



**WORK INSTRUCTION**  
**Programs Eligible for In-District Transfers**  
**INS-W014**

Work instructions are continually revised and improved. For the most recent version, please visit <https://salkeiz.sharepoint.com/qam/SitePages/Home.aspx>

**1.0 SCOPE:**

1.1 The following table is a list of all the programs of study that are eligible for in-district transfer. For more information on [how to request an in-district transfer at the High School level, please click here](#).

Program Name	Eligible Schools
<b>AUDIO PRODUCTION TECHNOLOGY:</b> Students will learn to create film, music and TV master recordings as an audio engineer.	McNary McKay
<b>AGRICULTURE:</b> Students in this program will learn about plant science, animal science, agricultural mechanics and agribusiness.	McKay
<b>AUTOMOTIVE TECHNOLOGY:</b> Students study automotive systems, including engines, brakes, electrical, suspension, steering and transmissions. ASE certification and college credit are available.	McKay McNary Sprague
<b>BANKING and FINANCE:</b> The program provides students with a background in the banking industry. Students demonstrate professional business skills while managing and operating the onsite MaPS Credit Union branch.	West Salem
<b>BASIC NURSING ASSISTANT:</b> Students learn basic health care skills used in caring for patients. Advanced students participate in clinical experiences with an opportunity to earn a Nurse Assisting license from the Oregon State Board of Nursing.	McKay
<b>BROADCAST JOURNALISM:</b> Students will develop, produce, and deliver original content for commercial broadcasts from concept to completion. They will work individually and with a team to create dynamic programming for radio, television and social media while using professional news studio equipment.	South Salem
<b>BUSINESS ENTREPRENEURSHIP:</b> Students will develop a competitive business mindset by operating successful student enterprises.	Roberts
<b>BUSINESS MANAGEMENT:</b> Students learn teamwork and problem solving skills through exposure to a variety of computer-based activities. Students are exposed to the proper business etiquette expected in today's global marketplace and they are introduced to communication skills needed in the workplace.	McNary
<b>CABINETMAKING:</b> Students apply skills and techniques to design and produce custom cabinets and fine furniture as well as study construction trades.	North Salem
<b>COMPUTER AIDED DRAFTING:</b> Using industry standard software, students develop skills needed in the residential building design industry.	Sprague
<b>COMPUTER PROGRAMMING:</b> Students have the opportunity to learn various programming languages including pascal, C++, Visual Basic and Access.	South Salem Sprague West Salem



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<p><b>CONSTRUCTION TECHNOLOGY:</b>  Essential skills for the building trades are covered. Advanced students build a home and earn national NCCER certification.</p>	<p>McKay McNary</p>												
<p><b>CULINARY ARTS:</b>  Students learn culinary skills and techniques, creating innovative menus and restaurant – quality dishes. Advanced students operate a bistro and catering business.</p>	<p>McKay McNary North Salem South Salem</p>												
<p><b>EARLY CHILDHOOD EDUCATION:</b>  An on-site preschool laboratory provides students with training and practical experience to succeed in an early childhood career.</p>	<p>North Salem West Salem</p>												
<p><b>EDUCATION and TEACHING:</b>  This college preparatory program is designed for students interested in becoming an elementary or secondary school teacher and provides practical experience working with young children.</p>	<p>Sprague Roberts</p>												
<p><b>EMERGENCY SERVICES:</b>  Students learn basic safety practices of a fire response team. The program includes fire prevention/suppression training and emergency response activities. Students are eligible to receive EMT, wildland fire and national NFPA Firefighters 1 certificate.</p>	<p>West Salem</p>												
<p><b>ENGINEERING TECHNOLOGY:</b>  Students apply the Engineering Design Process to design and construct projects in robotics, bridges, work cells and other areas. Students also gain experience in computer programming, CNC Manufacturing and Robotics Programming.</p>	<p>McKay North Salem</p>												
<p><b>GRAPHIC DESIGN:</b>  Students use graphic design software to produce high quality products for customers such as posters, screen printing and advertisements.</p>	<p>McNary North Salem South Salem West Salem</p>												
<p><b>HEALTH SERVICES:</b>  Students learn basic life support skills and on-scene leadership in emergency medical care situations. Students successfully completing the training are eligible to sit for the EMT basic certification exam.</p>	<p>West Salem</p>												
<p><b>HEALTH AND PHARMACY SERVICES:</b>  Students acquire an overview of the diverse career opportunities in the health services industry. Advanced students participate in healthcare job shadows.</p>	<p>North Salem</p>												
<p><b>IB – INTERNATIONAL BACCALAUREATE:</b>  The IB Diploma Program (DP) is a demanding pre-university course of study that leads to rigorous international assessments.  <i>Incoming freshmen who wish to enter into an IB program will need to request their transfer to North Salem HS or South Salem HS based on their residence attendance area as shown below:</i></p> <table border="1" data-bbox="155 1745 1130 1890"> <thead> <tr> <th></th> <th>North Salem IB Program</th> <th>South Salem IB Program</th> </tr> </thead> <tbody> <tr> <td>Residence Attendance Area</td> <td>McNary</td> <td>McKay</td> </tr> <tr> <td>“</td> <td>North Salem</td> <td>South Salem</td> </tr> <tr> <td>“</td> <td>West Salem</td> <td>Sprague</td> </tr> </tbody> </table>		North Salem IB Program	South Salem IB Program	Residence Attendance Area	McNary	McKay	“	North Salem	South Salem	“	West Salem	Sprague	<p>South Salem North Salem</p>
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<p><b>JROTC – Army</b>  <b>JROTC – Air Force</b>          Prepares students for success after high school by learning to be leaders and responsible citizens.</p>	<p>McNary – Air Force          North Salem - Army</p>
<p><b>MANUFACTURING:</b>          Students use welding, machining, measurement, woodworking and blueprint reading skills to design and manufacture products.</p>	<p>South Salem</p>
<p><b>MARKETING:</b>          Students learn the foundations to successfully market goods, services and ideas to consumers. Study includes operation of student store.</p>	<p>McKay          North Salem          South Salem          Sprague</p>
<p><b>MEDIA PRODUCTION:</b>          The program addresses all major media production topics including video composition, operation of video camera systems, lighting techniques and equipment, audio equipment, directing and editing principles, post-production and visual effects.</p>	<p>McNary          Sprague</p>
<p><b>NATIONAL SECURITY:</b>          Students will train alongside state and federal organizations such as law enforcement, military and emergency services that play critical roles in national security.</p>	<p>North Salem</p>
<p><b>SPORTS MEDICINE:</b>          Students learn treatment techniques to promote healthy movement, reduce pain, restore function and prevent injuries in a state-of-the-art lab. Advanced students may apply for a practicum experience.</p>	<p>Sprague          South Salem</p>
<p><b>World Language: AMERICAN SIGN LANGUAGE</b>          ASL I, II, III</p>	<p>South Salem          Sprague          West Salem</p>
<p><b>World Language: FRENCH</b>          French I, II, III, Adv.</p>	<p>McKay          North Salem          South Salem          Sprague          West Salem</p>
<p><b>World Language: GERMAN</b>          German I, II, III, Adv.</p>	<p>McNary          South Salem</p>
<p><b>World Language: JAPANESE</b>          Japanese I, II, III, Adv.</p>	<p>North Salem</p>