILCAE Survey for Future Funding and Summarized Data for Meeting
- Prepared Agenda for State Ag Ed Staff and FCAE Staff Meetings
- Assisted at the FFA Barnyard, Viewed Governor Tent, Met Lt. Governor, State Fair, Springfield
- Reviewed Monthly Reports of Cutting Edge Curriculum with the Agribusiness Library Revision
- Reviewed MANRRS Grant Final Reports and Invoices for Payment
- Created and Submitted FY22 FCAE IWAS Grant
- Updated FCAE and ILCAE Areas of the Website
- Sent Teacher and Individual Informational Requests
- ILCAE, IAVAT, CAERT/CEC, FCAE, ICAE Individual Member Phone Calls
- Assisted Susie Scott with Tasks and FY21 FCAE Grant Closeout
- Mentored and Assisted Staff with Projects
- Reviewed Staff Monthly Reports and Travel Reports
- Prepared for Presentations and Meetings
- Wrote and Sent Email Messages/Made and Returned Phone Calls and Texts
- Completed Monthly Reports