

**Tri-Tech Skills Center
Career & Technical Education
District Wide 5 Year Plan ~ 2018 - 2023**

Focus Area	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<i>Curriculum</i>	<p>Implement 2 new courses: Pre-Physical Therapy and Drone Manufacturing and Aviation.</p> <p>OSPI Program Re-Approval: Pre-Vet Tech (Agriculture)</p> <p>Review scope, sequence, curriculum, equipment and professional development needs for Skilled and Technical Sciences program areas: (Autobody Technology, Auto Systems Technology, Broadcasting Today, Construction Trades, Diesel Technology, Drone Manufacturing & Aviation, Digital Arts and Filmmaking, Firefighting, Law Enforcement, Video Game Design, Welding Technology)</p>	<p>OSPI Program Re-Approval: Skilled and Technical Science programs</p> <p>Review scope, sequence, curriculum, equipment and professional development needs for STEM & Health Sciences program areas: (Careers in Healthcare, Cosmetology, Dental Assisting, Pre-Nursing, Pre-Physical Therapy)</p>	<p>OSPI Program Re-Approval: STEM/Health Sciences</p> <p>Review scope, sequence, curriculum, equipment and professional development needs for Family & Consumer Science program areas: (Culinary Arts, Early Childhood Education, Teen Parenting/GRADS)</p>	<p>OSPI Program Re-Approval: Family & Consumer Science</p> <p>Review scope, sequence, curriculum, equipment and professional development needs for Business & Marketing (Cyber Security)</p>	<p>OSPI Program Re-Approval: Business & Marketing</p>
<i>Equipment/ Facilities</i>	<p>Capital Projects: Completion of Tri-Tech East project which will house Firefighting, Law Enforcement and the new Drone Manufacturing & Aviation Program.</p> <p>Pre-Construction efforts for the Core Growth project of approximately 16,000 square feet of new construction will include a new culinary arts facility, with dedicated classroom and event area and one additional classroom. Improvements to the northside main building entry and Improvements to pedestrian and vehicle circulation on the north end of the Tri-Tech Skills Center campus.</p> <p>New cabinets and added storage in the Pre-Nursing Skills classroom. Purchase of 5 new hospital beds, 5 new training mannequins, 2 new vital sign monitors on carts as well as a geriatric sensitivity training program and cart for mannequin storage.</p> <p>Continue to provide funding to ensure equipment is up to date with industry standards and uniform by program</p>	<p>Construction of the Core Growth project.</p> <p>Continue to provide funding to ensure equipment is up to date with industry standards and uniform by program</p> <p>Update equipment rotation schedule Evaluate software needs</p>	<p>Continue to provide funding to ensure equipment is up to date with industry standards and uniform by program</p> <p>Update equipment rotation schedule Evaluate software needs</p>	<p>Continue to provide funding to ensure equipment is up to date with industry standards and uniform by program</p> <p>Update equipment rotation schedule Evaluate software needs</p>	<p>Continue to provide funding to ensure equipment is up to date with industry standards and uniform by program</p> <p>Update equipment rotation schedule Evaluate software needs</p>

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	Update equipment rotation schedule Evaluate software needs				
<i>Work-Based Learning</i>	Support the development and growth of career connected learning. 10-week clinical rotations in Pre-Nursing Program Summer AYES internship program in Auto Expand industry partnership to provide more opportunities for students to job shadow Increase number of guest speakers Support curriculum related field trips	Support the development and growth of career connected learning. Develop internship program for Pre-Physical Therapy class.	Support the development and growth of career connected learning.	Support the development and growth of career connected learning.	Support the development and growth of career connected learning.
<i>Advisory Committees</i>	Further develop Drone Manufacturing & Aviation and Pre-Physical Therapy Advisory Committees. Review committee membership and recruit additional members Facilitate review of 5-year plan and program evaluation	Review committee membership and recruit additional members Facilitate review of 5-year plan and program evaluation	Review committee membership and recruit additional members Facilitate review of 5-year plan and program evaluation	Review committee membership and recruit additional members Facilitate review of 5-year plan and program evaluation	Review committee membership and recruit additional members Facilitate review of 5-year plan and program evaluation
<i>Program Improvement and Recruitment</i>	Continue to improve elementary and middle school tours of Tri-Tech Skills Center Facilitate the ongoing development and implementation of 5-year plans Work with targeted programs to develop and implement a marketing strategy: Radio Broadcasting, Careers in Healthcare, Culinary Arts, Pre-Physical Therapy and Drone Manufacturing & Aviation Review and update outreach strategies and materials	Continue to improve elementary and middle school tours of Tri-Tech Skills Center Facilitate the ongoing development and implementation of 5-year plans Work with targeted programs to develop and implement a marketing strategy: TBD	Continue to improve elementary and middle school tours of Tri-Tech Skills Center Facilitate the ongoing development and implementation of 5-year plans Work with targeted programs to develop and	Continue to improve elementary and middle school tours of Tri-Tech Skills Center Facilitate the ongoing development and implementation of 5-year plans Work with targeted programs to develop and	Continue to improve elementary and middle school tours of Tri-Tech Skills Center Facilitate the ongoing development and implementation of 5-year plans Work with targeted programs to develop and

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<i>Focus Area</i>	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
	<p>i.e program catalog, social media</p> <p>Promote non-traditional options/opportunities: Career Construction Day, MAGIC, CBC Non-Trad Day, Girls Can Code, targeted programs, etc</p>	<p>Review and update outreach strategies and materials i.e program catalog, social media</p> <p>Promote non-traditional options/opportunities: Career Construction Day, MAGIC, CBC Non-trad Day, Girls Can Code, targeted programs, etc.</p>	<p>implement a marketing strategy: TBD</p> <p>Review and update outreach strategies and materials i.e program catalog, social media</p> <p>Promote non-traditional options/opportunities: Career Construction Day, MAGIC, CBC Non-trad Day, Girls Can Code, targeted programs, etc.</p>	<p>implement a marketing strategy: TBD</p> <p>Review and update outreach strategies and materials i.e program catalog, social media</p> <p>Promote non-traditional options/opportunities: Career Construction Day, MAGIC, CBC Non-trad Day, Girls Can Code, targeted programs, etc.</p>	<p>implement a marketing strategy: TBD</p> <p>Review and update outreach strategies and materials i.e program catalog, social media</p> <p>Promote non-traditional options/opportunities: Career Construction Day, MAGIC, CBC Non-trad Day, Girls Can Code, targeted programs, etc</p>
<i>Post HS/Articulation</i>	<p>Update articulation agreements per timeline with CBC, YVCC, WWCC, etc.</p> <p>Support Career Specialists efforts with career fairs, post-high school training and education promotion activities</p> <p>Explore new articulation agreements</p>	<p>Update articulation agreements per timeline with CBC, YVCC, WWCC, etc.</p> <p>Support Career Specialists efforts with career fairs, post-high school training and education promotion activities</p> <p>Explore new articulation agreements</p>	<p>Update articulation agreements per timeline with CBC, YVCC, WWCC, etc.</p> <p>Support Career Specialists efforts with career fairs, post-high school training and education promotion activities</p> <p>Explore new articulation agreements</p>	<p>Update articulation agreements per timeline with CBC, YVCC, WWCC, etc.</p> <p>Support Career Specialists efforts with career fairs, post-high school training and education promotion activities</p> <p>Explore new articulation agreements</p>	<p>Update articulation agreements per timeline with CBC, YVCC, WWCC, etc.</p> <p>Support Career Specialists efforts with career fairs, post-high school training and education promotion activities</p> <p>Explore new articulation agreements</p>
<i>Student Leadership</i>	<p>Encourage and support all staff to provide leadership opportunities for all students both in and out of the classroom</p> <p>Provide in-service on OSPI POW template and support staff in completing the leadership document</p>	<p>Encourage and support all staff to provide leadership opportunities for all students both in and out of the classroom</p> <p>Provide in-service on OSPI POW template and support staff in completing the</p>	<p>Encourage and support all staff to provide leadership opportunities for all students both in and out of the classroom</p> <p>Provide in-service on OSPI POW template and support staff in completing the</p>	<p>Encourage and support all staff to provide leadership opportunities for all students both in and out of the classroom</p> <p>Provide in-service on OSPI POW template and support staff in</p>	<p>Encourage and support all staff to provide leadership opportunities for all students both in and out of the classroom</p> <p>Provide in-service on OSPI POW template and support staff in</p>

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Focus Area	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
		leadership document	leadership document	completing the leadership document	completing the leadership document
<i>Professional Development</i>	<p>Provide opportunities for teachers to stay current with industry standards through targeted conferences and in-services</p> <p>Provide opportunities for all staff to update/obtain First Aid/CPR certification</p> <p>Assist CTE teachers to attain and maintain certification</p>	<p>Provide opportunities for teachers to stay current with industry standards through targeted conferences and in-services</p> <p>Provide opportunities for all staff to update/obtain First Aid/CPR certification</p> <p>Assist CTE teachers to attain and maintain certification</p>	<p>Provide opportunities for teachers to stay current with industry standards through targeted conferences and in-services</p> <p>Provide opportunities for all staff to update/obtain First Aid/CPR certification</p> <p>Assist CTE teachers to attain and maintain certification</p>	<p>Provide opportunities for teachers to stay current with industry standards through targeted conferences and in-services</p> <p>Provide opportunities for all staff to update/obtain First Aid/CPR certification</p> <p>Assist CTE teachers to attain and maintain certification</p>	<p>Provide opportunities for teachers to stay current with industry standards through targeted conferences and in-services</p> <p>Provide opportunities for all staff to update/obtain First Aid/CPR certification</p> <p>Assist CTE teachers to attain and maintain certification</p>

CTE Director: 

General Advisory Committee Chair or designee: 

School Board Approval: Agenda Attached

Date: 5/2/18

Date: 5/2/2018

Date: _____

**Tri-Tech Skills Center
Career & Technical Education
District Wide 5 Year Plan ~ 2018 - 2023**

Focus Area Terminology

<p>Curriculum:</p> <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum ▪ Process used to evaluate and improve student performance 	<p>Program Improvement/Student Recruitment</p> <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ There is a written plan that provides program direction and improvement ▪ A program promotion plan is in place ▪ Equal access is provided to all students, including non-traditional and special populations
<p>Equipment/Facilities</p> <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file ▪ Safe practices are understood and implemented 	<p>Post HS/Articulation</p> <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible ▪ Program of Study in place ▪ Career planning, career guidance and knowledge of career pathways are provided
<p>Work-Based Learning</p> <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided ▪ Industry Certifications are available 	<p>Student Leadership</p> <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented ▪ 21st Century Skills (employability and leadership skills) are in integral part of the course
<p>Advisory Committees</p> <ul style="list-style-type: none"> • Review and endorse curriculum; assure alignment to program standards • Provide expertise in the design, development and delivery of programs/courses • Review labor market information 	<p>Professional Development</p> <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification ▪ Teachers are licensed and appropriately endorsed and current

KEY:
 Please identify progress of "Focus Activities" in current year only
C= Complete (Please note complete at the end of the activity)
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INSTRUCTOR(S) NAME: ROBERT LOZANO

SCHOOL NAME: TRI-TECH SKILLS CENTER **PROGRAM:** AUTO BODY TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Implement Visual Art equivalency credit. • Explore NATEF program certification process. 	Focus Activities: <ul style="list-style-type: none"> • Continue implementation of Visual Art equivalency credit. • Continue Exploration of NATEF program certification process. • Develop stencil unit of instruction for vinyl cutter 	Focus Activities: <ul style="list-style-type: none"> • Implement stencil unit of instruction for vinyl cutter
Continuing Activities: <ul style="list-style-type: none"> • Alignment and review are conducted by Auto Body Advisory Committee on an annual basis. • Industry employability concepts are taught. • Students take SP/2 Safety and pollution online Certificate • Students receive forklift training • Students take ASE certification 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Research media blast cabinet/equipment 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Review equipment and facilities needed by students and implement as recommended by the program Advisory Committee • All students must take General Shop Safety test and Area related Safety test. They must pass with 100% or retest.SP2 program • Maintain hand/power tools maintenance and replacement on a need basis • Spray equipment, paint booths, water separator, filter maintenance and disposal on a as need basis. 			

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INSTRUCTOR(S) NAME: ROBERT LOZANO

SCHOOL NAME: TRI-TECH SKILLS CENTER **PROGRAM:** AUTO BODY TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 	Focus Activities: Develop internships for 2 nd year students	Focus Activities: Continue development of internships for 2 nd year students	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> Continue Job Shadow Day for Students 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 	Focus Activities:	Focus Activities:	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> Auto Body Advisory committee, the Committee meets 3 times a year and sets the goals and follows through to make sure they are met. Update and review committee member list Labor Market Information reviewed annually. 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> A student recruitment plan has been developed A program promotion plan is in place 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> Signage/Banner for promo activities and industry information. 	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> Participate in Tri-Tech promotional activities Signage in shop promoting ABT and Show students pics displaying what we do. Industry info booth at HS and Beyond night. Promote program to non-traditional students 		
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> Post-high school information is integrated into the program Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> Implement scholarship application assignment. 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none">
	Continuing Activities: <ul style="list-style-type: none"> Update and maintain articulation agreements 		

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INSTRUCTOR(S) NAME: ROBERT LOZANO

SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: AUTO BODY TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Encourage students to participate in outside of school leadership activities (i.e. participation % in Haunted Forest) 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Participate in ASB activities. • Participate in student centered field trips • Industry visits • In house ABT skill competition • Students show off projects at HS and Beyond Night 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • Renew teaching certificate • Renew 1st Aid/CPR • Explore NATEF Instructor certification process. 	Focus Activities: <ul style="list-style-type: none"> • Renew 1st Aid/CPR exp 9/18 • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Participate in manufacturer workshops involving new products and techniques (SEMA/NACE) • Maintain appropriate certification • Participate/Host in manufacture workshops, receive training and certifications 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ 

ADVISORY COMMITTEE APPROVAL: APRIL 25, 2018

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INSTRUCTOR(S) NAME: LARRY BROOKES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** AUTOMOTIVE

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<p>Curriculum:</p> <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Review and refine strategies for Electude online textbook implementation. • National Guard Tour • CBC Automotive Tour • Program Reapproval 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Review and refine strategies for Electude online textbook implementation – renew licence • National Guard Tour • CBC Automotive Tour • Prepare for NATEF Recertification • Explore Electronic Repair Order with Tablets • Prepare for NATEF Accrediation 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Review and refine strategies for Electude online textbook implementation. • National Guard Tour • CBC Automotive Tour • NATEF Recertification
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Tri-Tech Auto uses NATEF Task & Job Sheets. • Math & Science are separated by category and individual assignments. • Competencies are aligned to NATEF and AYES standards • All students that complete two semesters back to back obtain Automotive Certificates • Tri-Tech Auto uses the Tri Tech Employability Skills Assessments and Skills USA PDP Program • Tri-Tech Auto uses the Tri Tech Portfolio and Skills USA PDP Program • Continue to revise Update 2nd year Curriculum for ASE, AYES and CBC curriculum in student accessible file on M:drive • Tri-Tech Auto uses SP2 Online for safety training and testing • Emphasis on customer relations and use of 3 C's. 		

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INSTRUCTOR(S) NAME: LARRY BROOKES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** AUTOMOTIVE

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Update current Scan Tool software • Purchase new scan tool C • Classroom Clickers C Purchase a Lap Top Lab Scope for 2 nd year students for the Engine Performance and Brakes units	Focus Activities: <ul style="list-style-type: none"> • Update to Hunter Road Force Tire Balancer C • Update Tire Changer • Classroom Clickers • Purchase a Lap Top Lab Scope for 2nd year students for the Engine Performance and Brakes units • Explore purchase options for a new Front end alignment machine and hoist. 	Focus Activities: <ul style="list-style-type: none"> • Update/construct individual portable components for the brakes and steering & suspension units with module components mounted on stands.
Continuing Activities: <ul style="list-style-type: none"> • All students must take Online Shop Safety test at SP2.org. They must pass with 80% or retest • Purchase/update hand held tools and test equipment • Continue to add needed electrical and computer training equipment from ATECH. • Add and plan for hybrid-electric test equipment and repair tools and equipment. • Update all fuel injection tools and equipment. • Update all Steering & Suspension tools and equipment. • Open Shop Wednesdays for student make-up and extra help 			
WORK BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • AYES Internships 	Focus Activities: <ul style="list-style-type: none"> • AYES Internships 	Focus Activities: <ul style="list-style-type: none"> • AYES Internships

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INSTRUCTOR(S) NAME: LARRY BROOKES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** AUTOMOTIVE

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Tri Tech Auto students shadow job sites at least two times a year for a total of six days. AYES Internships are available. • Students can also train for Service Writer or Parts Counterperson positions. Any student regardless of sex or race has the same opportunities to become an Automotive Tech <p>Time to prepare students for SkillsUSA</p>		
ADVISORY COMMITTEES			
<p>Advisory Committees</p> <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	<p>Focus Activities</p> <ul style="list-style-type: none"> • Work to integrate advisory board members in shaping curriculum changes. <p>Partnership with ASE for oil change day at Tri-Tech.</p>	<p>Focus Activities</p> <ul style="list-style-type: none"> • New advisory members that represent both dealerships and independents. 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Continue to recruit new advisory members that represent both dealerships and independents.
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • The Automotive Advisory Committee meets 3 times a year and sets the goals and follows through to makes sure they are met. • The Automotive Advisory Committee and AYES B&E Council review the program every year. <p>Review Labor Market Information Annually</p>		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
<p>Program Improvement/Student Recruitment</p> <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Construct a student built custom car for program promotion and tour activities. • Find donations to make the car possible. 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Construct a student built custom car for program promotion and tour activities. • Find donations to make the car possible. 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Construct a student built custom car for program promotion and tour activities. • Find donations to make the car possible.
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • All the participating Schools Students tour the Programs at Tri Tech. • Continued recruitment plan involving repair shops and students (AYES) Driving record in program recruitment – emphasis in program documents 		

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INSTRUCTOR(S) NAME: LARRY BROOKES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** AUTOMOTIVE

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Continue to Review Tech Prep agreement with CBC Automotive, revise if necessary. 	Focus Activities: <ul style="list-style-type: none"> • Continue to Review Tech Prep agreement with CBC Automotive, revise if necessary. 	Focus Activities: <ul style="list-style-type: none"> • Continue to Review Tech Prep agreement with CBC Automotive, revise if necessary.
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: Explore other options to replace SkillsUSA contests	Focus Activities: Explore other options to replace SkillsUSA contests	Focus Activities: <ul style="list-style-type: none"> • Continue to use leadership in the classroom and compete in SkillsUSA
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area 	Focus Activities: <ul style="list-style-type: none"> • Attend ATE Conference in February • Attend SEMA in November 	Focus Activities: <ul style="list-style-type: none"> • Attend ATE Conference in February • Attend AYES/NACAT Conference in July – Align to Schedule 	Focus Activities: <ul style="list-style-type: none"> • Attend ATE Conference in February • Attend SEMA in November

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INSTRUCTOR(S) NAME: HOLLY MILEWSKI

SCHOOL DISTRICT: KENNEWICK SCHOOL DISTRICT **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CAREERS IN HEALTHCARE

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Evaluation of Curriculum • Researching new textbook options • Precision Exams for Medical Terminology and Medical Front Office • Explore science credit option for program 	Focus Activities: <ul style="list-style-type: none"> • Research adding SimCharts back to curriculum • Purchase new textbooks and digital access • Work on science credit option 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Develop medication terminology curriculum and activities • MOS Certification exams • Reinforcing 21st century skills/employability skills 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Workstation upgrade • Basic classroom set of lab glassware (beakers, flasks and stir rods) 	Focus Activities: <ul style="list-style-type: none"> • Workstation upgrade • Basic classroom set of lab glassware (beakers, flasks and stir rods) 	Focus Activities:
Continuing Activities: <ul style="list-style-type: none"> • Implement health and safety curriculum • Develop small equipment rotation 			
WORK-BASED LEARNING			

KEY:
Please identify progress of "Focus Activities" in current year only
C = Complete (Please note complete at the end of the activity)
Bold Italics – Addition to plan
Text – (Strikethrough text) deleted from plan

INSTRUCTOR(S) NAME: HOLLY MILEWSKI

SCHOOL DISTRICT: KENNEWICK SCHOOL DISTRICT **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CAREERS IN HEALTHCARE

<p>Work-Based Learning</p> <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Extend internship sites to Lourdes and Trios Working on more short-term job shadows where students explore a variety of health care fields 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Strengthen job shadow sites and expand job shadow locations and options for students 	<p>Focus Activities:</p> <ul style="list-style-type: none">
<p>Continuing Activities:</p> <ul style="list-style-type: none"> Monitor mentor evaluations 			
<p>ADVISORY COMMITTEES</p>			
<p>Advisory Committees</p> <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 	<p>Focus Activities:</p> <ul style="list-style-type: none"> More outreach to health care industry to improve advisory membership and diversity Review Skills Gap/Labor Market Info 	<p>Focus Activities:</p> <ul style="list-style-type: none"> More outreach to health care industry to improve advisory membership and diversity Review Skills Gap/Labor Market Info 	<p>Focus Activities:</p> <ul style="list-style-type: none">
<p>Continuing Activities:</p> <ul style="list-style-type: none"> Yearly committee goals Recruitment and retention of members More contacts from outlying areas (Prosser, Connell, Ki-Be) 			
<p>PROGRAM IMPROVEMENT/STUDENT RECRUITMENT</p>			
<p>Program Improvement/Student Recruitment</p> <ul style="list-style-type: none"> A student recruitment plan has been developed A program promotion plan is in place 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Work on potential 2nd year when frameworks go up for readoption Attend school career interest nights and activities in the community 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Potential 2nd year when frameworks go up for readoption Attend school career interest nights and activities in the community 	<p>Focus Activities:</p> <ul style="list-style-type: none">
<p>Continuing Activities:</p> <ul style="list-style-type: none"> Work on updating frameworks and program standards Attend community career events in school Produce quality activities for students to participate in during tours Develop program brochure for promotion 			
<p>POST HS/ARTICULATION</p>			

KEY:
 Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: HOLLY MILEWSKI

SCHOOL DISTRICT: KENNEWICK SCHOOL DISTRICT **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CAREERS IN HEALTHCARE

Post HS/ Articulation <ul style="list-style-type: none"> Post-high school information is integrated into the program Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> Review articulation with CBC 	Focus Activities: <ul style="list-style-type: none"> Review articulation with CBC 	Focus Activities:
Continuing Activities: <ul style="list-style-type: none"> Work with student to apply to local 2 year/4 year colleges Roadmap activities from Tri-Tech to post-secondary school/work options Guest speakers from CBC on post high school options 			
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> Leadership competencies are integrated into the curriculum Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> Research HOSA chapter (look to start) Field trips to CBC, Career Connect Tri-Cities, EWU/WSU Healthcare Careers, Seattle Pacific campus tour Tri-Fest Competition 	Focus Activities: <ul style="list-style-type: none"> HOSA chapter (look to start) Field trips to CBC, Career Connect Tri-Cities, EWU/WSU Healthcare Careers, U of W campus tour 	Focus Activities: <ul style="list-style-type: none">
Continuing Activities: <ul style="list-style-type: none"> TT Video Counselor Meeting Student Ambassadors High School & Beyond Night Ropes Course STEM Like ME grant competition-2017 winners Health and Safety Expo Tri-Tech Challenge Cup 			
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> Teachers have knowledge, training and pathway-related industry skills in their program area 	Focus Activities: <ul style="list-style-type: none"> CPR BLS Instructor Certification Finish CWU Block program Update CPR/First Aid certification 	Focus Activities: <ul style="list-style-type: none"> Attend National Science Teacher Association Convention Kadlec Summer Camp 	Focus Activities: <ul style="list-style-type: none">

KEY:
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INSTRUCTOR(S) NAME: HOLLY MILEWSKI

SCHOOL DISTRICT: KENNEWICK SCHOOL DISTRICT **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CAREERS IN HEALTHCARE

<ul style="list-style-type: none"> ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 		<ul style="list-style-type: none"> • Exploring training option for medical coding 	
<p>Continuing Activities:</p>			

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ ABBY MATTSON _____

ADVISORY COMMITTEE APPROVAL: _____ 2/6/2018 _____

KEY:
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INSTRUCTOR(S) NAME: MAT ADELMAN

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** COMPUTER GAME PROGRAMMING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Decision on curriculum 	Focus Activities: <ul style="list-style-type: none"> • Explore Unity certification, if appropriate 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Continue alignment of instructional materials to meet industry standards and advisory committee rec. • (0.5) Tech English Credit • (1.0) Fine Arts Credit • (1.0) Mathematics Credit • Review implemented employability skills • Portfolios – Digital • 		
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> • Update lab • Expand VR stations • Explore standing desks 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Review equipment and facilities for upgrade • Safety review 		

KEY:
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INSTRUCTOR(S) NAME: MAT ADELMAN

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COMPUTER GAME PROGRAMMING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	•		
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> • Explore wsl opportunities for students in local coworking space 	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • Student job shadows provided, monitored, evaluated and recorded • Lab experience in class settings are used • Industry guest speakers (WSU – PNNL) • Industry field trips (EWU) • Internships when available • In-house jobs for Tri-Tech or Kennewick District • Non-profit organizations • Documents on file at District Office used for evaluations, meetings, student observations, Travel 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Focus questions for advisory • Teacher meeting prior to discuss class activities and advisory priorities 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities:

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INSTRUCTOR(S) NAME: MAT ADELMAN

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COMPUTER GAME PROGRAMMING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	Continuing Activities: <ul style="list-style-type: none"> • Kennewick Computer Tech Advisory Committee • Minutes on file at TAEC Office • Work to expand advisory committee members from the community • Work with committee members in developing and approving Three-Year plans • Work with committee members in evaluating and implementing committee recommendations in facilities, equipment, and curriculum • Incorporate Job Market Outlook 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> • Develop middle school student outreach specific to the program 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Summer Session • Video • Tours • Home School Promotion Days • Counselor • Radio Ads 		
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Research articulation agreement with CBC 	Focus Activities:	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • Career Learning • Utilize CBC grade scale and distance learning C++ sequence & scope where possible 		
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Develop outreach activity so students can practice articulating/teaching others at local middle schools 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: MAT ADELMAN

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COMPUTER GAME PROGRAMMING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	Continuing Activities: <ul style="list-style-type: none"> Promotional Bulletin Boards Portfolio Presentations Participate in student outreach programs (ie Chief Joseph Science Night) 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> Teachers have knowledge, training and pathway-related industry skills in their program area Teachers have recent training in their content area Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> Explore unity instructor certification Unity certification 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none"> CPR re-certification Teacher certification
	Continuing Activities: <ul style="list-style-type: none"> Maintain contacts w/ employers Certified CTE Instructor Certified First Aid Update Continue course software related training 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____

ADVISORY COMMITTEE APPROVAL: _____ APRIL 25, 2018 _____

KEY:
Please identify progress of "Focus Activities" in current year only
C= Complete (Please note complete at the end of the Activity)
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INSTRUCTOR(S) NAME: ANTHONY MILEWSKI

SCHOOL NAME: TRI-TECH SKILLS CENTER **SCHOOL DISTRICT:** KENNEWICK SCHOOL DISTRICT **PROGRAM:** CONSTRUCTION TRADES

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Job site Lessons for footings and foundation with Habitat 	Focus Activities: <ul style="list-style-type: none"> • Create unit in careers in sustainable construction. • Troy Woody Solar Solutions-Resource 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Modify off site learning to better utilize the students time • Explore an efficient system of transportation to and from offsite learning • Modify and/or create a more efficient manner to account for the early release students time • Implement a Hilti Card program • Reflect on Habitat transportation and make necessary changes 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Saw Stop Site Saw 	Focus Activities <ul style="list-style-type: none"> • Add to scaffolding • Fall Protection/Harness 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Review equipment and facilities needed by students and implement as recommended by the program Advisory Committee • All students must complete both Shop Safety Orientation and OSHA 10 requirements they must pass with 100%. Second year students will receive an OSHA 30 card 			
Work-Based Learning			

KEY:
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INSTRUCTOR(S) NAME: ANTHONY MILEWSKI

SCHOOL NAME: TRI-TECH SKILLS CENTER **SCHOOL DISTRICT:** KENNEWICK SCHOOL DISTRICT **PROGRAM:** CONSTRUCTION TRADES

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Habitat for Humanity worksite learning • Promote program to non-tradition population through Tri-Tech marketing materials discussion with potential students for program 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Maintain sound advisory committee representing a cross section of industry participants. • Review curriculum to assure relevancy to industry standards. • Review labor market information • Assess members of committee's ability to continue serving 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Participate in Tri-Tech promotional activities • Participation in construction career day. • Participation in pre-apprenticeship program. 		
POST HS/ARTICULATION			
Post HS/ Articulation	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

KEY:
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INSTRUCTOR(S) NAME: ANTHONY MILEWSKI

SCHOOL NAME: TRI-TECH SKILLS CENTER SCHOOL DISTRICT: KENNEWICK SCHOOL DISTRICT PROGRAM: CONSTRUCTION TRADES

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> Post-high school information is integrated into the program Articulation agreements are in place where feasible 	Continuing Activities: <ul style="list-style-type: none"> Pre-apprenticeship program. Exploration of articulation possibilities. Exploration of internship opportunities 		
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> Leadership competencies are integrated into the curriculum Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none">
	Continuing Activities: <ul style="list-style-type: none"> Habitat for Humanity Impact Day Rotary Club wheel chair ramps WSU Imagine Tomorrow Design competition Promotion of Pre-apprenticeship program among Fresh and Sophomores Make Construction trades Website a more efficient promotional tool 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> Teachers have knowledge, training and pathway-related industry skills in their program area Teachers have recent training in their content area Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> Attend International Builders Showcase Conference OSHA Scaffolding 	Focus Activities: <ul style="list-style-type: none"> Attend Green Building Tradeshow (in the NW) Explore Flagging course. 	Focus Activities: <ul style="list-style-type: none"> Become certified to give Hilti cards
	Continuing Activities: <ul style="list-style-type: none"> Participate in Workshops and Conferences Attend a Building Green Trade Show 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ 

ADVISORY COMMITTEE APPROVAL: _____ APRIL 20, 2018 _____

INSTRUCTOR(S) NAME: KAYLA HENNING

KEY:
Please identify progress of "Focus Activities" in current year only
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SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COSMETOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • New workbook edition • Accepted all cosmetology students this year (jr/sr) • Continuing to refine Pivot Point curriculum for high school students 	Focus Activities: <ul style="list-style-type: none"> • Program framework reapproval • Still working with state testing changes 	Focus Activities
	Continuing Activities: <ul style="list-style-type: none"> • Monitor requirements for the KSD culminating project in to the curriculum through the student portfolio • Review/evaluate science competencies for continued implementation • Implement alignment of curriculum with science GLE's • Course competencies are aligned with State of Washington licensing requirements for cosmetology • Students work towards State of Washington Licensing requirements • Employability skills, participation and student portfolios all incorporated in the curriculum and students grades 		
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Splitting theory and practical to two different rooms 	Focus Activities: <ul style="list-style-type: none"> • Student kit evaluation and price change 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Update equipment as need • Safety competencies are taught and assessed, student tests are kept on file 		

INSTRUCTOR(S) NAME: KAYLA HENNING

KEY:
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SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COSMETOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
WORK BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • 2nd semester students who have passed practicals allowed to provide client services 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Explore WBL opportunities for students, including job shadow and guest speakers • Promote program to non-tradition population through Tri-Tech marketing materials discussion with potential students for program • Time for student leadership activities and supports teacher/school related activities 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Annual advisory committee meeting • Skills gap and program recommendation for program reapproval 	Focus Activities: <ul style="list-style-type: none"> • Annual advisory committee meeting: program reapproval 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Develop a program of work at the beginning of the year • Expand membership for industry • Develop and implement annual program review/evaluation • Review Labor Market Information Annually 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • High School and Beyond Night 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • In Place – Videos, Catalogs, Career Fairs, Media, Summer School, Web Site, Facebook and Tours 		
POST HS/ ARTICULATION			

INSTRUCTOR(S) NAME: KAYLA HENNING

KEY:
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SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: COSMETOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Students practicing for state testing changes • Students earn hours toward adult program for certification 	Focus Activities:	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • Post-secondary options integrated into the curriculum 		
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • HSBN, Tours 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Integrate leadership competencies • Student participation in Cosmetology competition at school or in state competition 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area 	Focus Activities: <ul style="list-style-type: none"> • Complete CWU Block certification program • CPR current 	Focus Activities: <ul style="list-style-type: none"> • Industry education 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Attend 2 hair shows a year • Continue professional and technical training coursework for instructors on conditional and/or probationary certificates • Instructors participate in Tri-Tech sponsored staff development • Instructors maintain current 1st aid certification • Instructors maintain CTE certification 		

BUILDING PRINCIPAL APPROVAL: _____

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____

INSTRUCTOR(S) NAME: KAYLA HENNING

KEY:
Please identify progress of "Focus Activities" in current year only
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Bold Italics – Addition to plan
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SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** COSMETOLOGY

ADVISORY COMMITTEE APPROVAL: 2/1/2018

KEY:
 Please identify progress of "Focus Activities" in current year only
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Bold Italics – Addition to plan
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INSTRUCTOR(S) NAME: LUANNE WILES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CULINARY ARTS

AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Increase use of new online curriculum-KP Compass • Re-certify ACF 	Focus Activities: <ul style="list-style-type: none"> • Restructure catering aspect of program • Explore additional student led brunch, lunch and dinner opportunities • Update Dining Room curriculum 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Continue to update Dining Room curriculum • Continue to update Culinary Arts Curriculum • Continue to update Catering Curriculum • Continue with Sodexo resource Library • Continue with "On Cooking" Text and text book (ACF) & • Sodexo local Chefs for Training / Demonstrations • Review/Assess American Culinary Federation Testing • Continue with Tri-Tech Skills Center Completers Certificate • Employability Profile used • Continue Portfolio Development ACF Recertification – Site Visit 		
EQUIPMENT			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Combi Oven Purchase • Update china and glassware • Schematic design for new Culinary Arts facility 	Focus Activities: <ul style="list-style-type: none"> • Combi Oven Purchase • Construct new Culinary Arts facility. 	Focus Activities: <ul style="list-style-type: none"> • Transition to new facility ☺

KEY:
 Please identify progress of "Focus Activities" in current year only
C = Complete (Please note complete at the end of the activity)
Bold Italics – Addition to plan
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INSTRUCTOR(S) NAME: LUANNE WILES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CULINARY ARTS

				Continuing Activities: <ul style="list-style-type: none"> Review equipment needs for catering Expand Kitchen Production areas utilizing current work areas Expand Café, Catering equipment – Folding Carts for Catering- New Dishes and Linens that we own Implement/Open Restaurant (Deli) Continue Sodexo Safety Training with documentation and plan on file Continue Serve Safe/HACCP training with documentation and plan on file-Utilize Demo Kitchen to enhance student learning 			
WORK BASED LEARNING							
Work-Based Learning <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 		Focus Activities: <ul style="list-style-type: none"> 		Focus Activities: <ul style="list-style-type: none"> Restructure catering aspect of program Explore additional student led brunch, lunch and dinner opportunities 		Focus Activities: <ul style="list-style-type: none"> 	
Continuing Activities: <ul style="list-style-type: none"> Continue WBL opportunities for all students through catered events Promote program to non-tradition population through Tri-Tech marketing materials discussion with potential students for program Extra day contract for student leadership activities and additional professional days to the KSD contract that supports teacher/school related activities -Student involvement in catered events -Student led dinners 							
ADVISORY COMMITTEES							
Advisory Committees <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 		Focus Activities:		Focus Activities: <ul style="list-style-type: none"> Continue 1 to 1 contact business Continued guest chef class visits and demonstration 		Focus Activities: <ul style="list-style-type: none"> 	
Continuing Activities: <ul style="list-style-type: none"> Increase advisory participants Continue annual program review/evaluation Review Labor Market information annually Research Develop Effective Advisory/Business input incorporating site visits and guest chefs. 							

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 Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: LUANNE WILES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CULINARY ARTS

PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> • A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • Chefs on Parade • Chef's Table • Evening Classes geared towards Sophomores and Juniors 	Focus Activities: <ul style="list-style-type: none"> • Chefs on Parade • Chef's Table • Evening Classes geared towards Sophomores and Juniors 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • In place – videos, catalogs, career fairs, media, summer school, counselor breakfast and tours • Continue student to student – Buddy Day • Continue ACF promotional information • Wellness Fairs • Continue participation in Future Chefs, My Wellness Fairs and Farm to Market. 		
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Explore articulation agreements With Walla Walla CC 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: LUANNE WILES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CULINARY ARTS

	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Continue Post-Secondary information into curriculum to include Wine Country Culinary in Walla Walla, OCCI, RTC • Walla Walla C.C. and other Post-Secondary schools available • Continue to have various Culinary schools visit and explain the benefits in continuing their education • Develop Alumni Newsletter 		
			STUDENT LEADERSHIP
<p>Student Leadership</p> <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	<p>Focus Activities:</p>	<p>Focus Activities:</p> <ul style="list-style-type: none"> • 	<p>Focus Activities:</p> <p>Explore additional culinary competitions</p>
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Culinary Family or Community night • Student ASB involvement • Continue students involvement in Management roles as it applies to the operation of Catering, Dining Room, and Culinary Arts • Document student management role as it pertains to the curriculum • Community service events 		
	PROFESSIONAL DEVELOPMENT		

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INSTRUCTOR(S) NAME: LUANNE WILES

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** CULINARY ARTS

Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • OCCI Culinary Teacher Development 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Continue Professional and Technical Development • Continue Instructional Development • American Culinary Federation Certification – CCE (Certified Culinary Educator) • Continue Sodexo Training • Available Professional Development courses • Renew First Aid/CPR Certification 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ 

ADVISORY COMMITTEE APPROVAL: 5/7/2018

KEY:
 Please identify progress of "Focus activities" in current year only
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INSTRUCTOR(S) NAME: SHERRIE CROSHAW

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** DENTAL

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Purchase Replacement Textbooks and Workbooks • Basic Life Support (BLS) added to the curriculum • Health Information Portability Accountability (HIPAA) training 	Focus Activities: <ul style="list-style-type: none"> • Dental Software-Eagle Soft or Dentrax 	Focus Activities: <ul style="list-style-type: none"> • Dental Software-Eagle Soft or Dentrax
Continuing Activities: <ul style="list-style-type: none"> • Text meets standards • Review curriculum with Washington Dental Instructors for changes needing to be implemented to stay current • Dental Assisting curriculum statewide • Minimum 4 times a year by students and teacher's employability form • Dental Portfolio for employment in the dental field • Investigate different dental career options • Basic Life Support (BLS) Cards • 7 Hours HIV/AIDS Training Blood Bourne Pathogens • Health Information Portability Accountability (HIPAA) training 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Purchase Digital X-ray Equipment 1 room (A) • 1-2 Dexter Heads for X-ray rooms • Washer and Dryer in room 110 • High Volume Suction for room 105 lab 	Focus Activities: <ul style="list-style-type: none"> • High Volume Suction for room 105 lab • Washer and Dryer in room 110 • 2 ADEC Doctor Stools • 2 ADEC Assistant Stools • Storage- more cabinets 	Focus Activities: <ul style="list-style-type: none"> •

KEY:
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INSTRUCTOR(S) NAME: SHERRIE CROSHAW

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DENTAL

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	Continuing Activities: <ul style="list-style-type: none"> Review and prioritize with advisory committee needed equipment OSHA, WISHA, HIPPA standards OSAP MSDS Updated- Now known as SDS Exposure Control Plan Standard Operating Procedures Explore addition of demonstration mirror Hand Held Microphone 		
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> Continue to build relationships with the dental community 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none">
	Continuing Activities: <ul style="list-style-type: none"> Dental Observations Internships Female and male students in program. Document on file, used for student's leadership activities 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 	Focus Activities: <ul style="list-style-type: none"> Invite new members to the Advisory Committee 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none">
	Continuing Activities: <ul style="list-style-type: none"> Minutes and attendance on file at the co-op office Bureau of Labor and Industries Local labor info reviewed by committee 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment	Focus Activities: <ul style="list-style-type: none"> High School and Beyond Night January 25th Time: 5-7 p.m. 	Focus Activities: <ul style="list-style-type: none"> 	Focus Activities: <ul style="list-style-type: none">

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INSTRUCTOR(S) NAME: SHERRIE CROSHAW

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DENTAL

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Continuing Activities: <ul style="list-style-type: none"> • Health Fairs at the Middle Schools and High Schools • Tours of TTSC, Course catalog, TTSC video, Career Awareness Program throughout the Tri-Cities • Job Fairs 		
POST HS/ ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • CBC- Meet with the Dental Hygiene Director to discuss possible points articulation. • YVC -talking with YVC Dental Hygiene Director about points articulation. 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Guest speakers • Tours of Colleges • Direct Credit, asset test and information on entrance to Colleges/ Universities 			
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities <ul style="list-style-type: none"> • Student Ambassadors for High School Career Fairs 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Elementary demonstrations • Senior Center/Oral Health education • Volunteer opportunities through Pasco Jaycees, Christmas boxes, Polar Plunge, My Friends Place, Heart Chase, Food Bank, Coats for Kids • City of Kennewick Holiday Parade 			
PROFESSIONAL DEVELOPMENT			

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INSTRUCTOR(S) NAME: SHERRIE CROSHAW

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DENTAL

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • Attend the Oral Systemic Conference in March 2018 	Focus Activities:	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Attend Great Blue Heron Study Club for dental professionals – Dr. Gottlieb and Dr. Cohen • Work in industry to stay current with new developments regarding laws in the dental field. • Health Coalition Advisory Committee • Meet with representatives to learn about new products available. • On file at school office and district office. • Renew Basic Life Support (BLS) in 2018 • Renew RDH License annually • Attend ADA Conference or OSAP Dental Infection Control Conference in 2018 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ *ABBY MATTSON* _____

ADVISORY COMMITTEE APPROVAL: _____ JANUARY 16, 2018 _____

KEY:
Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: ROB BRACKETT

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** DIESEL MECHANICAL TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
<p>Curriculum:</p> <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Review and refine strategies for instructional assistant. • Electude online training <p>Former Student – Road to success.) (Where the Jobs are & Real Ag Show) National Guard – Mates Tour Employability Skills (DOT Inspection & vehicle safety inspection)</p> <ul style="list-style-type: none"> • Program Reapproval 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Electude online training <p>Former Student – Road to success.) (Where the Jobs are & Real Ag Show) National Guard – Mates Tour Employability Skills</p>	<p>Focus Activities:</p>
	<p>Continuing Activities</p> <ul style="list-style-type: none"> • Electude Automotive training incorporated in classroom presentations. • All Students complete a Portfolio. • All Students do a culminating project yearly and make a Power Point Presentation of their project at the end of the year. • NATEF Task & Job Sheets for all units. • All data, Identifix and IATN, subscriptions for program use. • SP2 Online Safety training and testing for all students once a year. • Applied Math & Science integrated in curriculum. • Job Shadowing for all students. • Internships for proficient students – AYES • Skills USA Pre-Regional Competition for all students, Regionals for top students then State and National Competitions for qualifying students. • NATEF Certification Testing annually. • Employability skills are assessed with Tri-Tech Employability skills profile. • Student portfolios are used for job search training.. • Student curriculum, Po's and Job sheets and training videos are available on M drive for the students use. • Continual emphasis on employee skills, customer relations and proper diagnostic procedures. 		

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INSTRUCTOR(S) NAME: ROB BRACKETT

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIESEL MECHANICAL TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Update outdated Heavy Duty Diagnostic systems. 	Focus Activities: <ul style="list-style-type: none"> • ATech 1800 series trainers for each student. • Lab Scope Instruction 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Evaluate new vehicles and incorporate proper diagnostic and repair tools as needed. • Evaluate all areas of curriculum for proper hand and diagnostic tools. • Exhaust analyzer. • Cummins Engine Live Trainer 		
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • Skills USA • Professionalism 	Focus Activities <ul style="list-style-type: none"> • Skills USA • Professionalism 	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • All students are required to Job Shadow six days a year. Advanced students go out on Job Internships with area shops • Students have the opportunity to apply to the AYES program • Females are welcome in the class and in demand in the Heavy Duty Industry • Extra day contract for student leadership activities and additional professional days on the KSD contract that supports teacher/school related activities (Skills USA) 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Diesel Advisory Com. Members 	Focus Activities: <ul style="list-style-type: none"> • Advisory Committee 	Focus Activities
	Continuing Activities: <ul style="list-style-type: none"> • The Committee reviews the program annually • Review Labor Market Information Annually • Advisory Committee meets three times a year and sets goals for the year at its first meeting. 		

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INSTRUCTOR(S) NAME: ROB BRACKETT

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIESEL MECHANICAL TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • 5th Grade & Middle School Tours • Freshman Tours 	Focus Activities: <ul style="list-style-type: none"> • 5th Grade & Middle School Tours • Freshman Tours 	Focus Activities: <ul style="list-style-type: none"> •
	<ul style="list-style-type: none"> • Continued recruitment plan involving repair shops and students (AYES) • Driving record in program recruitment – emphasis in program documents. 		
POST HS/ ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • WWCC (15 credits) • CBCCC (15-21 credits) 	Focus Activities: <ul style="list-style-type: none"> • WWCC (15 credits) • CBCCC (15-21 credits) 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Articulation with Walla Walla Community College Diesel program • Articulation with CBC Automotive program • Articulation with UTI 		
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Skills USA Skills Championships <ul style="list-style-type: none"> ○ Pre-Regionals ○ Regionals ○ State ○ Nationals • Club Field Trips 	Focus Activities: <ul style="list-style-type: none"> • Skills USA Skills Championships <ul style="list-style-type: none"> ○ Pre-Regionals ○ Regionals ○ State ○ Nationals • Club Field Trips 	Focus Activities: <ul style="list-style-type: none"> •

KEY:
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INSTRUCTOR(S) NAME: ROB BRACKETT

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIESEL MECHANICAL TECHNOLOGY

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	Continuing Activities: <ul style="list-style-type: none"> All students participate in a Skills USA pre-regional competition Ten students compete at Regional and Four qualify and compete at State Students elect officers and operate a club All Students complete a project and present a Project PowerPoint Report All Students Complete a Portfolios All students perform the job of Shop Foreman and Tool Room Keeper 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> Teachers have knowledge, training and pathway-related industry skills in their program area Teachers have recent training in their content area Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> North West Diesel Instructors Conference ASA's ATE Conference and Trade Show 	Focus Activities: <ul style="list-style-type: none"> SEMA NW Diesel Instructors Conference ASA's ATE Conference and Trade Show NACAT Conference 	Focus Activities: <ul style="list-style-type: none">
	Continuing Activities: <ul style="list-style-type: none"> NACAT summer conference NW Diesel Instructors Seminar ASA's ATE Conference and Trade Show One-week Honda factory school – August 2014-2015, 2015-2016, 2016-2017 AYES Summer Conference Vehicle Maintenance Management Conference Washington State Vocational Education Certification #253854D, renewal date June 30, 2020 ASE Master Medium/Heavy Truck Technician Certified, renewal date June 30, 2020 ASE Master Automotive Technician Certified, Renewal date Dec. 31, 2020 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ 

ADVISORY COMMITTEE APPROVAL: 2/6/2018

KEY:
Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: MIKE GREIF

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** DIGITAL ARTS & FILM MAKING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Continue with adjusting graphics and video curriculum. 	Focus Activities: <ul style="list-style-type: none"> • Integrate more 3D animation with Blender • Concentrate further on website development and integrating video. 	Focus Activities: <ul style="list-style-type: none"> • Continue with more 3D animation using Blender freeware software. <p>Integrate responsive website development for mobile and incorporate more video in websites.</p>
Continuing Activities: <ul style="list-style-type: none"> • Update Curriculum for the changing industry. • Essential learning's curriculum is enhanced with core industry interaction. • Adjust all Curriculums to align to State/National Standards. • Investigate certification given in software editing programs. • Simulate a real life work environment with group video projects and bi monthly 10 min studio news program broadcast over the web/cable. • Employability skill profile and rubrics will be used in the program. • Portfolios assigned/reviewed. 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Upgrade Adobe software to CC, add possible 3D animation software(Blender?) • New Black Magic Cameras 	Focus Activities: <ul style="list-style-type: none"> • Renew subscription to Adobe Creative Cloud. Continue working with Blender software. 	Focus Activities: <ul style="list-style-type: none"> • Continue with the latest subscriptions to Adobe CC. Continue working with latest 3D software.
Continuing Activities: <ul style="list-style-type: none"> • Continue High Definition acquisition of equipment utilized for course. • Investigate and implement equipment necessary for internet, streaming web casts, local school programming. 			

KEY:
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INSTRUCTOR(S) NAME: MIKE GREIF

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIGITAL ARTS & FILM MAKING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • Research new companies for field trip opportunities in the NW • Continue forming relationships with industry for guest speakers, judges. • Focus on job shadows/internships – work with private and non-profits 	Focus Activities: <ul style="list-style-type: none"> • Research new companies for field trip opportunities in the NW • Continue forming relationships with industry for guest speakers, judges. • Focus on job shadows/internships – work with private and non-profits 	Focus Activities: <ul style="list-style-type: none"> • Research new companies non-traditional career options. • Continue forming industry relationships for guest speakers, judges and advisories. • Focus on job shadows/internships – work with private and non-profits.
	Continuing Activities: <ul style="list-style-type: none"> • Internships, job shadowing, pre-event WBL in local media or advertising agency industry. • Explore possible crew work on a per diem basis. • Explore new businesses for WBL. • Rent out studio for events, build recruitment DVD's job fairs. • Encourage industry to post job openings with Tri Tech. 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Research new technologies and trends and careers associated • Combine advisory membership from both program areas with on-line meetings 	Focus Activities: <ul style="list-style-type: none"> • Research new technologies and trends and careers associated • Continue to recruit new members 	Focus Activities: <ul style="list-style-type: none"> • Research new technologies and trends and careers associated • Continue to recruit new members for advisory, investigate new businesses.
	Continuing Activities: <ul style="list-style-type: none"> • Advisory Committee will meet a minimal of 3-times a year and goals will be identified. Advisory Committee will review the state frame work. • Advisory Committee will review the state framework performance tasks. • Review local labor market and update job announcement profiles for course. 		

KEY:
 Please identify progress of "Focus Activities" in current year only
C = Complete (Please note complete at the end of the activity)
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INSTRUCTOR(S) NAME: MIKE GREIF

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIGITAL ARTS & FILM MAKING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	<ul style="list-style-type: none"> Minutes on file at Career & Technical Education Directors Office Survey internet and summarizes job market information on a national level Incorporate Job Market Outlook in class curriculum 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> A student recruitment plan has been developed A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> Follow up on new procedures for recruiting (social media, advertising) Further work on Tri Tech Marketing. Logo integration, etc. Concerning new curriculum, add social media marketing, build student websites with video content. 	Focus Activities: <ul style="list-style-type: none"> Continue with on-line marketing. Build social media marketing Student websites with employability, best works and video content Theatre and broadcast advertising. 	Focus Activities: <ul style="list-style-type: none"> Continue with on-line marketing. Build social media marketing. More in-person appearances in middle schools. Possible vignette productions of schools to garner interest in course.
Continuing Activities: <ul style="list-style-type: none"> Review of marketing procedures. Take class presentations to high schools in the spring. Push more student involvement in the recruiting process. Place spots in print, cable, web and broadcast TV. Continue summer school recruiting Continue participating in "High School & Beyond" night. 			
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> Post-high school information is integrated into the program Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> Align new course with current articulated college courses Search for more college credits 	Focus Activities: <ul style="list-style-type: none"> Continue searching for more college credits 	Focus Activities: <ul style="list-style-type: none"> Continue searching for more college credits. Develop new relationships with post-secondary.
Continuing Activities: <ul style="list-style-type: none"> Work with trade schools, colleges to implement they're structured curriculum into Tri-Tech's. Review the process. Acquire further articulation with other colleges throughout WA and Oregon. 			
STUDENT LEADERSHIP			

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INSTRUCTOR(S) NAME: MIKE GREIF

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: DIGITAL ARTS & FILM MAKING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Student Leadership <ul style="list-style-type: none"> Leadership competencies are integrated into the curriculum Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> Team leadership focusing on marketing of Tri-Tech. New procedures to produce TT video. 	Focus Activities: <ul style="list-style-type: none"> More community involvement. Team leadership focusing on marketing of Tri-Tech. 	Focus Activities: <ul style="list-style-type: none"> More community and middle school involvement. One on one with students. Team leadership focusing on marketing of Tri-Tech.
	Continuing Activities: <ul style="list-style-type: none"> Curriculum will incorporate the Wash. State CTE Core leadership skills. Participate in Skills USA. Core Leadership skills will be assessed. Participate in Tri-Tech leadership competitions Encourage ASB participation 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> Teachers have knowledge, training and pathway-related industry skills in their program area Teachers have recent training in their content area Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> Continuing Education on latest software, especially in the web design field for mobile devices. Continue workshops involving current technology 	Focus Activities: <ul style="list-style-type: none"> 3D animation training. Continue training on latest Adobe versions of Creative Cloud. 	Focus Activities: <ul style="list-style-type: none"> Continue 3D animation training. Progressive training on latest Adobe versions of software. Training and conferences for video and graphic design.
	Continuing Activities: <ul style="list-style-type: none"> Continue working with media industry, training on latest technology through user groups, peers, trade shows, seminars, industry day activity Teacher certifications on file in the TAEC Coop office L.I.D. days, Staff development days, work with other teachers and staff members. Workshops on Adobe software Certified Career & Technical Education Instructor Continue to update Certificated Career & Technical Education Instructor License Certified First Aid update 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: LISA MCKINNEY

ADVISORY COMMITTEE APPROVAL: APRIL 23, 2018

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 Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: BOBBIE LOTZ

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: EARLY CHILDHOOD EDUCATION

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • 30 hours STARS, Merit • TT II Second year • Text book update • Continue to explore outdoor preschool 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Review/purchase support materials for ECE program 1 yr. & 2nd yr. • Incorporate essential learning's for Early Childhood Ed. • Continue to integrate employability skills • Continue to implement the Tri-Tech student portfolio, & High School and Beyond Plan • Provide Leadership opportunities through preschool, community events and internships • Students complete the following: First Aid/CPR, Food Handler Card, HIV Training, Hepatitis B Immunization, TB Skin Test, Poison Prevention Training, Sexual Assault and Child Abuse Training,– documentation for these are kept in the student employment files 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Review equipment needs for preschool, update and replace carblocks, manipulatives for small motor, woodblocks 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Continue safety checks of Pre-School environment 			

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INSTRUCTOR(S) NAME: BOBBIE LOTZ

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** EARLY CHILDHOOD EDUCATION

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • Explore Job Shadow opportunities for students who do not go on internships 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Lab experience in class setting utilized • 2nd semester Internships opportunities • Fieldtrips to local preschool and daycare • Tri-Tech marketing materials identify non-traditional opportunities • Documents on file at District Office used for – Student ASB activities, student leadership opportunities, community service 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Input on textbook renewal • Assist w/mock interviews • Annual program approval 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Minutes of meetings on file at Career and Technical Directors Office (P 1.4.1) • Program report at each Advisory Committee meeting • Local labor statistics provided by Dept. of Labor and Industries will be reviewed 		
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: PSA Parent Minute 88.1	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Continue to use brochures and Tri-Tech Video to advertise program • Participate in open house and High School and Beyond Night for prospective students 		

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INSTRUCTOR(S) NAME: BOBBIE LOTZ

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** EARLY CHILDHOOD EDUCATION

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
POST HS/ ARTICULATION			
Post HS/ Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Continue articulation agreement w/CBC 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Post-secondary opportunities are identified and presented to the students • Review articulation agreement with CBC for Early Childhood direct credits for 1st and 2nd year students • Invite guest speakers, Post high school students, employment Regional service Corp, Head Start. 		
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Student prepare and lead circle time • Leading sm group activities as well as tour groups 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Participate in Tri-Tech ASB • Community Service Opportunities • Continue having students participate as Tri-Tech Ambassadors • Incorporate State standards for ECE • Students participate in professional workshop • Continue Mock Interview experience; Bulletin Board Activity 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area 	Focus Activities: <ul style="list-style-type: none"> • Serve on the CBC ECE advisory board • Update certificate through E-cert at OSPI 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: BOBBIE LOTZ

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: EARLY CHILDHOOD EDUCATION

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Teachers maintain current CTE certification and first aid/CPR certification 	<ul style="list-style-type: none"> • Pursue Outdoor Education through Teacher training at Cedar Song Outdoor Preschool 		
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Attend national NAEYC Conference when on West Coast • Certified Teachers (E2.2 & P1.6) • Participate in professional workshops • Continue Course work in ECE • Continuing Ed Certification Lotz #251118F • Vocational Ed Certification Lotz #251118F • Renew First Aid/CPR Lotz expires 08/2018 • Attend WAEYC conference 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ *ABBY MATTSON* _____

ADVISORY COMMITTEE APPROVAL: 1/16/2018 _____

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INSTRUCTOR(S) NAME: NATHEN ALLINGTON

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: FIRE FIGHTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<p>Curriculum:</p> <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Research better/new EMS training opportunities/curriculum Continue next year; books purchased • Research possibility of EVIP cone course curriculum Continue next year 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Haz Mat Implement(second year academy-students) • Second Year Development (in-class, CBC, Job Shadow, Pre-apprentice book) • Adjust First year Curriculum to better accommodate a 2 year program. (Continue into next year) • 13th Year possibility study • EMS Training implementation 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • 13 year implementation • EMS training review
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Continue alignment of instructional material to meet industry standards and advisory committee • Work with local fire departments and train together • <u>Tri-Tech Employability Profile used or <i>new online Emloyability Profile.</i></u> • <u>Evaluate Tri-Tech developed portfolios</u> • Continued coordination and program development with CBC • <i>Continue Developing</i> training standards with local Fire Agencies • Review CBT, AHA Healthcare provider CPR & AHA basic first aid • Continued development of FF1 activities in respects to new equipment and facility upgrades. • Research and develop respiratory physical protocols • Research and develop second year program continue implementation. • Monitor implementation of 1.0 fitness credit 		
<p>Equipment/Facilities</p> <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • SCBA- old packs and bottles at end of life. Need new packs/bottles (complete) • Wildland training equipment aquire and or purchase (2 to 3 year cycle) • Work with BCFD 4 to train with at Hammer 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Outfit truck (current regional set-up) • Maintenance of Tower (add anchors) (Continue to next year) • Implemented new uniform vendor/process • Training props for new area (force entry, ladder, vent, EMS, fire 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Training prop for new area continued • Aquire needs identified in 18-19 for new area

INSTRUCTOR(S) NAME: NATHEN ALLINGTON

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SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: FIRE FIGHTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	<ul style="list-style-type: none"> Possible move to TT East/Drill ground impact 	protection, SCBA, hydrants, CPAT, floor mats, static display for walls, cabnits) <ul style="list-style-type: none"> Determine needs for new area obstical course. 	
	Continuing Activities: <ul style="list-style-type: none"> Continue acquisition of equipment (surplus and new) i.e. hose, turn outs etc. Develop and implement a maintenance purchase plan for worn or damaged equipment. 		
Work-Based Learning <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> Formalize pre-app. With other JATC departments Continue to research Cadet model with KFD- begin implementing or reviewing if appropriate.(2nd year Cadets: change wording to pre-apprentice. Research/develop preference points with KFD (in progress part of new Cadet fire proposal) 	Focus Activities: <ul style="list-style-type: none"> Develop Job Shadow with SECOM(continue to next year) Seek JATC Departments and explore possible apprenticeships with them (partial C- Continue to next year) Review pre-app. with KFD 	Focus Activities: <ul style="list-style-type: none"> Review all ride programs, update materials as needed
	Continuing Activities: <ul style="list-style-type: none"> Lab experience in class settings are used Industry videos, industry reading materials, field trips, guest speakers, role playing with industry evaluation Videos, guest speakers, lecture Documents on file at district office Ride along program consider expanding to agencies outside of KFD 		
Advisory Committees <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards 	Focus Activities: Evaluation of Haz Mat- CBC articulation if implemented (in progress)	Focus Activities: <ul style="list-style-type: none"> Evaluation of EMS components 	Focus Activities: <ul style="list-style-type: none"> Evaluation of EMS components

INSTRUCTOR(S) NAME: NATHEN ALLINGTON

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SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: FIRE FIGHTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Review advisory committee member roster and recruitment. • Program of work identified with goals (E2.4,2.4.1) (P1.4) • Minutes of meetings on file at TAEC CTE Office • Combined Advisory committee with CBC – two or three meetings per year • BLS labor statistics reviewed 		
<p>Program Improvement/Student Recruitment</p> <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Attend Explorer meeting (team) • Study possible color guard team <p>Continuing Activities:</p> <ul style="list-style-type: none"> • Explorer Program with Kennewick Fire • Tri-Tech outreach activities • Continue to participate in community events and research future opportunities. 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Implement color guard 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Review Color guard for effectiveness in recruitment
<p>Post HS/Articulation</p> <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Evaluate Academy review and renew paperwork to what we are doing <p>Continuing Activities:</p> <ul style="list-style-type: none"> • Review Articulation agreement with CBC and coordinate with CBC • Develop relationships with related apprenticeships 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Maintenance of Articulation • Move 2nd years to the Academy class rather than the academic Classes 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • 13th year possibility
<p>Student Leadership</p> <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Evaluate and or implement Pre-App. with other departments (in progress) <p>Continuing Activities:</p> <ul style="list-style-type: none"> • Explorer Program • ASB meetings • ICS leadership training • Peer Leadership • Community engagement activities • Tri-Tech leadership opportunities 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Explore Pre-Apprenticeship Explore Pre-Apprenticeship with other Departments (Continue) 	<p>Focus Activities:</p> <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: NATHEN ALLINGTON

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** FIRE FIGHTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Professional Developmen <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • Local or National Conference • SEI EMR • EMT Recert • BLS Recert • Honor Guard academy Continuing Activities: <ul style="list-style-type: none"> • Continue training with local agencies • Attend seminars and trainings offered • Maintain Fire and Teacher industry certifications • BLS Instructor ex 11/18 • EMT re-cert 4/30/18 • IFSAC certified evaluator • Fire Service Instructor 1 • BLS Instructor 11/2018 • EMT Certificate 4/30/2018 	Focus Activities: <ul style="list-style-type: none"> • EMT recert • Local Confernce or National Conference 	Focus Activities: <ul style="list-style-type: none"> • Local Confernce or National Conference

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: LISA MCKINNEY

ADVISORY COMMITTEE APPROVAL: APRIL 18, 2018

KEY:
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INSTRUCTOR(S) NAME: BRENDA BUROKER

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** LAW ENFORCEMENT

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Implemented additional defensive tactics training • Implement intensive training on employment process, form completion, timelines, potentially mock interviews 	Focus Activities: <ul style="list-style-type: none"> • Review activities and units in relation to new space and new work areas • Research getting instructor certified to teach security guard certification training • Research new student uniforms 	Focus Activities: <ul style="list-style-type: none"> • Possibly investigate 2nd year program
Continuing Activities: <ul style="list-style-type: none"> • Integrate state framework, Skills standards for Washington patrol Officers; Washington State Criminal Justice Training Commission – Basic Law Enforcement Academy • Bring in guest to talk about career paths • Presentations about careers • Certificate of completion • TTSC Employability profile used by all students • Assess Forensic Science Unit • Assess additional applied science activities • Research, implement and evaluate, training prop • Develop additional activities for training vehicles. • Implement DNA analysis lab within forensics unit. • Develop training standard for vehicles 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment 	Focus Activities: <ul style="list-style-type: none"> • New work out mat donated by National Guard • Additional radios added-goal is one per student 	Focus Activities: <ul style="list-style-type: none"> • Evaluate the setup and use of new facilities, and any additional equipment that may be needed 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: BRENDA BUROKER

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** LAW ENFORCEMENT

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	<ul style="list-style-type: none"> • Request surplus vests, etc from local agencies 		
WORK-BASED LEARNING			
Work-Based Learning × WBL opportunities are available for all students × Non-traditional career options are provided	Focus Activities: <ul style="list-style-type: none"> • Emphasize KPD cadet program to graduating students Continuing Activities: <ul style="list-style-type: none"> • Develop additional Ride Along opportunities with other agencies • Industry videos, industry reading materials, field trips, guest speakers • Decision Making and Driving Simulator brought to TT 	Focus Activities: <ul style="list-style-type: none"> • 2nd year program would include work based learning options 	Focus Activities: <ul style="list-style-type: none"> •
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Continue to increase membership as well as in classroom activities with members • Help with application process instruction Continuing Activities: <ul style="list-style-type: none"> • Program of work identified with goals (E2.4,2.4.1) (P1.4) • Minutes of meetings on file at Vocational Directors Office • 3 Advisory meetings each year • Review labor market information 	Focus Activities: <ul style="list-style-type: none"> • Continue to develop guest speakers from advisory members 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: BRENDA BUROKER

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** LAW ENFORCEMENT

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • Work with local explorer posts Continuing Activities: <ul style="list-style-type: none"> • Class Tours • Explorer Programs • Safety Expo participation • Tri-Tech community engagement activities (Where the Jobs Are and Annual Breakfast, etc) • Pasco Jaycees – Haunted Trail/Forrest 	Focus Activities:	Focus Activities:
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> × Post-high school information is integrated into the program × Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Investigate college credit options with different institutions Continuing Activities: <ul style="list-style-type: none"> • Pursue additional college credit options 	Focus Activities	Focus Activities: <ul style="list-style-type: none"> •
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Jaycees Haunted Forest • Tri Tech Challenge Cup Continuing Activities: <ul style="list-style-type: none"> • Rope Course type activities • Collaborative projects • Coordination with Explorer Posts • Safety Expo participation • ASB meetings • High School and Beyond • Freshman Tours • Tours 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: BRENDA BUROKER

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** LAW ENFORCEMENT

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
PROFESSIONAL DEVELOPMENT			
Teacher certification	<ul style="list-style-type: none"> • Attended Street Smart professional development in Portland • Research becoming certified security guard training instructor <p>Continuing Activities:</p> <ul style="list-style-type: none"> • Attend seminars and trainings offered • Maintain CPR and First aid yearly • Continued partnership with area high school science instructors to enhance science related curricula • Maintain CTE Certification 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: LISA MCKINNEY

ADVISORY COMMITTEE APPROVAL: APRIL 17, 2018

KEY:
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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • CNA program state approval • Additional textbooks purchased 	Focus Activities: <ul style="list-style-type: none"> • OSPI program reapproval if not delayed 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Continue curriculum evaluation to insure alignment with state and national NAC standards as well as state level educational standards • Continue implementation of Tri-Tech portfolios and employability standards • Continue implementation of High School and Beyond Plan • Explore options to include hospitals in the clinical rotation • Expand clinical facilities to include 2 more long term care facilities • Program re-approval through OSPI 		
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards 	Focus Activities: <ul style="list-style-type: none"> • Mannequin purchase • New electric hospital beds • Apply for Competitive Grant through OSPI for new beds, mannequins, lab kits, curtains, 	Focus Activities: <ul style="list-style-type: none"> • Train students on new equipment (if grant is received) • Update facilities with the new equipment 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Safety plan is on file 	vitals equipment, cupboards, storage, etc <ul style="list-style-type: none"> • Clean up storage facilities, surplus old equipment 	<ul style="list-style-type: none"> • Get CPR/First Aid room updated and stocked for CPR training 	
	Continuing Activities: <ul style="list-style-type: none"> • Yearly Evaluations of HIV/AIDS training materials and update as needed to meet State of WA standards • Continue to monitor student safety education • Continue HIV/AIDS 7-hour training program • Continue Food Handlers training • Continue Health Care providers CPR and First Aid training • Continue required TB test for student/nursing staff 		
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • Evaluate new clinical sites • 5 sites total • Fieldstone Memory Care is a new site this year 	Focus Activities: <ul style="list-style-type: none"> • Explore opportunities for clinical hospital sites 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Continue clinical work experience • Expand number of facilities offering clinical experiences • Explore expansion of Clinical facilities • Expand job shadow opportunities in allied health professions • Any student regardless of gender or race has equal opportunities, increase in male student recruitment • Extra day contract for student leadership activities and additional professional days on the KSD contract that supports teacher/school related activities • Utilize leadership hours for development of student opportunities in leadership 		
<p>Advisory Committees</p> <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Recruit new members for strong advisory committee • Program Review each year 	<p>Focus Activities:</p> <ul style="list-style-type: none"> • Recruit new members • Annual Program Review 	<p>Focus Activities:</p> <ul style="list-style-type: none"> •
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> • Advisory Committee Goals will be identified at fall meeting. Progress monitored each meeting. • Evaluate Annual Program Review / Evaluation • Continue to proactively review Labor Market Information Annually 		

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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • Chief Joe Science Night participation • High School and Beyond Night • Local school career fair opportunities 	Focus Activities: <ul style="list-style-type: none"> • Chief Joe Science Night participation • High School and Beyond Night • Local school career fair opportunities 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • In Place – Videos, Catalogs, Career Fairs, Media, Summer School, and Tours • Incorporate "Tri-Tech" program exchanges • Provide Tri-Tech promotional information to new nursing instructors and facilities to fully educate them on what Tri-Tech offers • Participate in TTSC ambassador program working to provide tours and other events for the public and potential students 			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Maintain standards of articulation as agreed upon with CBC 	Focus Activities: <ul style="list-style-type: none"> • Explore other articulation options with CBC and other colleges 	Focus Activities:

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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Operation Christmas Child • Coats for Kids • 2nd Harvest Food Drive • Haunted Forest • Tri-Tech Challenge Cup 	Focus Activities <ul style="list-style-type: none"> • Operation Christmas Child • Coats for Kids • 2nd Harvest Food Drive • Haunted Forest • Tri-Tech Challenge Cup 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Implement Statewide student leadership standards being developed for CTE programs • Continued development of programmatic student leadership documentation • Leadership skills will be demonstrated and documented based on statewide student leadership standards • Encourage student involvement in ASB activities • Expand opportunities for student involvement in community health care: Blood Pressure clinics, etc.. • Explore more "health career" related community service opportunities for student leadership development 		

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INSTRUCTOR(S) NAME: KATHY YONKERS/ROGER POTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-NURSING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • Washington State Nursing Update for CNA license • Speak at Youth College and Career event CBOMS 	Focus Activities: <ul style="list-style-type: none"> • Recertify Roger Potts as AHA BLS provider • Attend more job a-likes with other Skills Center Instructors 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Instructors are Registered Nurses /Licensed Practical Nurses • Instructors participate regularly in teacher training opportunities offered by Tri-Tech Skills Center • Program Instructors are Career and Technical Education Certified by Wash. State • Instructors participate in industry based training and continuing education as well as Health Educators Organization training • At least one instructor shall maintain instructor status for CPR/First Aid • Both instructors have participated in Sheltered English Training to help English Language Learning students and others be successful readers and learners • Clinical Instructors to meet State of WA RCW requirements for position • Continued acquisition of clock hours for instructors. • Continued acquisition of Continuing Education for nurses as required for maintenance of licensure in State of WA 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: ABBY MATTSON

ADVISORY COMMITTEE APPROVAL: 2/6/2018

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INSTRUCTOR(S) NAME: ANDERSON

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** PRE-VETERINARY TECHNICIAN

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • OSPI Program Re-approval • Adopt new textbook (Elsevier) Work toward NAVTA accreditation	Focus Activities: <ul style="list-style-type: none"> • Earn NAVTA Accreditation for Pre-Vet Tech Veterinary Assistant Certification. 	Focus Activities: <ul style="list-style-type: none"> • Offer NAVTA Certificated Veterinary Assistant upon program completion
Continuing Activities: <ul style="list-style-type: none"> • Will update current textbook, when necessary, to newest edition- • Order 30 class textbooks to be utilized in program • Continue implement alignment of curriculum with Next Gen Science Standards • Course competencies are aligned with Vet Tech curriculum at Yakima Valley Community College • Working with state Career & Technical Education teachers to develop certificate of completion vs. NAVTA CVA • Continue to use Tri-Tech Employability Rubric as one assessment tool • Evaluate student portfolios • Incorporate supervised Ag experience (SAE) into the program-poultry science • Add animal CPR training to my program using Rescue Critter CPR models • Add and Accident/Injury Log to class (OSHA standard) • Add cat cadaver lab to program to enhance anatomy and physiology content areas. 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards 	Focus Activities: <ul style="list-style-type: none"> • Instructor laptop computer • Used/donated multipurpose anesthesia monitoring device • Purchase a second exam table (hydraulic) 	Focus Activities: <ul style="list-style-type: none"> • Used or Donated/Refurbished anesthesia monitor • Used or Donated/Refurbished anesthesia machine • Refrigerator 	Focus Activities:

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INSTRUCTOR(S) NAME: ANDERSON

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: PRE-VETERINARY TECHNICIAN

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Safety plan is on file 	<ul style="list-style-type: none"> • Mayo stands • Purchase additional surgical instruments • Autoclave (borrowed from dental) • Consider dishwasher and refrigerator • Online scheduling software/clinic management software for Happy Tails, TLC • Add shelving and cabinets to existing classroom walls • Add microscope slide collections (blood cells, parasites, ect) 	<ul style="list-style-type: none"> • Dishwasher • Online scheduling software for Happy Tails, TLC 	
Continuing Activities:			
<ul style="list-style-type: none"> • Continue to add equipment as needed and budget allows (ambu bag, anesthesia machine, anesthesia monitor, surgical instruments, and dissection kits.) • Update equipment as needed • Create safety files for individual students 			
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • Work with BFHS, TCAC, Benton County Animal Control, etc –help animals in need in classroom • Investigate stronger “ward care” component of program • Begin monthly service visits to TCAS to practice learned skills and aid in community support. 	Focus Activities: <ul style="list-style-type: none"> • Continue to build community relationships and outreach • Build community partnerships for job internships and shadows • Continue outreach with BFHS, TCAS, Benton County AC, PetSmart, Petco, ASAP and Little Lives Pet rescue 	Focus Activities:

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INSTRUCTOR(S) NAME: ANDERSON

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: PRE-VETERINARY TECHNICIAN

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	<ul style="list-style-type: none"> Seek out additional job shadow/internship placement opportunities in local clinics. Guest speakers Lab Animal Research PNNL-Kim Tyrell, LVT Little Lives Rescue ASAP Rescue Pasco weekly kennel detailing, promotion PetSmart Charities adoption events 		
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> Place students in job shadows – Second Semester Continue to explore Clinical experience opportunities and placements for 2nd year students Promote program to non-tradition population through Tri-Tech marketing materials discussion with potential students for program Time is contracted for student leadership activities and supports teacher/school related activities 		
ADVISORY COMMITTEES			
<p>Advisory Committees</p> <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Build new activities for students to interact with community and committee members 	<p>Focus Activities:</p> <ul style="list-style-type: none"> Student project presentation/demonstration for Advisory Board members 	<p>Focus Activities:</p>
	<p>Continuing Activities:</p> <ul style="list-style-type: none"> Develop a program and evaluate the skills industry is looking for at the beginning of the year (ongoing) Develop competency-based skills list that students keep as evidence of proficiency Communicate with industry on areas of weakness with new veterinary staff Provide a program tour to allow committee members to see our classroom setting Develop and implement annual program review/evaluation Review Labor Market Information Annually 		

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INSTRUCTOR(S) NAME: ANDERSON

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: PRE-VETERINARY TECHNICIAN

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • District Tours (middle & high school) • ASB led events like Happy Tails and TLC Saturday events • Polar Plunge 2018 • School science nights • Community volunteer/outreach activities 	Focus Activities:	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • In Place – Videos, Catalogs, Career Fairs, Media, and Tours • Kennewick Freshman week @ TTSC • Business handouts distributed to all local clinics/shelters/rescues • Tours (local middle, elementary and high schools) • Science night-Carmichael Middle School 		
POST HS/ ARTICULATION			
Post HS/ Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Students must accrue 50 hours of veterinary clinic experience/shadow to apply to YVCC Vet Tech program 	Focus Activities: <ul style="list-style-type: none"> • Offer NAVTA CVA certification (state test) 	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • Tech Prep 2 credit hours with YVCC Veterinary Technology • Look into other YVCC Tech Prep credits 		
STUDENT LEADERSHIP			
Student Leadership	Focus Activities: <ul style="list-style-type: none"> • Happy Tails • TLC Saturdays 	Focus Activities: <ul style="list-style-type: none"> • CPR course for local pet owners-community event 	Focus Activities:

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INSTRUCTOR(S) NAME: ANDERSON

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: PRE-VETERINARY TECHNICIAN

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Continuing Activities: <ul style="list-style-type: none"> • Maintain Happy Tails - with team leader, team member assignments, receptionist and manager • Maintain TLC 4 pets fund raisers with job assignments – manager, receptionists • Monthly Community Services 		
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: CWU CTE Block program	Focus Activities:	Focus Activities:
	Continuing Activities: <ul style="list-style-type: none"> • Renew teaching (K-8) certificate • Earn full certificate for CTE • First Aid/CPR Earn Veterinary Technician CE (15 credits per 3 years)		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: ABBY MATTSON

ADVISORY COMMITTEE APPROVAL: 1/29/2018

KEY:
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INSTRUCTOR(S) NAME: ED DAILEY

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: RADIO

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Implement Zeta 	Focus Activities: <ul style="list-style-type: none"> • Continue work with Zeta • Develop remote broadcast unit of instruction 	Focus Activities: <ul style="list-style-type: none"> • .
Continuing Activities: <ul style="list-style-type: none"> • Develop a more effective method for current Radio program to share (mini-workshops) • Continue alignment of instructional materials to meet industry standards and advisory committee • Develop additional resources for recording software i.e. recording studios larger Metro areas. • Implement more competency based work/lessons based on the areas of the employability skills addressed in our profile • Seek more qualitative research and bring in experts in Employability Readiness • Continue relationship with Rainmaker recording studios in Kennewick 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Purchase Zeta (software and equipment) • Replace acoustic wall treatment • Look at options to Web Cast the radio station again – waiting on music ruling 	Focus Activities: <ul style="list-style-type: none"> • Replace console in control room. 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Facility updates • Evaluate and adopt recording studio and other instruments • Look at options to Web Cast the radio station again – waiting on music ruling 			
WORK-BASED LEARNING			

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INSTRUCTOR(S) NAME: ED DAILEY

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: RADIO

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Continuing Activities: <ul style="list-style-type: none"> • Because of the state of radio in this area students selected for internships are moved into a part-time job status • Industry Videos and Web sites • Continue special job shadow day at Professional Radio Day at local groups • Lessons and class discussions are used. 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> • Review and endorse curriculum; assure alignment to program standards • Provide expertise in the design, development and delivery of programs/courses • Review labor market information 	Focus Activities	Focus Activities	Focus Activities
Continuing Activities: <ul style="list-style-type: none"> • The advisory committee develops goal for each year • The advisory committee reviews the program each fall • Local, state and national labor market reviewed and related to the curriculum • Work on website feature stories on success of students working in Radio for 88.1 			
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • 88.1 presence at B-F Fair 	Focus Activities: <ul style="list-style-type: none"> • 88.1 presence at B-F Fair • Explore broadcast live with Zeta 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Use alumni to promote 88.1 • Increase community awareness of 88.1 			
POST HS/ARTICULATION			
Post HS/ Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Develop relationship with Chicago WCRX radio and Columbia College in Chicago. 			
STUDENT LEADERSHIP			

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INSTRUCTOR(S) NAME: ED DAILEY

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: RADIO

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities Continuing Activities: <ul style="list-style-type: none"> • Station Jobs are used to teach leadership • Group projects • Leadership experts speak • Start a new Community service project • Portfolios • Seek online portfolio training • Career development events • Speeches and presentations • Radio Club presentations • Advisory Committee work for students • Continue heavy involvement in the Washington State high school Radio Awards program 	Focus Activities <ul style="list-style-type: none"> • Remote broadcast opportunity for student to interview at a home high school 	Focus Activities
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • NAB Continuing Activities: <ul style="list-style-type: none"> • NAB Conference • Update first aid • Seek training on computer programs that I have questions with • Visit with area employers for job placement students • Involvement with Columbia College • Involvement with Midwest Intercollegiate Broadcasting Convention 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • NAB

KEY:
Please identify progress of "Focus Activities" in current year only
C = Complete (Please note complete at the end of the activity)
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INSTRUCTOR(S) NAME: ED DAILEY

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** RADIO

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____


ADVISORY COMMITTEE APPROVAL: _____ **APRIL 30, 2018**

KEY:
Please identify progress of “Focus Activities” in current year only
C = Complete (Please note complete at the end of the activity)
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INSTRUCTOR(S) NAME: JULIE STOTT

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** TEEN PARENTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learnings and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Incorporate career cruising into GRADS curriculum • Incorporate curriculum from fellow cohorts for certifications • Work with Nursery on implementation of Early Achievers Grant • Incorporate Financial Algebra curriculum • Incorporate Dave Ramsey curriculum 	Focus Activities: <ul style="list-style-type: none"> • Incorporate career cruising into GRADS curriculum • Incorporate curriculum from fellow cohorts for certifications • Work with Nursery on implementation of Early Achievers Grant • Incorporate Financial Algebra curriculum • Incorporate Dave Ramsey curriculum • Incorporate a guide for teenage parents 	Focus Activities: <ul style="list-style-type: none"> • Incorporate career cruising into GRADS curriculum • Incorporate curriculum from fellow cohorts for certifications • Work with Nursery on implementation of Early Achievers Grant • Incorporate Financial Algebra curriculum • Incorporate Dave Ramsey curriculum • Incorporate a guide for teenage parents
Continuing Activities: <ul style="list-style-type: none"> • GRADS curriculum framework on file and implemented • Alignment of GRADS curriculum in place • Alignment of competencies in place • Incorporate a state identified GRADS certificate based on GRADS curriculum competencies • Tri-Tech Employability skills competencies are incorporated into the curriculum • Implementation of Tri-Tech standardized portfolio 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Secondary kitchen with range, countertop, and base cabinets • Range • 2 computers • Stackable washer/dryer. 	Focus Activities: <ul style="list-style-type: none"> • Stackable washer/dryer. 	Focus Activities: <ul style="list-style-type: none"> • Stackable washer/dryer

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INSTRUCTOR(S) NAME: JULIE STOTT

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** TEEN PARENTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
	Continuing Activities: <ul style="list-style-type: none"> Equipment replacement, subject to available funding, including Microwave oven, student chairs and nursery equipment 		
WORK-BASED LEARNING			
Work-Based Learning <ul style="list-style-type: none"> WBL opportunities are available for all students Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> Guest Speakers from a variety of employments. 	Focus Activities: <ul style="list-style-type: none"> Guest Speakers from a variety of employments. Field Trips Teen parent panel 	Focus Activities: <ul style="list-style-type: none"> Guest Speakers from a variety of employments Field trips Teen parent panel
	Continuing Activities: <ul style="list-style-type: none"> Student job shadow in career interest areas Incorporate Technical Education Leadership competencies into curriculum Support State CTE Leadership Competencies Fieldtrips to four colleges/universities near school district (WSU Richland, CBC, CWU, etc.) 		
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> Review and endorse curriculum; assure alignment to program standards Provide expertise in the design, development and delivery of programs/courses Review labor market information 	Focus Activities: <ul style="list-style-type: none"> Find a volunteer to facilitate the Teens Helping Panel Provide assistance in finding and enrolling students 	Focus Activities: <ul style="list-style-type: none"> Find a volunteer to facilitate the Teens Helping Panel Provide assistance in finding and enrolling students A grant available to assist in finding and enrolling students 	Focus Activities: <ul style="list-style-type: none"> Find a volunteer to facilitate the Teens Helping Panel
	Continuing Activities: <ul style="list-style-type: none"> Yearly Advisory Committee goals identified Advisory Committee review program through meeting reports and discussion at meetings Implement Annual Review checklist Washington Occupation Information System is used 		

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INSTRUCTOR(S) NAME: JULIE STOTT

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** TEEN PARENTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment <ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Focus Activities: <ul style="list-style-type: none"> • Attend community events to promote Teen Parent Education at Tri Tech • Distribute the TP Brochure Continuing Activities: <ul style="list-style-type: none"> • In Place – Videos, Catalogs, Career Fairs, Media, Summer School, and Tours 	Focus Activities: <ul style="list-style-type: none"> • Attend community events to promote Teen Parent Education at Tri Tech • Distribute the TP Brochure 	Focus Activities: <ul style="list-style-type: none"> • Attend community events to promote Teen Parent Education at Tri Tech • Distribute the TP Brochure
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • Former students as guest speakers that have received post-secondary training/education • Employment counselor as a guest speaker Continuing Activities: <ul style="list-style-type: none"> • Guest speakers • Investigation with internet assignments • N/A for exploratory program • Career cruising • Go to CBC Career Fair 	Focus Activities: <ul style="list-style-type: none"> • Former students as guest speakers that have received post-secondary training/education • Employment counselor as a guest speaker 	Focus Activities: <ul style="list-style-type: none"> • Former students as guest speakers that have received post-secondary training/education • Employment counselor as a guest speaker
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • Add new Leadership activities into the curriculum • Student participation in the Teens Helping Teen Panel 	Focus Activities: <ul style="list-style-type: none"> • Add new Leadership activities into the curriculum • Student participation in the Teens Helping Teen Panel 	Focus Activities: <ul style="list-style-type: none"> • Add new Leadership activities into the curriculum • Student participation in the Teens Helping Teens Panel

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INSTRUCTOR(S) NAME: JULIE STOTT

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** TEEN PARENTING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ Leadership skills are demonstrated and documented 			
PROFESSIONAL DEVELOPMENT			
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • Attend the GRADS/OSPI trainings • Attend FACSE conference and area meetings • Attend training for technology in classroom • Attend training for enhanced sewing skills Continuing Activities: <ul style="list-style-type: none"> • Employee information kept on file in TAEC office • Current CTE certification and First Aid/CPR/AED card on file for instructor • Current Food Handlers card • Completed Masters Degree 	Focus Activities: <ul style="list-style-type: none"> • Attend the GRADS/OSPI trainings • Attend FACSE conference and area meetings • Attend training for technology in classroom • Attend training for enhanced sewing skills 	Focus Activities: <ul style="list-style-type: none"> • Attend the GRADS/OSPI trainings • Attend FACSE conference and area meetings • Attend training for technology in classroom • Attend training for enhanced sewing skills

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____

ADVISORY COMMITTEE APPROVAL: **JANUARY 9, 2018** _____

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Please identify progress of "Focus Activities" in current year only
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INSTRUCTOR(S) NAME: GINA CUTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** WELDING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
CURRICULUM			
Curriculum: <ul style="list-style-type: none"> ▪ Curriculum and instructional materials are up-to-date ▪ Curriculum is aligned to the essential learning's and grade level expectations ▪ Course competencies are aligned to local/state/national standards ▪ Safety competencies are integrated into the curriculum ▪ Safety is taught and assessed ▪ Competencies for employability are integrated into the curriculum ▪ Employability skills are taught, assessed and documented ▪ Leadership competencies are integrated into the curriculum ▪ Non-traditional career objectives are integrated into the curriculum 	Focus Activities: <ul style="list-style-type: none"> • AWS Sense L2 Certification • Explore equivalency credit in Visual Art • Explore State approved Core + equivalency credit in Math 	Focus Activities: <ul style="list-style-type: none"> • Explore State approved Core + equivalency credit in Math and Art 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Continue alignment of instructional materials to meet industry standards & advisory committee recommendations • Curriculum to be aligned via the CTE Framework process. Continue to implement math and Technical English competencies with the GLE's • Evaluate/update CBC articulation (12/2017) • Replace print, math and weld texts as needed. (Jeffers 8th Edition) • Welding certifications (A.W.S) • Implement TTSC Student Portfolio • Safety instruction (OSHA 10, SP/2 Overton Forklift) 			
EQUIPMENT/FACILITIES			
Equipment/Facilities <ul style="list-style-type: none"> ▪ Labs/shops have appropriate equipment ▪ Facilities and environment meet safety standards ▪ Safety plan is on file 	Focus Activities: <ul style="list-style-type: none"> • Multiprocess Miller Machine 	Focus Activities: <ul style="list-style-type: none"> • Update SMAW Welder (3 per Year) 	Focus Activities: <ul style="list-style-type: none"> • Update SMAW Welder (3 per Year)
Continuing Activities: <ul style="list-style-type: none"> • Advisory committee reviews on an annual basis • Add and replace small hand tools • 			
WORK-BASED LEARNING			

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INSTRUCTOR(S) NAME: GINA CUTTS

SCHOOL DISTRICT: KENNEWICK **SCHOOL NAME:** TRI-TECH SKILLS CENTER **PROGRAM:** WELDING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Work-Based Learning <ul style="list-style-type: none"> ▪ WBL opportunities are available for all students ▪ Non-traditional career options are provided 	Focus Activities: <ul style="list-style-type: none"> • More pre-apprenticeship workshops • Increased industry presentation at school 	Focus Activities: <ul style="list-style-type: none"> • Increased industry presentation at school 	Focus Activities: <ul style="list-style-type: none"> •
ADVISORY COMMITTEES			
Advisory Committees <ul style="list-style-type: none"> ▪ Review and endorse curriculum; assure alignment to program standards ▪ Provide expertise in the design, development and delivery of programs/courses ▪ Review labor market information 	Continuing Activities: <ul style="list-style-type: none"> • Lab experience in class • Guest speakers /Internet • Industry reading materials • Field trips, videos Genie, CBC, Walla Walla, Perry Tech, 598 • Job Shadow for students • Industry reading materials • Internships/job placement • Non-traditional career options are documented on file in co-op office • Pre-apprenticeship workshops 	<ul style="list-style-type: none"> • Alumni participation 	Continuing Activities: <ul style="list-style-type: none"> •
PROGRAM IMPROVEMENT/STUDENT RECRUITMENT			
Program Improvement/Student Recruitment	Focus Activities: <ul style="list-style-type: none"> • Pre-Apprentice meetings 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •

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INSTRUCTOR(S) NAME: GINA CUTTS

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: WELDING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
<ul style="list-style-type: none"> ▪ A student recruitment plan has been developed ▪ A program promotion plan is in place 	Continuing Activities: <ul style="list-style-type: none"> • Open house student catalogs, videos, brochures, radio, TV, newspaper. • High School and Beyond night • Construction Career Day • Monthly Newsletter • Student Tours • Magic Camp • Social Media 		
POST HS/ARTICULATION			
Post HS/Articulation <ul style="list-style-type: none"> ▪ Post-high school information is integrated into the program ▪ Articulation agreements are in place where feasible 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> • 	Focus Activities: <ul style="list-style-type: none"> •
Continuing Activities: <ul style="list-style-type: none"> • Field trips, guest speakers, advanced placement • Articulation agreements in place with CBC 			
STUDENT LEADERSHIP			
Student Leadership <ul style="list-style-type: none"> ▪ Leadership competencies are integrated into the curriculum ▪ Leadership skills are demonstrated and documented 	Focus Activities: <ul style="list-style-type: none"> • Ambassadors • Shop Foreman • Welding Wars 	Focus Activities: <ul style="list-style-type: none"> • Ambassadors • Shop Foreman • Welding Wars 	Focus Activities: <ul style="list-style-type: none"> • Ambassadors • Shop Foreman • Welding Wars
Continuing Activities: Leadership competencies are integrated and demonstrated through: <ul style="list-style-type: none"> • Student Ambassadors • Presentations and speeches • Shop foreman, safety person roles 			
PROFESSIONAL DEVELOPMENT			

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INSTRUCTOR(S) NAME: GINA CUTTS

SCHOOL DISTRICT: KENNEWICK SCHOOL NAME: TRI-TECH SKILLS CENTER PROGRAM: WELDING

PROGRAM STANDARDS AND CHARACTERISTICS	2017-2018	2018-2019	2019-2020
Professional Development <ul style="list-style-type: none"> ▪ Teachers have knowledge, training and pathway-related industry skills in their program area ▪ Teachers have recent training in their content area ▪ Teachers maintain current CTE certification and first aid/CPR certification 	Focus Activities: <ul style="list-style-type: none"> • NCCER Certificate • Apply for Initial CTE certification • E Cert 	Focus Activities: <ul style="list-style-type: none"> • OSHA recertification • Fab Tech 	Focus Activities: <ul style="list-style-type: none"> •
	Continuing Activities: <ul style="list-style-type: none"> • Visit employers potential job placement for students • Currently up to date CTE certification and first aid/CPR certification • Maintain clock hours 		

CAREER AND TECHNICAL EDUCATION DIRECTOR APPROVAL: _____ 

ADVISORY COMMITTEE APPROVAL: _____ 4/23/2018