

Stafford Municipal School District

Career and Technical Education (CTE) Plan 2011-2016



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www.staffordmsd.org

Stafford Municipal School District Our Behaviors

➤ **Hire and Retain Great People**

Our behavior demonstrates people are our most important asset. We hire and retain people who 1) deliver great performance at all times; 2) contribute far beyond what is expected; 3) expand their jobs beyond official boundaries; and 4) participate in professional development. Great people provide **added-value** to our organization.

➤ **Act with Honor and Integrity**

Our behavior must embrace **honesty and integrity** and define our most important values; it means we honor our word and we attempt to do the right thing for our students and the community we serve; when everyone is watching and when no one is watching.

➤ **Deliver Results**

Our behavior demonstrates that measuring results is critical to educating our students. We are results-driven with a clear focus on The Main Thing: Individual Student Improvement and Development! By approaching the delivery of a data-driven, value-added education with a sense of **urgency**, we do not allow ourselves to become complacent.

➤ **Be a TEAM Player**

Our behavior demonstrates that **collaboration** creates a better organization, reduces value-subtracted issues, and improves results. Teamwork and cooperation increase student and staff effectiveness. We are not islands; we are all connected. We demonstrate that we assist each other even when it does not benefit us individually- it benefits the students.

➤ **Be a Good Neighbor**

Our behaviors demonstrate we have a fundamental respect for our community. We have a firm understanding our students, staff, and community are our **customers**. There must be partnerships with parents and the community.

**Stafford Municipal School District
DISTRICT MISSION STATEMENT**

The mission of SMSD, a diverse and visionary learning community, is to prepare each student to become a critical thinker and an ethical, productive citizen, through an unwavering commitment to provide multiple life and learning experiences led by dedicated professionals using innovative teaching techniques in an engaging learning environment.

**Stafford High School
CAMPUS MISSION STATEMENT**

The mission of Stafford High School is to provide a learning environment conducive to developing academically and technologically proficient individuals who will function as productive members of society with spirit, pride, and self-confidence.

**CAREER AND TECHNICAL EDUCATION
MISSION STATEMENT**

The Mission of Stafford Municipal School District's Career and Technical Education Program is to create an engaging learning environment that prepares academically and technologically proficient individuals to succeed in a diverse society.

**Stafford Municipal School District
Career and Technical Education Task Force Members
2010-11**

District

H.D. Chambers, Superintendent of Schools
Marva Rasberry, Assistant Superintendent Curriculum/Instruction and Assessment
Marva Cole, Ed.D, Federal Programs Director

Stafford Middle School

Betsy Hayes, CTE Teacher
Grace Landry, Counselor
Sandra Mills, CTE Teacher

Stafford High School

John Bressler, CTE Teacher
Sandra Driver, CTE Teacher
Frank Hoang, CTE Teacher
Jack Jebbia, CTE Teacher
Nathaniel Joseph, CTE Teacher
Shelby Nilsen, CTE Teacher
Myosha Oliver, CTE Teacher
Stacey Palmer, CTE Teacher
Karen Sikes, CTE Teacher
Keisha Smith, CTE Teacher
Angie Svetlik, Counselor
John Williams, CTE Teacher

Parents/Community

Louis Espindola
Velma Pete
Donnell Jones
Lisa Guillory
Julie Morino
David Fauvelle
Cindy Fauvelle

**Stafford Municipal School District
PERFORMANCE ANALYSIS NEEDS ASSESSMENT
Area of Focus: Career & Technical Education**

TAKS 2010

- ❖ There is a need to increase the percentage of CTE students who receive “Commended Performance” on the state assessment in the following areas:
 - Grade 7 Mathematics & Reading
 - Grade 8 Mathematics, Reading & Science
 - Grade 9 Mathematics & Reading
 - Grade 10 ELA, Mathematics, & Science
 - Grade 11 Mathematics & Science

- ❖ There is a need to increase the number of CTE students passing the state assessment in the following areas:
 - Grade 7 Mathematics & Reading
 - Grade 8 Mathematics & Reading

- ❖ There is a need to continue providing vertical alignment opportunities for CTE teachers.

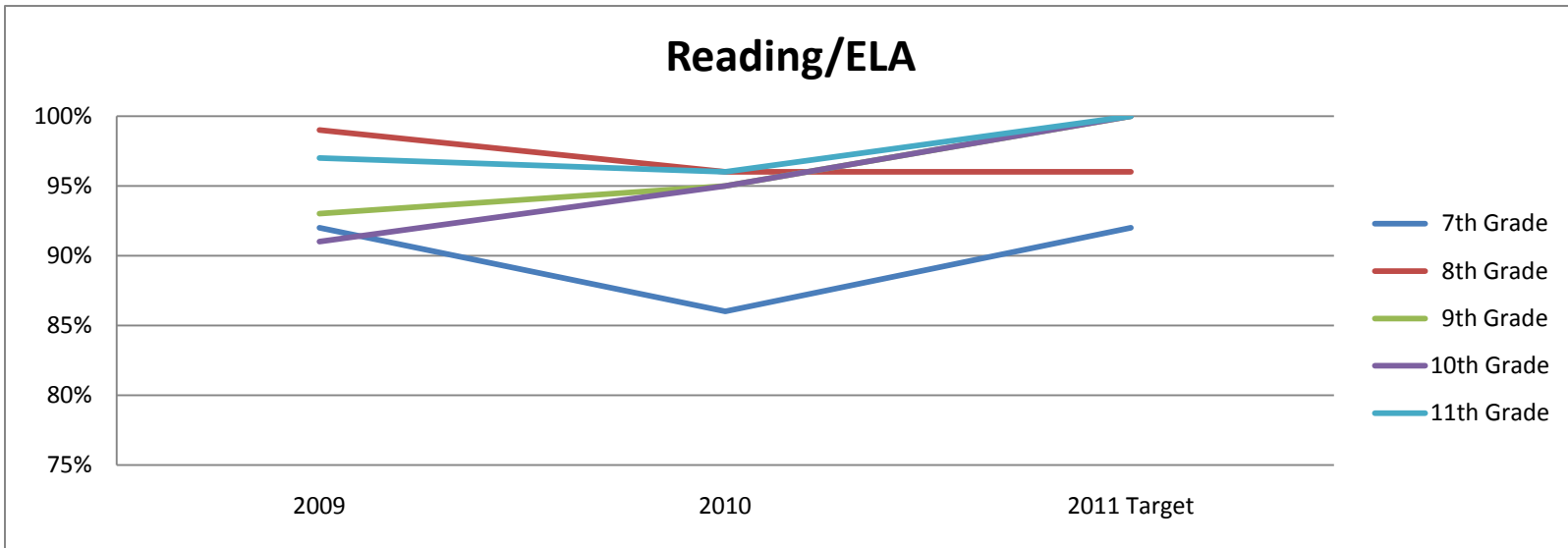
- ❖ There is a need to implement Achieve Texas strategies in grades K-12.

- ❖ There is a need to increase CTE awareness across the district.

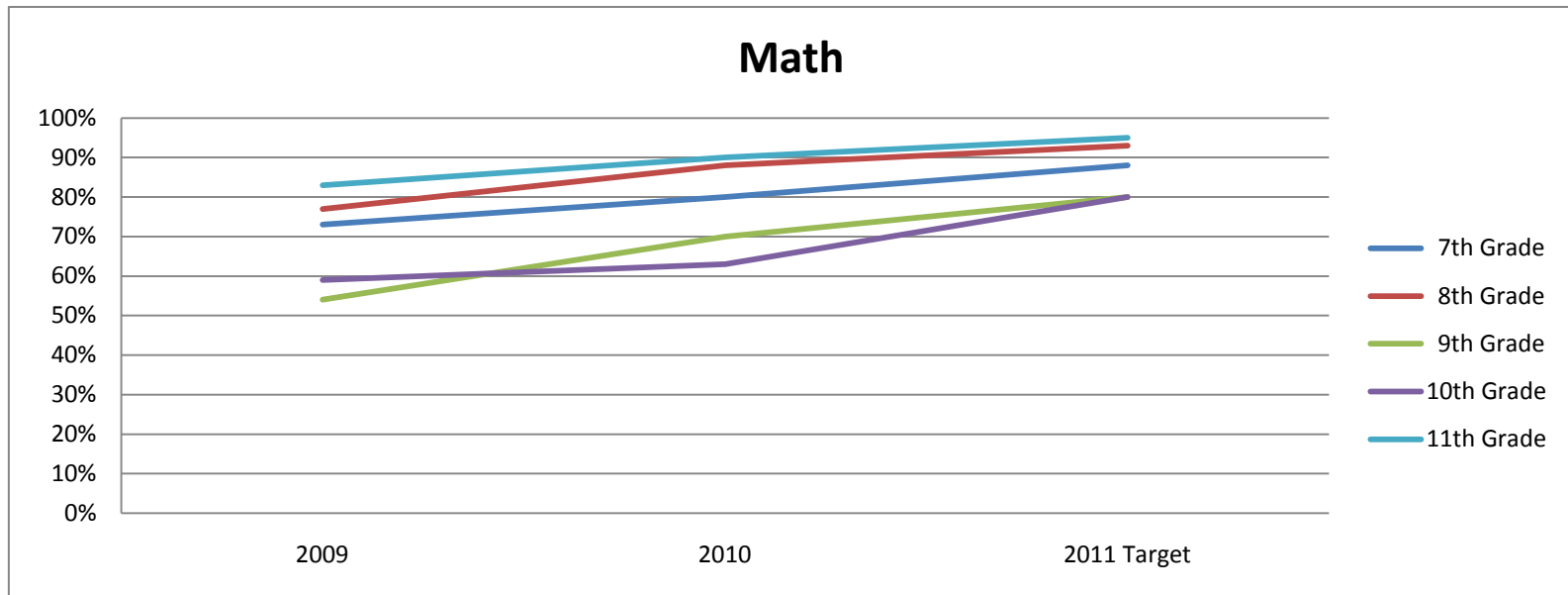
- ❖ Increase the number of CTE partnerships.

- ❖ There is a need to increase the number of CTE programs that result in entry-level certifications.

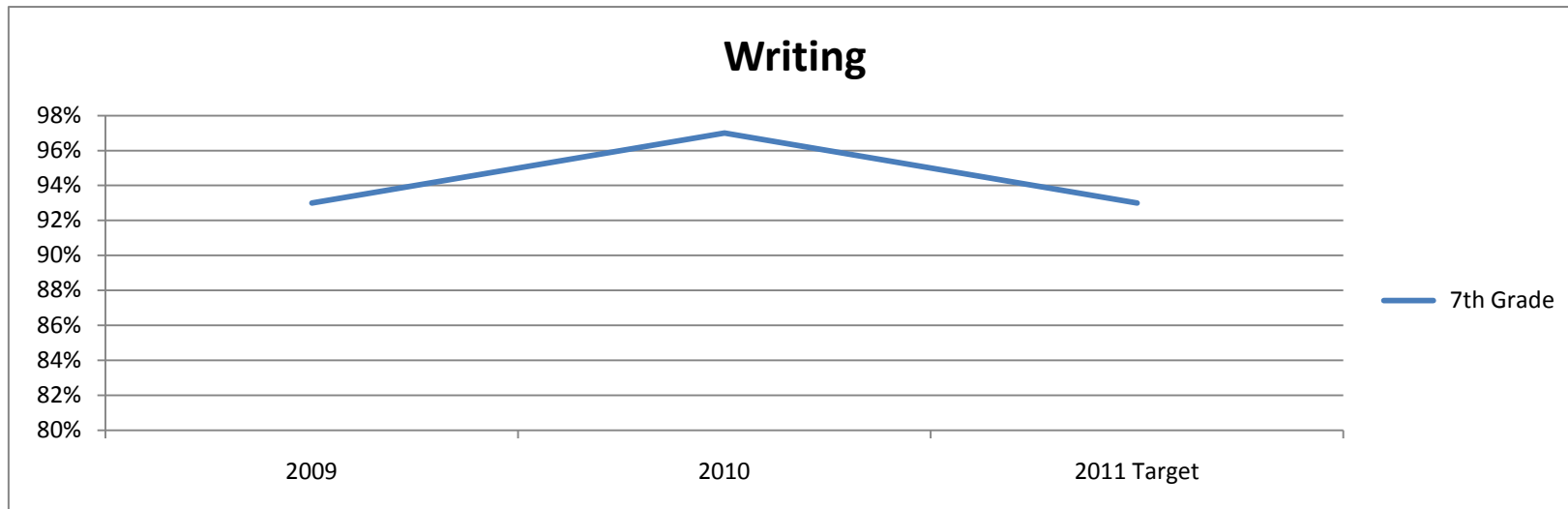
CTE Performance Analysis Needs Assessment Reading/ELA



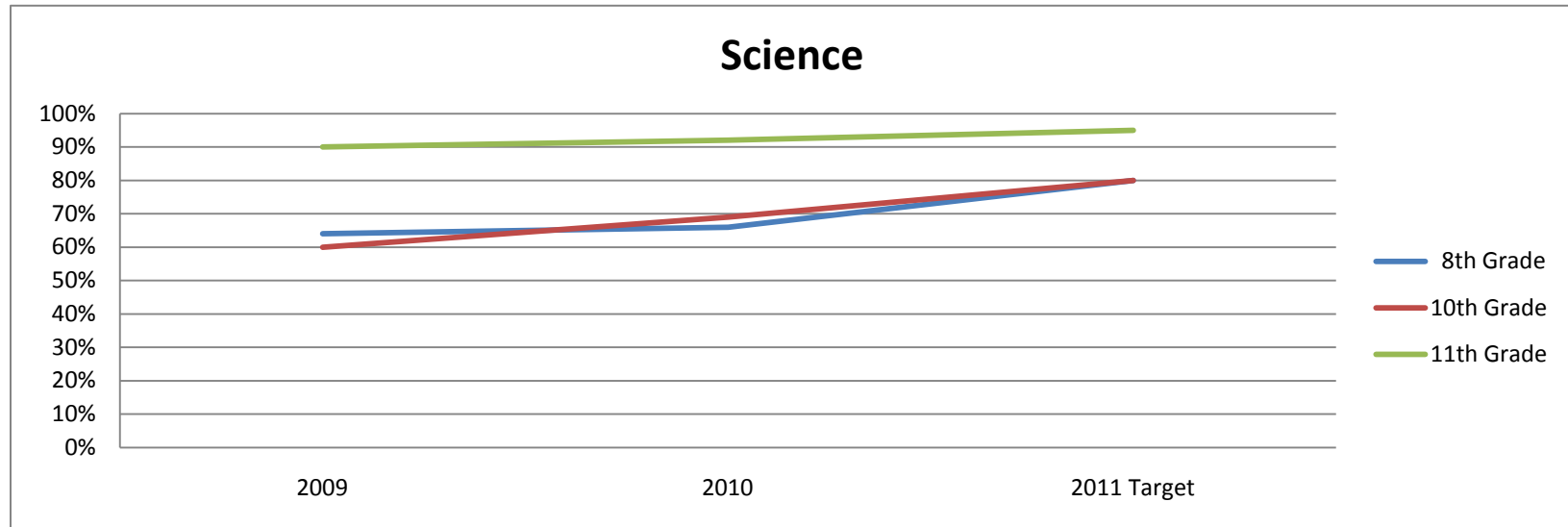
Group	2009	2010	2011 Target
7 th Grade	92%	86%	92%
8 th Grade	99%	96%	96%
9 th Grade	93%	95%	100%
10 th Grade	91%	95%	100%
11 th Grade	97%	96%	100%



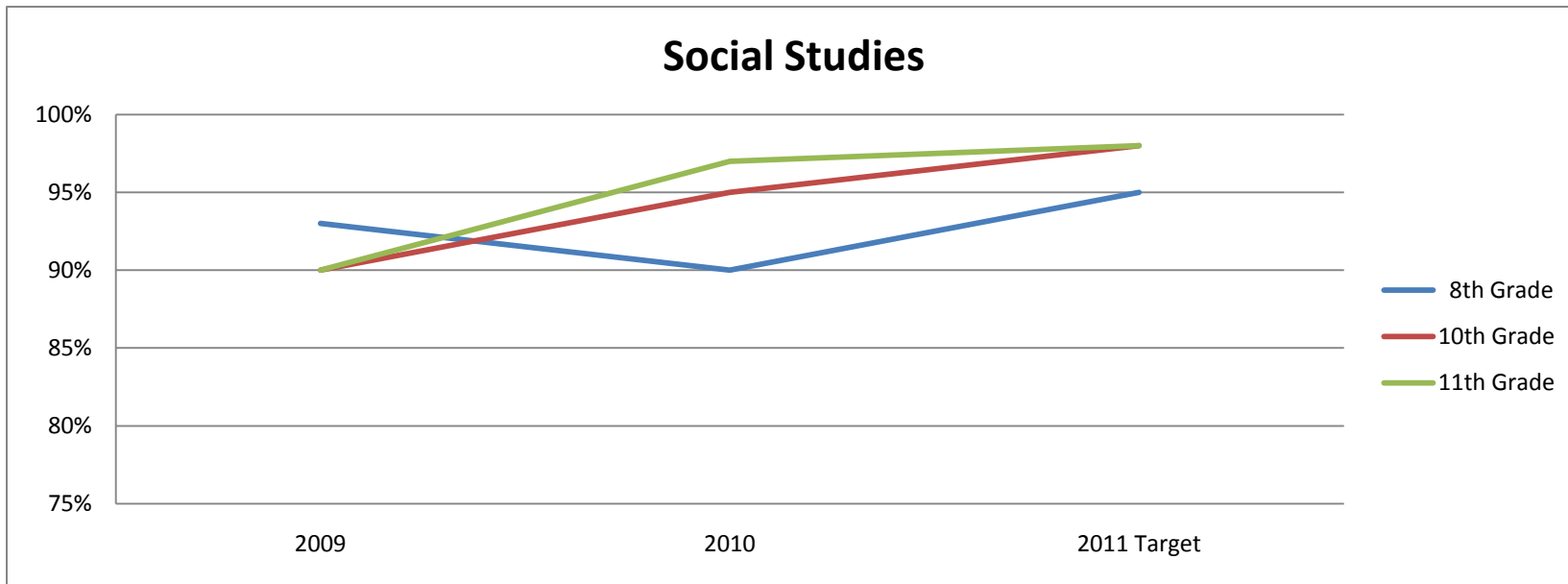
Group	2009	2010	2011 Target
7 th Grade	73%	80%	88%
8 th Grade	77%	88%	93%
9 th Grade	54%	70%	80%
10 th Grade	59%	63%	80%
11 th Grade	83%	90%	95%



Group	2009	2010	2011 Target
7 th Grade	93%	97%	93%



Group	2009	2010	2011 Target
8 th Grade	64%	66%	80%
10 th Grade	60%	69%	80%
11 th Grade	90%	92%	95%



Group	2009	2010	2011 Target
8 th Grade	93%	90%	95%
10 th Grade	90%	95%	98%
11 th Grade	90%	97%	98%

Career and Technical Education Plan – CTE SUMMARY OF GOALS

Goal 1: Prepare all students for a post secondary path with emphasis on Career and College Readiness, while improving student performance and maximizing learning for all.

- Performance Objective 1: Increase the percentage of all CTE students who pass state assessment in all subjects.
- Performance Objective 2: Advocate for 100% of all CTE students to graduate from high school with the “Distinguished” or “Recommended” Graduation Plan.
- Performance Objective 3: Increase federal and state accountability participation rate of all CTE subgroups to 100%.
- Performance Objective 4: Increase student attendance to 96% in all CTE subgroups.
- Performance Objective 5: Increase completion rate by 2% for all CTE subgroups with a target of 90% overall.
- Performance Objective 6: Increase the rigor of Career and Technical instruction at all levels.
- Performance Objective 7: Increase the level of CTE student participation in advanced courses.
- Performance Objective 8: Encourage CTE students’ participation in an SAT/ACT/PSAT Prep program offered by the district.
- Performance Objective 9: Identify a committee to research the possibility of implementing a National Technical Honor Society Program.
- Performance Objective 10: Continue to track and monitor State Assessment results of CTE students.
- Performance Objective 11: Identify a committee to plan Career Awareness activities for elementary grade level students.

Goal 2: Identify specific academic programs required to effectively prepare students for career workforce and higher education by integrating the use of technology.

- Performance Objective 1: Develop and maintain a seamless technology infrastructure for CTE instruction.
- Performance Objective 2: Utilize technology to enhance communication within the district, business and global communities.
- Performance Objective 3: Develop, implement, maintain, and monitor technology policies and controls for the purchase and use of technology equipment to enhance CTE instruction.
- Performance Objective 4: Maintain the replacement cycle for technology equipment.
- Performance Objective 5: Provide the hardware and training required to integrate technology into the CTE curriculum as a tool for improving the teaching and learning processes.
- Performance Objective 6: Provide student(s) and parent(s) information regarding post-secondary career path planning.

Stafford Municipal School District 2011-16-CTE Plan

Goal 3: Establish a strategic process to improve public confidence and support of the school through planning and maintaining the growth and improvement of CTE programs.

Performance Objective 1: Increase opportunities for parental involvement in CTE programs.

Performance Objective 2: Increase opportunities for community involvement in CTE programs.

Performance Objective 3: Continue to improve the quality of PEIMS data reporting as relates to CTE courses.

Performance Objective 4: Establish a CTE Advisory Committee for each CTE course pathway.

Goal 4: Engage in meaningful activities that promote positive CTE classroom environment that reflects high expectations.

Performance Objective 1: Research the possibility of implementing a CTE letter jacket program.

Performance Objective 2: Continue to reduce PEIMS reportable discipline referrals by 5%.

Goal 5: The District will recruit, select, retain and train highly –qualified CTE personnel.

Performance Objective 1: Increase professional development opportunities for all CTE staff; whereby addressing CTE content specific needs.

Performance Objective 2: Continue to recruit and retain highly qualified CTE faculty and staff.

Goal 6: Continue to implement an aligned curriculum utilizing the federal and state guidelines.

Performance Objective 1: Continue to expand the curriculum by aligning content and developing appropriate lesson plans for new course offerings.

Performance Objective 2: Develop a plan whereby CTE teachers collaborate with core content teachers to ensure College/Career Readiness Standards are taught.

Performance Objective 3: Track and monitor the use of C-Scope to ensure the teaching of embedded College and Readiness Standards.

Performance Objective 4: Identify dates to conduct alignment meetings for CTE and core content area teachers.

Goal 7: Increase student participation of all sub-groups in the CTE program that is representative of the entire student body.

Performance Objective 1: Solicit and recruit student participation of all ethnic groups in the CTE program that is representative of the entire student body.

Performance Objective 2: Continue to administer interest and aptitude assessments in an effort to increase student participation in CTE programs.

**Stafford Municipal School District
Career and Technical Education**

STRATEGIC AREAS

- Strategic Area I:** Academic Excellence and Continuous CTE Student Development and Improvement
- Strategic Area II:** State-of-the Art Technology Emphasis
- Strategic Area III:** Provide a Positive CTE Program Environment Reflecting High Expectations
- Strategic Area IV:** Recruit, Attract, and Retain Highly-Qualified CTE Staff
- Strategic Area V:** Actively Promote SMSD's CTE Program in Community, County, State, and Nation

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Goal 1: Prepare all students for a post secondary path with emphasis on Career and College Readiness, while improving student performance and maximizing learning for all.

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- Strategic Area V:** Actively Promote SMSD's CTE Program in Community, County, State, and Nation

Person Responsible:

Superintendent of Schools
 Assistant Superintendent CIA
 Chief Financial Officer
 Elementary/Secondary Directors of Instruction
 Campus Administrators
 Federal Programs Director
 Counselors
 Director of Technology

Brief Description:

Students graduating from High School through the CTE Program will be prepared for and accepted in post secondary Career and College Readiness programs.

Evaluation Benchmark:

2011-2016 State and Federal Accountability Results
 Data Collected on Students Entering 2/4-Year Post- Secondary Colleges and Universities and Technical School
 Status Checkpoints of CTE Plan
 Formal Observations
 Informal Observations

Progress Report Dates:

August - May 2011-2016

Resources Required:

SMSD Board of Trustees
 2/4- Year Colleges/Universities
 Time and Effort of SMSD Staff
 Post-Secondary Technical Schools
 Parental Support
 Teachers
 Stafford Community
 Hardware/Software
 Supplies and Materials
 Career Interest/Aptitude Assessment
 HoustonWorks Bridge Counselor
 AchieveTexas

FTE's Required:

12.5

Source of Funds:

Local Funds
 Carl Perkins

Amount:

Varies based on State Allotments and Federal Entitlement amounts.

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Goal 1

- Performance Objective 1: Increase the percentage of all CTE students who pass state assessment in all subjects.
- Performance Objective 2: Advocate 100% of all CTE students to graduate from high school with the “Distinguished” or “Recommended” Graduation Plan.
- Performance Objective 3: Increase federal and state accountability participation rate of all CTE subgroups to 100%.
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- Performance Objective 5: Increase completion rate by 2% for all CTE subgroups with a target of 90% overall.
- Performance Objective 6: Increase the rigor of Career and Technical instruction at all levels.
- Performance Objective 7: Increase the level of CTE student participation in advanced courses.
- Performance Objective 8: Encourage CTE students’ participation in an SAT/ACT/PSAT Prep program offered by the district.
- Performance Objective 9: Identify a committee to research the possibility of implementing a National Technical Honor Society Program.
- Performance Objective 10: Continue to track and monitor State Assessment results of CTE students.
- Performance Objective 11: Identify a committee to plan Career Awareness activities for elementary grade level students.

Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Use survey data from potential employers to assess prerequisite employability skills.	CTE Teachers Counselors HoustonWorks Bridge Counselor	X	X	X	X	X	X	X	X	X	X	X	X
Expand the role of Houston Community College (HCC) technical/business schools, and other 2-4 year colleges and universities.	Asst. Supt. CIA Principals Dir. Of Sec. Instruc. Post Sec. Educ. Institu. Staff Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Update and align the CTE program to meet workforce demands and student interest(s).	Principals HCC Staff CTE Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X

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Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Utilize the course offering(s) and student interest data to develop and implement staff's required certification needs.	Asst. Supt. CIA Dir. of Sec. Instruc. Counselors Principals CTE Teachers	X					X	X	X	X	X	X	X
Expand cooperative relationships within the business community in support of CTE programs.	Supt. of Schools Asst.Supt. CIA Dir. of Sec. Instruc. Principals Counselors HoustonWorks Bridge Counselor	X	X	X	X	X	X	X	X	X	X	X	X
Expand the offerings of internships and job-shadowing opportunities for eligible CTE students.	Supt. of Schools Dir. Of Fed. Prog. Counselors CTE Teachers HoustonWorks Bridge Counselor	X	X	X	X	X	X	X	X	X	X	X	X
Continue to develop and implement instructional strategies that will increase the performance levels of CTE students as measured on the reading, mathematics, science and social studies state assessments.	Asst.Supt. CIA Dir. of Sec.Instruc. Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Identify alignment meeting opportunities for CTE and core content area content teachers to collaborate	Dir. of Sec. Instruc. Principals CTE Teachers Core Content Teachers	X		x			X	X			X	X	X
Continue to develop and implement instructional strategies that will eliminate the achievement gap among grade levels and core subjects for all CTE students.	CTE Teachers Counselors Core Content Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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		Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Activity	Person(s) Responsible												
Continue to incorporate technical language into the curriculum to reinforce students' critical thinking skills.	Principals CTE Teachers ELAR Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Provide additional tutorials and other intervention strategies for CTE students.	Principals CTE Teachers Counselors Core Content Teachers	X	X	X	X	X	X	X	X	X	X		
Continue to collaborate with teachers to integrate CTE skills into interdisciplinary projects.	Dir. of Sec.Instruc. Principals CTE Teachers Core Content Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Goal 2: Identify specific academic programs required to effectively prepare students for career workforce and higher education by integrating technology.

<ul style="list-style-type: none"> ❖ Strategic Area I: Academic Excellence and Continuous CTE Student Development and Improvement ❖ Strategic Area II: State-of-the Art Technology Emphasis ❖ Strategic Area III: Provide a Positive CTE Program Environment Reflecting High Expectation ❖ Strategic Area IV: Recruit, Attract, and Retain Highly-Qualified CTE Staff ❖ Strategic Area V: Actively Promote SMSD's CTE Program in Community, County, State, and Nation 			
<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Chief Financial Officer Elementary/Secondary Directors of Instruction Director of Technology Principals Assistant Principals Counselors</p>	<p>Brief Description: A collaborative planning model of state-of-the-art technology integration will be used to implement an academic program of rigor that prepares students to successfully enter the workforce and schools higher education.</p>	<p>Evaluation Benchmark: 2011-2016 State and Federal Accountability Results Graduation/Post Graduation Employment and College Entrance Data</p>	
<p>Progress Report Dates: August – May 2011-2016</p>			
<p>Resources Required: Time and Effort of SMSD Staff Community IT Staff Parental Support Supplies and Materials Hardware/Software HoustonWorks Bridge Counselor Teachers</p>	<p>FTE's Required: 12.5</p>	<p>Source of Funds: Local Funds 211 Funds Carl Perkins Funds</p>	<p>Amount: Varies based on State Allotments and Federal Entitlement amounts.</p>

Stafford Municipal School District 2011-16-CTE Plan

Goal 2

Performance Objective 1: Develop and maintain a seamless technology infrastructure for CTE instruction.

Performance Objective 2: Enhance communication within district, business community and global community via Technology.

Performance Objective 3: Develop, implement, maintain, and monitor technology policies and controls for the purchase and the use of state-of the art technology into the CTE curriculum as a tool for improving teaching and learning.

Performance Objective 4: Maintain the replacement cycle for state-of-the art technology.

Performance Objective 5: Provide the technology hardware and training required to integrate state-of the art technology into the CTE curriculum as a tool for improving teaching and learning processes.

Performance Objective 6: Provide student(s) and parent(s) information regarding post-secondary career path planning.

Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Continue to expand knowledge for trouble-shooting technology hardware in all CTE classrooms.	Director of Technology IT Staff CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Implement innovative, engaging non-conventional instructional activities through the continuous integration of technology.	Director of Technology IT Staff	X	X	X	X	X	X	X	X	X	X	X	X
Continue to adapt infrastructure to create an engaging learning environment in all CTE classrooms.	Director of Technology IT Staff Teacgers	X	X	X	X	X	X	X	X	X	X	X	X
Continue to provide relevant professional development whereby integrated technology is emphasized.	Asst. Supt. CIA Principals Director of Technology IT Staff	X	X	X	X	X	X	X	X	X	X	X	X

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Goal 3: Establish a strategic process to improve public confidence and support of the school through planning and maintaining the growth and improvement of CTE programs.

<ul style="list-style-type: none"> ❖ Strategic Area I: Academic Excellence and Continuous CTE Student Development and Improvement ❖ Strategic Area II: State-of-the Art Technology Emphasis ❖ Strategic Area III: Provide a Positive CTE Program Environment Reflecting High Expectations ❖ Strategic Area IV: Recruit, Attract, and Retain Highly-Qualified CTE Staff ❖ Strategic Area V: Actively Promote SMSD's CTE Program in Community, County, State, and Nation 			
<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Chief Financial Officer Federal Programs Director Director of Secondary Instruction Secondary Campus Administrators</p>	<p>Brief Description: Stakeholder in the CTE strategic process will plan, implement monitor and adjust the CTE Program based on growth and improvement to build public confidence while supporting the high school efforts, annually.</p>	<p>Evaluation Benchmark: Increased in 2011-2016 State and Federal Accountability Results Decreased teacher turnover Yearly Satisfaction Survey</p>	
<p>Progress Report Dates: August – May 2011-2016</p>			
<p>Resources Required: Board of Trustees Stafford City Council Time and Effort of SMSD Staff Parental Support Business/Community Partners Counselors Core Content Teachers CTE Teachers HoustonWorks Bridge Counselor</p>	<p>FTE's Required: 12.5</p>	<p>Source of Funds: Carl Perkins Funds Local Funds</p>	<p>Amount Varies based on State Allotments and Federal Entitlement amounts.</p>

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Goal 3

Performance Objective 1: Increase opportunities for parental involvement in CTE programs.

Performance Objective 2: Increase opportunities for community involvement in CTE programs.

Performance Objective 3: Continue to improve the quality of PEIMS data reporting as relates to CTE courses.

Performance Objective 4: Establish a CTE Advisory Committee for each CTE course pathway.

Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Invite parents to participate in CTE related programs and activities.	Superintendent Asst. Supt. CIA Directors Principal All Teachers Booster Organizations	X	X	X	X	X	X	X	X	X	X	X	X
Establish and recognize all CTE volunteers and business partnerships.	Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Develop and utilize annual data reports that reflect CTE student involvement in extracurricular activities.	Asst.Supt. CIA Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Assist in hosting an Open House at the middle and high school levels to feature the CTE department annually.	Principals CTE Teachers Counselors		X						X	X			
Maintain a CTE calendar of events for the district.	Principals Clerical Staff Dir. Of Technology CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Expand awareness in the community and beyond to the existence of the entire Career and Technical Education Department through effective marketing strategies.	Assist. Supt. CIA Dir. Of Fed. Prog. Dir. Of Sec. Instruc. CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Continue to improve CTE department goals.	Asst. Supt. CIA Dir. Of Fed. Prog Principal CTE Teachers CTE Advisory Committee	X	X	X	X	X	X	X	X	X	X	X	X
Invite parents, community and business members to participate in District and Community EXPO showcasing CTE program and students.	Principals Counselors CTE Teachers Career Bridge counselor CTE Advisory Committee	X	X	X	X	X	X	X	X	X	X	X	X
Track and monitor the CTE PEIMS data entry information every 6 weeks to ensure accuracy.	Principals Data Entry Clerk PEIMS Coordinator			X		X		X		X	X		
Review and remain knowledgeable regarding written reporting procedures for attendance, budgeting, travel, graduation, drop-out rate, and PEIMS reflecting the CTE program and students.	Principals Attendance Clerk CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Continue to research and recommend national and state recognized CTE-related programs.	Asst. Supt. CIA Campus Admin. Counselors Dir. Of Instruc. CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Conduct yearly scheduled meetings to advise CTE students and parents about the importance of higher education and the necessary preparatory coursework.	Principals Assistant Superintendent CIA Post Secondary Institution Representative Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Set high CTE student expectations and develop graduation plans accordingly.	Principals CTE Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Conduct yearly scheduled meetings to inform CTE students and parents of financial aid availability for a post-secondary education pursuit.	Director of Secondary Instruction Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Continue to monitor Performance-Based Monitoring (PBM) program indicators, and program intervention.	Assistant Superintendent CIA Federal Programs Director	X	X	X	X	X	X	X	X	X	X	X	X
Continue to review and disseminate, as deemed appropriate the Performance-Based Monitoring Analysis System Manual as a resource to determine performance level of CTE program indicators to target interventions.	Asst. Supt. of CIA Federal Programs Director Principal Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Continue to review the CTE State Plan, annually, and implement revisions, as appropriate.	Federal Programs Director CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Continue to designate a program representative to collect, analyze, and communicate annual improvement data to the CTE Advisory committee.	Asst. Supt. of CIA Federal Programs Director Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Goal 4: Engage in meaningful activities that promote a positive CTE classroom environment reflecting high expectations

- ❖ **Strategic Area I:** Academic Excellence and Continuous CTE Student Development and Improvement
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- ❖ **Strategic Area IV:** Recruit, Attract, and Retain Highly-Qualified CTE Staff
- ❖ **Strategic Area V:** Actively Promote SMSD's CTE Program in Community, County, State, and Nation

<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Federal Program Director Chief Financial Officer Principal Assistant Principals Counselors CTE Teachers CTE Advisory Committee</p>		<p>Brief Description: Each CTE classroom will offer real-world activities that require students to problem-solve and engage in critical-thinking that impact a positive classroom environment.</p>		<p>Evaluation Benchmark: Student Survey Data Classroom Observations 2011-2016 State and Federal Accountability Results.</p>			
<p>Progress Report Dates: August – May 2011-2016</p>							
<p>Resources Required: Staff Training Information dissemination Time and Effort of SMSD Staff Parental Support Supplies Technology Department Houston Works Bridge Counselor Houston Community College CTE Students</p>		<p>FTE's Required: 12.5</p>		<p>Source of Funds: Local Funds Carl Perkins Funds</p>		<p>Amount: Varies based on State and Federal Entitlement Allotments</p>	

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Goal 4 – Performance Objective 1: Develop, implement and expand a distance learning program through classrooms at the middle school and high school levels.													
Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Continue to promote parental involvement on the CTE Advisory Committee and other areas regarding CTE program involvements.	Superintendent of Schools Assistant Superintendent CIA Federal Programs Director Principals CTE Advisory Committee Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Continue to identify and utilize available resources in district, community, government, and business community to support CTE program improvements.	Assistant Superintendent CIA Federal Programs Director CTE Advisory Committee	X	X	X	X	X	X	X	X	X	X	X	X
Continue to research grant opportunities and foundations that support CTE programs.	Assistant Superintendent Federal Programs Director District Grant Writing Committee	X	X	X	X	X	X	X	X	X	X	X	X
Continue to monitor an effective process for course determinations and additions.	Director of Secondary Instruction Counselors Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

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Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Continue to provide aligned professional development in the area of accountability for CTE as specified in the Carl D. Perkins Act and share with CTE Advisory Committee.	Assistant Superintendent CIA Federal Programs Director Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Continue to research, evaluate, recommend, and use appropriate instructional resources.	Assistant Superintendent CIA Principals Director of Secondary Instruction	X	X	X	X	X	X	X	X	X	X	X	X
Continue to research the consortium of career academy organizations to assist in the development and implementation of an effective program model.	Assistant Superintendent CIA Director of Secondary Instruction Federal Programs Director	X	X	X	X	X	X	X	X	X	X	X	X
Ensure that the district's CTE programs meet industry standards and implement this process in the CTE program.	Assistant Superintendent CIA Federal Programs Director Principals	X	X	X	X	X	X	X	X	X	X	X	X
Ensure that all CTE courses are equipped with appropriate instructional materials, resources, and enrichment tools aligned to College/Career Readiness Standards.	CTE Teachers Counselors Principals	X	X	X	X	X	X	X	X	X	X	X	X

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Goal 5: District will recruit, select, retain and train highly –qualified personnel.

- ❖ **Strategic Area I:** Academic Excellence and Continuous CTE Student Development and Improvement
- ❖ **Strategic Area II:** State-of the Art Technology Emphasis
- ❖ **Strategic Area III:** Provide a Positive CTE Program Environment Reflecting High Expectations
- ❖ **Strategic Area IV:** Recruit, Attract, and Retain Highly-Qualified CTE Staff
- ❖ **Strategic Area V:** Actively Promote SMSD’s CTE Program in Community, County, State, and Nation

<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Federal Program Director Chief Financial Officer Principals Assistant Principals Counselors CTE Teachers CTE Advisory Committee Students</p> <p>Progress Report Dates: August - May</p>	<p>Brief Description: Attain, retain, and develop talented and highly-qualified personnel using equitable, efficient procedures, consistent high-quality staff development, performance monitoring, and evaluations that result in professional growth.</p>	<p>Evaluation Benchmark: End-of-year Teacher Retention report Improved Assessment scores</p>	
<p>Resources Required: Job Fairs Formal Evaluations Time and Effort of SMSD Staff Professional Development Mentors</p>	<p>FTE's Required: 12.5</p>	<p>Source of Funds: Local Funds Carl Perkins Funds Title II, Part A</p>	<p>Amount Varies based on State and Federal Entitlement Allotments.</p>

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Goal 5 –

Performance Objective 1: Increase professional development opportunities for all CTE staff; whereby addressing the CTE content specific needs of CTE staff.

Performance Objective 2: Continue to recruit and retain highly qualified CTE faculty and staff.

Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Expand the awareness of potential teacher candidates at the university level via job fairs to the existence of the Career and Technical Education Department.	HR Department Principals CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Develop, implement and continue to expand recruitment strategies via personnel department of district.	HR Department Principals	X	X	X	X	X	X	X	X	X	X	X	X

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Goal 6: Continue to implement an aligned curriculum utilizing the federal and state guidelines.

<ul style="list-style-type: none"> ❖ Strategic Area I: Academic Excellence and Continuous CTE Student Development and Improvement ❖ Strategic Area II: State-of- the Art Technology Emphasis Strategic Area III: Provide a Positive CTE Program Environment Reflecting High Expectations ❖ Strategic Area IV: Recruit, Attract, and Retain Highly-Qualified CTE Staff Strategic Area V: Actively Promote SMSD's CTE Program in Community, County, State, and Nation 				
<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Federal Program Director Chief Financial Officer Principals Assistant Principals Counselors CTE Teachers CTE Advisory Committee Students</p>		<p>Brief Description: Implement and monitor the utilization of appropriate CTE content-related curriculum whereby students' academic needs are met.</p>	<p>Evaluation Benchmark: PBMAS monitoring systems 2011-2016 State and Federal Accountability Results.</p>	
<p>Progress Report Dates: August - May</p>				
<p>Resources Required: Community Support HR Services Eduphoria CTE Advisory Committee C-Scope Teachers SMSD Board of Trustee Parent Support Time and Effort</p>		<p>FTE's Required: 12.5</p>	<p>Source of Funds: Local Funds Carl Perkins Funds</p>	<p>Amount: Varies based on State and Federal Entitlement Allotments</p>

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Goal 6-
 Performance Objective 1: Continue to expand the curriculum by aligning content and developing appropriate lesson plans for new course offerings.
 Performance Objective 2: Develop a plan whereby CTE teachers collaborate with core content teachers to ensure College/Career Readiness Standards are taught.
 Performance Objective 3: Track and monitor the use of C-Scope to ensure the teaching of embedded College and Readiness Standards.
 Performance Objective 5: Identify dates to conduct alignment meetings for CTE and core content area teachers.

Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
CTE teachers will contribute to the alignment and writing of appropriate CTE curriculum and lesson plans for all new courses in CTE.	Assistant Superintendent CIA Director of Secondary Instruction Principals	X	X	X	X	X	X	X	X	X	X	X	X
Research the possibility of hosting informational meetings regarding CTE new courses.	Assistant Superintendent CIA Principals CTE Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Review, submit and monitor new courses in all CTE course pathway.	Assistant Superintendent CIA CTE Teachers Assistant	X	X	X	X	X	X	X	X	X	X	X	X
Offer professional development updates whenever CTE curriculum is revised and host vertical alignment meetings.	Assistant Superintendent CIS Director of Secondary Instruction Federal Programs Director Principal CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X

Goal 7: Increase student participation of all sub-groups in the CTE program that is representative of the entire student body.

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<ul style="list-style-type: none"> ❖ Strategic Area I: Academic Excellence and Continuous CTE Student Development and Improvement ❖ Strategic Area II: State-of the Art Technology Emphasis ❖ Strategic Area III: Provide a Positive CTE Program Environment Reflecting High Expectations ❖ Strategic Area IV: Recruit, Attract, and Retain Highly-Qualified CTE Staff ❖ Strategic Area V: Actively Promote SMSD's CTE Program in Community, County, State, and Nation 			
<p>Person Responsible: Superintendent of Schools Assistant Superintendent CIA Federal Program Director Chief Financial Officer Principal Assistant Principals Counselors CTE Teachers CTE Advisory Committee Students</p>		<p>Brief Description: The CTE Program will reflect the representative of all sub-groups of the high school campus identified through State and Federal Annual PEIMS reporting</p>	<p>Evaluation Benchmark: Annual increases by sub-group in The number of students entering and maintaining courses in the CTE Program.</p>
<p>Progress Report Dates: August - May</p>			
<p>Resources Required: PEIMS Coordinator Counselors Parents Time and Effort of SMSD Staff Instructional Technology Staff Software Hardware Supplies</p>	<p>FTE's Required: 12.5</p>	<p>Source of Funds: Local Funds Carl Perkins Funds Title III LEP Funds</p>	<p>Amount: Varies based on State and Federal Entitlement Allotments</p>

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Goal 7-													
Performance Objective 1: Solicit and recruit student participation of all ethnic groups in the CTE program that is representative of the entire student body.													
Performance Objective 2: Continue to administer interest and aptitude assessments in an effort to increase student participation in CTE programs.													
Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Continue administering a Career Aptitude and Interest test to all 5 th grade students	Principals Counselors	X	X	X	X	X	X	X	X	X	X	X	X
Develop, implement and continue to expand recruitment strategies to all ethnic groups in the middle and high school.	Principals Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Integrate and explore opportunities for advancing curriculum to include working with student organizations to increase ethnic awareness.	Principals Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Gather information from surveys given to representatives of internships and certifications programs to ensure all ethnic groups are included.	Principals Counselors CTE Teachers	X	X	X	X	X	X	X	X	X	X	X	X
Collect student enrollment data and analyze student enrollment in the CTE classes to determine representation of entire student body.	Principals Counselors CTE Teachers PEIMS Coordinator	X	X	X	X	X	X	X	X	X	X	X	X
Ensure all accommodations for sub-groups (i.e. special education, LEP, ESL) are met and used in curriculum.	Principals Counselors CTE Teachers Special Education Department Teachers Federal Programs Director	X	X	X	X	X	X	X	X	X	X	X	X