

Facilitating Coordination in Agricultural Education - Coordinator
June 2023, Summary of Activities for Dean Dittmar *virtual

Professional Development Events Provided(1) Participants(48)

AFNR Education, School Administrators and Officials, Illinois FFA Convention, Springfield - 48

Meetings/Conventions/Conferences Attended(18)

*IL AgriFood Alliance Meeting with Shanell Rainey Jacob and Tyler Strom(3)
*IL AgriFood Alliance Workgroup Meeting
*FCAE/ISBE Meeting with Andrew Klein
ROE Personnel Meeting with Susie Scott, Donna Kaufman, Gary Lewis, Champaign
State FFA Convention, Springfield (3 days)
ILCAE Executive Meeting with Allyn Buhrow, Springfield
ILCAE Meeting, Springfield
St. Louis AgriBusiness Club Meeting, St. Louis, MO
IAVAT Conference, Lisle (3 days)
IAVAT Board Meeting, Lisle
IAVAT Section Chairs Meeting, Lisle
University Ag Ed Council Meeting, Lisle
*National MANRRS Planning Meeting with Ebony Weber, Ian Smith, Derris Burnett
*National MANRRS38 Conference in Chicago Planning Meeting
End of Year Transition Meeting with Jennifer Waters and Susie Scott, Champaign
End of Year Transition Meeting with Jennifer Waters and Donna Kaufman, Champaign

Miles Traveled - Auto(1662)

Other Activities(19)

Assisted in Planning of School Administrator and Counselor Professional Development
Prepared and Sent Final Report for National MANRRS Grant for Illinois Junior MANRRS Event
Prepared New FY24 FCAE/IL AgriFood Alliance Contract Agreement
Prepared and Submitted FY24 FCAE LPS IWAS Grant Application and Budget
Prepared and Sent National AFNR Standards Revision Survey & Newsworthy National Items
Email Listserv Message
Prepared and Sent Feeding & Fueling the World Workshop for Science Teachers Email Listserv Message
Prepared and Sent Evaluation of the FCAE – Local Program Support Project Email Listserv Message
Prepared and Sent Final Message Announcing My Retirement Email Listserv Message
Prepared ILCAE Meeting Agenda and Communicated with Members
Coordinated Installation of Comcast Internet at the District Three Office in Lincoln
Assisted Susie Scott in the Closeout of FY23 FCAE LPS Budget
Ordered Office Supply Resources and Zoom Account
Sent Teacher and Individual Informational Requests
Communicated with ILCAE, IAVAT, FFA, FFA Alumni, FCAE, ICAE Individual Members
Assisted Susie Scott with Tasks
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