

TO: Ms. Patty Page, Superintendent

FROM: Wayne Massie, Interim Director of Career and Technical Education

DATE: 6/25/15

SUBJECT: CTE program review

Ms. Page,

Attached is the CTE program review as well as the end-of-the-year report.
Thanks

Contextual

The Career and Technical Education (CTE) program, within the North Kitsap School District, is a rigorous, applied-learning series of courses to allow students to discover their passion and be career and college ready at the end of their high school career. These programs continue to change to meet industry and student needs. CTE continued to have full classes and a presence in all four secondary schools and PAL. We currently have twenty-seven (26) staff members that teach at least one course within the CTE program. The average CTE FTE this year for the district was a little over 435. This down from some previous years, but within budget.

Costs

The CTE program is paid for from a Federal Perkins allocation and state apportionment money. These programs only fund students from the 7-12 grade level. The Federal Perkins grant was reported on earlier this school year. It helped to fund upgrades to the NKHS engineering lab and to pay .5 FTE for the district's Career CTE counselor.

This year the overall budget was around 2.6 million dollars in total for the CTE program. Staffing costs accounted for around two (2) million dollars and indirect money paid back into the district was around \$400,000 dollars at 15%. Direct costs (for parts of employee salaries) back into the district accounted for around 8% or \$180,000 dollars. The left over money was used as MSOC's for the overall and individual program budgets.

Achievement

The Career and Technical Student organizations are an integral part of all of our programs within the CTE department. These student organizations are involved in local, state, and national competitions as well as hosting leadership events. All of our classrooms have a leadership component built within them to enable our staff to teach 21st century leadership skills to our students. This enables our students to have as many job ready skills as possible when they reach the work-force, which is what many of our industry partners are looking for in the current job environment.

Program Goals

All of our programs do individual five-year plans that focus on four (4) main areas. These areas are; 1) Curriculum Development, 2) Professional Development, 3) Student Leadership, and 4) Facility/Equipment upgrades to meet industry standards. These plans are processed through their local advisory committee's and program instructors that meet, not only during many PLC's, but also during four (4) other meetings throughout the year.

Needs for the short-term (5 years or less)

There are some pressing needs that will continue to be addressed as we move forward. We will continue to formulate goals around the district and program goals with our advisory programs oversight.

- Continue to offer rigorous and relevant programs that meet industry needs and our local workforce development council recommendations.
- Continue to work “out-of-silos” as all students need to have a career (13-year) plan and be working toward that goal. Whether they attend a trade school, technical college, 2 or 4 year college or go straight to work they need 21st Century Skills and applied thinking and learning skills that CTE courses offer.
- Continue to meet industry standards regarding equipment and supplies within our programs.
- Continue to work with Olympic College and other Community College programs to increase our Tech-Prep (dual credit) opportunities for students within all of our program areas.

Future Recommendations:

As we continue to look forward to the next twenty (20) years there are a few larger recommendations that we would suggest.

- The Technology building needs to be upgraded as it was not able to be completed during the NKHS remodel. Within our long-range facility planning we need to plan for courses that will lead us into the next twenty (20) years, not for today.
- Continue to restructure our programs as industry needs develop and as graduation credits increase.
- Continue to integrate Common Core State Standards and Next Generation Science standards into all curriculums. As we do this we should be able to offer increased equivalency credits for our students to meet some of the EOC test standards and SBA requirements.
- Look closely at the Horticulture site and the possibilities for program there based on needs and interest.

North Kitsap School Board Presentation

Career and Technical Education 2015

Summary of Programs and Highlights-These are some of the opportunities, issues, highlights since I began in January 2015 as the interim director of CTE.

Tech Prep: Students can earn college credits through this program. It is a cooperative between K-12 schools and Olympic College. Students earn college credit and high school credit at the same time. Teachers report grades at the end of semester and/or end of the year to the tech prep people at the college.

Equivalency Credit: Classes taught through CTE in various areas also can be used to satisfy credit requirements for other subject areas. More courses were adopted by the SBE and OSPI this year. Examples: Financial Math (CTE) - math credit: Animation, Technology/Video Graphics and Special Effects-math or science credit: Engineering design- science credit: Consumer and Family Resources-math credit. These are efforts to ease the difficulty of meeting the 24 credit requirement soon to arrive.

Student of the Year Celebration: On May 12, twenty-three students from all four schools and those involved in each program in CTE were recognized for their efforts at NKHS with a certificate, verbal recognition and a dinner for them and their family. Five volunteers were honored for their efforts as well in various programs.

Leadership: Leadership is a major component of CTE programs. We have students who take part in various statewide leadership programs such as FBLA-Future Business Leaders of America; TSA-Technology Students Association; FCCLA-Family, Career, Community Leadership of America; WCTSMA-Washington Career and Technical Sports Medicine Association; and Equivalent Leadership Frameworks focusing on local leadership opportunities for students without the school joining a state or national organization and paying dues for every student.

Horticulture Site: The site was not being used upon my arrival because of a rodent problem. This was one of the first issues we addressed with maintenance. Bait boxes were installed and maintenance then worked to seal the greenhouses and to ensure the doors were tight enough that mice and or rats could not enter the building. This work was completed with the help of Dave Dyess and his crew and the program began this spring again. The timing was quite late, but some produce was still available for the ODIN INN near the end of the school year. CTE provided soil, beneficial insects, bark, porta potty, produce cleaning station and plants for the program. This program will need a considerable amount of monitoring as it continues. There is a great amount of potential for student learning and at some point increasing classroom opportunities using this site.

Programs of Study: These were completed last year and provide a guide for students as they pursue college and career readiness. Using a student's high school and beyond plan he/she can plan options

that will prepare him/her as they move toward college or career. Options include various courses of study that a student could pursue and this can be used as a guideline.

Highlights:

- CTE Showcase at the Kitsap Mall highlighted programs and there was show and tell from teachers about the programs such as engineering and the Remote Operated Vehicles.
- ROV-Remote operated vehicle challenge –These vehicles work underwater to negotiate courses, pick up objects and do other tasks. Partners: Navy, Keyport Engineering and volunteers
- Mad Hatter Tea Party-student in pottery class made tea pots and staff members voted on favorites
- Food Science- at Poulsbo MS this class invited guests to be served some of their cooking wares and students practiced serving the guests.
- Yearbook sales were strong-Yearbook is done in CTE classes

Upgrades this year:

- Technology for engineering labs at both high schools are getting new computers, (thin –clients), monitors and a server to handle the software needed in these highly technical classroom.
- A new CNC router was purchased for the Kingston HS engineering lab. This provides another teaching station and ensures this program is more comparable to the program at NKHS.
- A great amount of work this spring involved framework writing and upgrading to be approved by OSPI. Programs included: pottery, mechanical CAD, recording arts, engineering, digital graphics, photograph, video production, stagecraft, interior design, and many of these areas have multiple courses. These frameworks had to be placed on new forms, had to include Common Core elements in ELA, Math and other areas, had to include 21st Century skills and the leadership areas had to be well articulated. This was very time consuming for staff and for the CTE director since many staff had never written a framework. After a number of rewrites, some of the frameworks are still waiting to be approved at OSPI. Our district is not unlike many across the state in working through this task.
- The pottery kilns are to be moved this summer to the photography dark room at NKHS which is adjacent to the pottery room. Pottery to be fired will not have to be moved across the entire tech building to be fired, thus saving time, breakage, and allowing the teacher to supervise more adequately. Old equipment there is to be placed on a surplus list and old chemicals are being cataloged with MSDS categories so the county can accept them for disposal.

CAREER AND TECHNICAL EDUCATION

The district will provide a program of Career and Technical Education to assist students in making informed and meaningful educational and career choices; and to prepare students for post-secondary options. Career and Technical Education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's Career and Technical Education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation and includes advanced and continuing education courses. The program and its courses will be included as part of the regular curriculum of the district.

The district will establish local Career and Technical Advisory Committees to assist in the design and delivery of the district's Career and Technical Education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district's Career and Technical Education program will be related to employment demands, current and future, and to the needs and interests of students.

The board will annually review and approve the district plan for the design and delivery of its Career and Technical Education program. The plan will ensure academic rigor, including equivalency credit, align with education reform, establish program performance targets, address the skill gaps of Washington's economy and provide opportunities for dual credit. The superintendent will develop procedures which will ensure that all programs and courses are operated in conformity with the district's plan for Career and Technical Education and with all Federal and State laws prohibiting discrimination. Additionally, the superintendent will seek and utilize all available state and federal sources of revenue for the financial support of Career and Technical Education in the district.

Legal References:	RCW 28A.150.500	Educational agencies offering vocational educational programs -- Local advisory committees -- Advice on current job needs.
	RCW 28A.700	Secondary career and technical education.
	RCW 28A.230.130	Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other opportunities -- Exceptions.

Management Resources:

<i>Policy News</i> , June 2011	Additional Policy Updates
<i>Policy News</i> , February 2009	Career and Technical Education Programs

Revised: June 11, 2014
Revised: June 27, 2013
Revised: March 26, 2009
2000 Series Revised and Adopted December 10, 1998
North Kitsap School District