



# CTE Handbook

## Procedures and Administrative Guidelines

2016-2017



# CTE Handbook

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# Organizational Chart



# CTE Organizational Chart

**Darrell G. Brown, Ph.D.**  
Superintendent

**Lorene Ownby Ed.D.**  
Executive Director of  
Elementary Education

**Clarence Simmons**  
Executive Director of  
Secondary Education

**Skip Baskerville**  
Associate Superintendent  
for HR, Governance,  
and Support Services

**Elizabeth Clark, Ed.D.**  
Associate Superintendent for  
Curriculum and Instruction

**Katie Bowman**  
Associate Superintendent  
for Finance

**Randy Sumrall**  
Executive Director  
of Technology

**Mark Thomas**  
Communications Officer

**Linda Anderson, Ph.D.**  
Director of Career and Technology  
Education/ Principal BCTAL

**Mary Dan Hayes**  
CTE/BCTAL Counselor

**Marcus Canonico, J.D.**  
CTE Coordinator

**Allison Vinson**  
CTE Coordinator

**Clayton Burlison**  
Technology Support Specialist

**Lisa Carnes**  
Administrative Assistant

**Alison Andrews**  
Administrative Assistant

**Vicki Barke**  
Receptionist

**Robert Fallis**  
Director of Army  
Instruction JROTC

**Carlotta Browning**  
School-Aged Parents  
Facilitator

**Paul Andreason**  
Dean of Students BCTAL

**Dalia Valdez**  
Campus Secretary

**DeeDee Bocanegra**  
Administrative Assistant

## Birdville Center of Technology and Advanced Learning

**Richland HS**  
16 CTE teachers

**Birdville HS**  
14 CTE teachers

**Shannon LC**  
3 CTE teachers

**Haltom HS**  
19 CTE teachers

**N Ridge MS**  
4 CTE teachers

**Richland MS**  
2 CTE teachers

**N Richland MS**  
2 CTE teachers

**N Oaks MS**  
3 CTE teachers

**Wauauga MS**  
2 CTE teachers

**Smithfield MS**  
3 CTE teachers

**Haltom MS**  
4 CTE teachers

**Olin Harrington**  
Automotive Technology Teacher

**Antoine Sanders**  
Automotive Technology Teacher/  
Educational Assistant

**Jesse Hackfeld**  
Automotive Technology Teacher

**Karen Kallas**  
Education and Training Teacher

**Susan Stevens**  
Education and Training Teacher

**Jeremy Upchurch**  
Audio Video Teacher

**Trevor Kasal**  
Audio Video Teacher

**Karen Conniff**  
Campus Nurse

**Sharon Leon**  
Health Science Teacher

**Dana Allen**  
Health Science Teacher

**Carolyn Setford**  
Health Science Teacher

**Nancy Azzopardi**  
Health Science Teacher

**Kali Daniel**  
Health Science Teacher

**Emily Livingston**  
Health Science Teacher

**Michael Sanders**  
Forensic Science/HST Teacher

**José Hernandez**  
Law, Public Safety  
& Security Teacher

**Mike Benton**  
Construction Technology Teacher

**Tim Sanders**  
Construction Technology  
Educational Assistant

**Joe Rocker**  
Construction Technology Teacher

**Matthew Pitner**  
Principles of Technology Teacher

**Jacob Hildebrand**  
PLTW Science Teacher

**Russell Bywater**  
PLTW Science Teacher

**Lynn Barrett**  
Rocket Engineering

**Patrick Faram**  
Computer Maintenance Teacher  
Accounting Teacher

**Lisa Greco**  
Travel & Tourism Teacher

**Joshua Gentry**  
Lead Culinary Arts Teacher

**Gina Albaladejo**  
Culinary Arts Educational Ast.

**Steve Wesley**  
Culinary Arts Teacher

**Cindy Valenta**  
CISCO Business Mgmt Teacher

**Jessica Erby**  
Lead Cosmetology Teacher

**Shawndelle Kreger**  
Cosmetology Teacher

# General Information



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*Career and Technology Education Department*

## **Department of Career and Technology Education** *Information Sheet*

**School Year:** \_\_\_\_\_ **Employee ID:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Home Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**School(s):** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Course(s):**

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*Submit Form*



*Reset Form*

### CTE Teacher List

Last Name	First Name	EXT.	Cell	Subject
<b>Central Administration</b>				
Anderson	Linda	5786	817.343.4144	Director/Principal
Vinson	Allison	5431	817.929.8325	CTE Coordinator
Marcus	Canonico	5798	214.532.1584	CTE Coordinator
Carnes	Lisa	5786	817.793.1800	Administrative Assistant
Andrews	Alison	5748	214.632.3456	Administrative Assistant
Bocanegra	DeeDee	5814	817.454.2185	Administrative Assistant
Barke	Vicki	3800	817.657.8136	Receptionist
Burlison	Clayton	3819	682.225.7222	Technology Specialist
Hayes	Mary Dan	3818		Counselor
Barry	Tyler	3809		Intern
Browning	Carlotta	6313	817.504.2111	Assistance for School-Aged Parents (ASAP) Facilitator
Pennington	Stephanie	6311	817.4228729	ASAP Social Worker
Pena	Clarissa	<b>Lead Teller Branch Mgr.</b>	<b>817.306.3142</b>	<b>Unity One Credit Union</b>
Gomez	Blanca			<b>Unity One Credit Union</b>
<b>JROTC</b>				
Robert	Fallis	6070	817.846.8997	District LTC
CPT George	Sims	8225		Birdville High School
ISG Roy	Hunter	8226		Birdville High School
MSG Curtis	Filho	8236		Birdville High School
ISG David	Long	6070		Halton High School
SFC Michael	Comminates	6224		Halton High School
SFC Ricardo	Lopez	6057		Halton High School
CPT Warren	Harris	7519		Richland High School
MSG Donald	Murrah	7520		Richland High School
<b>BCJAL-011</b>			<b>817.547.3800</b>	
Andreanson	Paul	3816	817.718.2899	Dean
Valdez	Dalia	3817	817.881.7785	Dean Secretary
Conniff	Karen	3812		Campus Nurse
Holman	Jamal	3832	817.965.1542	Head Custodian
Walden	Loren	3844		Student Resource Officer
Allen	Dana	3868	817.320.6511	Health Science Technology/EMT
Albaladejo	Gina	3824	817.808.7426	Culinary Arts, EA
Azzopardi	Nancy	3869	682.351.0326	Health Science Technology
Barrett	Lynn	3865	817.919.3195	Rocket Engineering
Benton	Mike	3878	817.602.8882	Construction Technology
Bywater	Russell	3863	817.946.1534	PLTW/Science
Chilton	Greg	3827	817.313.5250	Agricultural Science, Lead
Kreger	Shawndelle	3893	806.470.7886	Cosmetology
Daniel	Kali	3876	214.707.5425	Health Science Technology
Dukes	Stephanie	3842	817.729.9292	Horticulture Science
Sanders	Michael	3849	817.688.3797	Forensic Science/HST
Faram	Patrick	3856	817.253.1517	Computer Maintenance/Accounting
Gentry	Joshua	3824	806.438.1398	Culinary Arts, Lead
Greco	Lisa	3835	817.713.7863	Marketing Education/Travel and Tourism
Hackfeld	Jesse	3885	817.880.3871	Automotive Technology
Harrington	Olin	3884	817.999.6091	Automotive Technology
Hernandez	Jose	3851	817.939.0590	Criminal Justice
Hildebrand	Jacob	3866	817.727.5756	PLTW
Kallas	Karen	3886	817.269.7998	Education and Training
Kasal	Trevor	3846	817.691.5953	Audio Video Production
Leon	Sharon	3876	682.227.1836	Health Science Technology
Livingston	Emily	3872	817.846.7805	Health Science Technology
Lopez	Kalinda	3837	817.907.5976	Agricultural Science
Erby	Jessica	3895	817.524.9338	Cosmetology
Pitner	Matthew	3861	817.207.0227	Science/Principles of Technology/PLTW/Robotics
Rocker	Joe	3880	682.583.1397	Construction Technology
Sanders	Anton	3884	817.917.2311	Automotive Technology, Teacher/EA
Sanders	Tim	3880	817.343.1892	Construction Technology, EA
Setford	Carolyn	3874	817.305.3535	Health Science Technology
Stevens	Susan	3889	817.233.9292	Education and Training
Upchurch	Jeremy	3845	817.991.7242	Audio Video Production
Valenta	Cmdy	3853	817.909.1486	Business Management/CISCO
Wesley	Steve	3825	817.559.3258	Culinary Arts
<b>HALTON HIGH -001</b>			<b>817.547.6000</b>	
Hamilton	David	6010		Principal
Pena	Elizabeth	6023		AP-CTE
Russell	DeeAnn	6011		Secretary
Cooper	Ruth	6065		CTE Career Liaison
Arnold	Emily	6052	817.897.1922	Journalism
Caruthers	Jerry	6230	817.228.2199	Marketing Education
Copeland	Chris	6247	210.601.0796	Engineering Math
Cox	Tiffany	6097	817.228.8223	Family Consumer Science
English	Melford	6231		Professional Communications
Ethridge	Tristan	6205	817.948.7927	Family Consumer Science
Gage	Ashley	6518		Professional Communications
Hayden	Elizabeth	6202		Health Science
Heckathorn	Michelle	6265	817.992.4123	Business Education
Lejarzar	Gary	6229	817.706.5090	Marketing Education
McLean	Lucille	6113		Sports Medicine
McLean	Tom	6087		Medical Terminology/Princ. Of HS
Porter	Chris	6207	817.846.3870	Anatomy/Physiology
Stewart	Ashley	6078		Business and Technology Education
Sturgell	Chelly	6303	903.850.4508	Family Consumer Science
Tucker	Lee	6247		Business Education
Wallace	Jessica	6266		Professional Communications
Worley	David	6082	817.229.0304	Technology Education/PLTW
Wright	Pamela	6268	817.851.6623	Business Education

RICHLAND HIGH - 002			817.547.7000	
Rix	Carla	7010		Principal
Hinton	Derek	7017		AP-CTE
Rlittenberry	Brenda	7011		Secretary
Trevino	Eva	7020		CTE Career Liaison
Barrett	Kerry	7312	N/A	Business Education
Bradshaw	Kelly	7606		Professional Communications
Broxterman	Dean	7089	817.223.8046	Medical Terminology
Hagar	Tracie	7300	817.683.7091	Marketing Education
Harris	Dana	7308/7309		Technology Education/PLTW/Architecture
Johnson	Chris	7605	254.624.4011	Professional Communications
Lundy	Elizabeth	7307	817.706.1432	Food Science
Mann	Ron	7408		Anatomy and Physiology
Morgan	Deborah	7604		Professional Communications
Pereira	Tracy	7311	817.422.1177	Business Education
Sandford	Heather	7089		Sports Medicine
Schilling	Steven	7402		Journalism
Sorenson	Karen	7303		Business Education
Strickland	Amy	7302	972.365.4145	Business and Technology Education
Taylor	Tana	7328	817.412.9466	Family and Consumer Sciences
RICHMOND HIGH - 003			817.547.8000	
Wells	Jason	8010		Principal
Scott	Phyllis	8025		AP-CTE
Etheredge	Liz	8011		Secretary
Larson	Cindy	8316		CTE Career Liaison
Anderson	Andrea	8332	817.343.3789	Marketing Education
Bauer	Lacy	8351		Principles of Health Science
Blankenship	Ann	8221	817.919.7605	Business Education
Cook	Joyce	8205	817.929.5648	Specialist for Special Populations/ASAP
Naehritz	Alexa	8235	817.944.0871	Family and Consumer Science
Franklin	John	8210/8204	817.808.6212	Technology Education/PLTW
Gomez	Jenna	8271	817.881.0568	Professional Communications
Griffith	Tyrone	8216		Business Education
Holman	Anthony	8365		Professional Communications
Medford	Tom	8208	817.707.8602	Business Education
Moffit	James	8212		Journalism
Shipman	Emily	8038	817.403.2993	Marketing Education
Stafford	Brandon	8364		Sports Medicine
White	Jane	8231	817.269.7911	Family and Consumer Science
SHANNON LEARNING CENTER - 012			817.547.5400	
Farr	Greg	5410		Principal
Darr	Richard	5416		AP
Miller	Pam	5428		CTE Career Liaison
Greco	Lori	5411		Secretary
Sparks	Rhonda	5462	817.437.7558	Marketing Education
Peters	Teresa	5493	682.438.1038	Business Education
Wright	Tammy	5461	682.429.1519	Marketing Education
BATTON MIDDLE - 011			817.547.8000	
Balzer	Jill	4010		Principal
Miller	Nancy			PLTW
Rachels	Ceci	4163		College & Careers
Rhine	Betina	4042	817.714.1820	Business and Technology Education
Zamora	Ashley	4167		PLTW
NORTH RICHLAND MIDDLE - 042			817.547.4200	
Valamides	Ernie	4210		Principal
Arnold	Kelley	4365		Technology Education/PLTW
Goodman	Beverly	4376	817.800.5375	College & Careers
RICHLAND MIDDLE - 043			817.547.4400	
Whitfield	James	4410		Principal
Denney	Dominic	4571		College & Careers
Womack	Jeff	4580	817.937.4936	PLTW
NORTH OAKS - 044			817.547.4600	
Klaerner	Dr. Jennifer	4610		Principal
Burch	Paul	4775	817.905.1526	Technology Education/PLTW
Nungesser	Jeremy	4765	817.683.1057	Technology Education/PLTW
Wetz	Megan	4772		College & Careers
WATAUGA MIDDLE - 045			817.547.4800	
Houston	Shannon	4810		Principal
Douglas	Robert	4963	713.628.2375	Technology Education/PLTW
Levingston	Heather	4971		College & Careers
SOUTHFIELD MIDDLE - 046			817.547.5000	
Pekurney	Kyle	5010		Principal
Amer-Polak	Lanelle	5082	817.879.3781	Technology Education/PLTW
Clifton	Tina	5067	817.247.0939	Business Education
Gage	Brett	5000	817.360.4669	College & Careers
NORTH RIDGE MIDDLE - 047			817.547.5200	
Ellis	Steve	5210		Principal
Creameens	Tina	5251		Professional Communications
Pereira	Tracy	5295	817.422.1177	College & Careers
Rue	Mark	5272/5276	817.913.3650	Technology Education/PLTW
Tarver	Roni	5297		College & Careers
BIRDEVILLE AGRICULTURAL SCIENCE CENTER				
Hall	Larry	3700		Caretaker - Full Time
Fargo	Tyler	3700		Caretaker - Part Time
Houy	Russell	3700		Caretaker - Part Time
Lehrmann	Brandi	3700		Caretaker - Part Time





# 2016-2017 Birdville ISD Calendar

July '16						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August '16						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September '16						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October '16						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November '16						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December '16						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January '17						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February '17						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March '17						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April '17						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May '17						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
★	29	30				

June '17						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

approved 12.10.15

- Holiday/Spring Break
- Student Holiday/Teacher Prep
- Student Half Day
- Student Holiday/Professional Learning
- Staff Make Up Day
- Student Half Day/Teacher Planning

- First/Last Day of School
- Graduation Day
- Flex Day

**Reporting Periods**

- 
- Aug. 22 - Sept. 30 Fall Semester
  - Oct. 3 - Nov. 11
  - Nov. 14 - Jan. 13

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  - Jan. 17 - Feb. 24 Spring Semester
  - Feb. 27 - Apr. 13
  - Apr. 17 - Jun. 2



**2016 – 2017 DAYS OF DUTY**  
**BIRDVILLE INDEPENDENT SCHOOL DISTRICT**

<b>POSITION</b>	<b># DAYS</b>	<b>START DATE</b>	<b>END DATE</b>
<b>PRINCIPALS:</b>			
HIGH SCHOOL	236	07/01/2016 *	06/30/2017 *
MIDDLE SCHOOL	220	07/12/2016	06/16/2017
ELEMENTARY SCHOOL	215	07/19/2016	06/16/2017
<b>ASSISTANT PRINCIPALS:</b>			
HIGH SCHOOL	210	07/19/2016	06/09/2017
MIDDLE SCHOOL	205	08/01/2016	06/15/2017
ELEMENTARY SCHOOL	200	08/01/2016	06/08/2017
<b>COUNSELORS:</b>			
HIGH SCHOOL LEAD	215	07/25/2016	06/22/2017
HIGH SCHOOL	210	07/25/2016	06/15/2017
HIGH SCHOOL STUDENT ASSISTANCE	200	08/01/2016	06/08/2017
MIDDLE SCHOOL	205	08/01/2016	06/15/2017
MIDDLE SCHOOL STUDENT ASSISTANCE	200	08/01/2016	06/08/2017
ELEMENTARY SCHOOL	200	08/01/2016	06/08/2017
<b>CONTENT COORDINATORS</b>	220	07/12/2016	06/16/2017
<b>DIAGNOSTICIANS / SOCIAL WORKERS</b>	200	08/01/2016	06/08/2017
<b>DIAGNOSTICIANS - HIGH SCHOOL</b>	205	08/01/2016	06/15/2017
<b>LICENSED SPECIALIST IN PSYCHOLOGY</b>	200	08/01/2016	06/08/2017
<b>PROGRAM COORDINATOR/HEALTH SERVICES</b>	220	07/12/2016	06/16/2017
<b>REGISTERED NURSES / LVNS - HIGH SCHOOL</b>	192	08/08/2016	06/05/2017
<b>TEACHERS / NURSES / LVNS</b>	187	08/12/2016	06/02/2017
<b>TEACHERS WITH EXTENDED DAYS:</b>			
CAREER & TECHNOLOGY/SPECIAL SERVICES	207	07/18/2016	06/03/2017
CAREER & TECHNOLOGY/SPECIAL SERVICES	197	08/01/2016	06/05/2017
DIGITAL LEARNING SPECIALISTS	215	07/19/2016	06/16/2017
<b>ADMINISTRATIVE ASSISTANTS/SECRETARIES:</b>			
HIGH SCHOOL	236	07/01/2016 *	06/30/2017 *
MIDDLE SCHOOL	205	08/01/2016	06/15/2017
ELEMENTARY SCHOOL	200	08/01/2016	06/08/2017
CENTRAL ADMINISTRATION	236	07/01/2016 *	06/30/2017 *
<b>CLERKS:</b>			
ATTENDANCE	200	08/01/2016	06/08/2017
ADMINISTRATIVE	195	08/08/2016	06/08/2017
ADMINISTRATIVE	210	07/19/2016	06/09/2017
COUNSELOR CLERK / HIGH SCHOOL	210	07/25/2016	06/15/2017
GENERAL OFFICE	187	08/12/2016	06/02/2017
SWITCHBOARD	205	08/01/2016	06/15/2017
<b>EDUCATIONAL ASSISTANTS</b>	187	08/12/2016	06/02/2017

\* District offices are closed the week of July 4.

# 2016-2017

## CTE Important Dates

Monday, August 15	Campus PLD
Tuesday, August 16	Campus PLD
Wednesday, August 17	District PLD
Thursday, August 18	Campus PLD
Wednesday, September 21	1/2 pm Campus PLD
Monday, October 10	Campus (flex)
Tuesday, October 11	District PLD
Wednesday, November 9	1/2 pm Campus PLD
Tuesday, January 3	Teacher Prep
Monday, February 20	Campus PLD
Friday, June 2	Campus PLD

**CTE Advisory Committee Scholarship  
Golf Scramble**  
Tuesday, September 20, 2016 - 8:00 a.m.  
Iron Horse Golf Course, North Richland Hills

**Fall School-to-Work Coalition Luncheon**  
Wednesday, November 16, 2016 - 11:30 a.m.  
BCTAL

**Spring School-to-Work Coalition Luncheon**  
Wednesday, March 8, 2017 - 11:30 a.m.  
BCTAL

**Employer Work-Based Learning  
Appreciation Luncheon**  
Wednesday, April 19, 2017 - 11:30  
Grand Hall - NRH Centre

<p><b>August</b></p> <table border="0" style="width: 100%;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<p><b>September</b></p> <table border="0" style="width: 100%;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		<p><b>October</b></p> <table border="0" style="width: 100%;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p><b>November</b></p> <table border="0" style="width: 100%;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
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# BISD District Assessment Calendar 2016-2017

## Elementary Assessment Dates

Test Window	Enter By	Grade Level/Course	Assessment	Note
Aug 29 - Sep 9	Sep 9	1-5 Reading	STAR EL/Reading	BOY Screener
		1-5 Reading (Spanish)	ISIP(1-3)/WRAP(4-5)	
		1-5 Math	STAR Math	
Tue Sep 20	Oct 4	1-5 ELA	Composition	
Oct 3 - Oct 14	Oct 14	PK Reading	CIRCLE	BOY Screener
		K Reading	STAR Early Literacy	BOY Screener
		K Reading (Spanish)	ISIP	BOY Screener
		PK Math	CIRCLE	BOY Screener
		K Math	STAR Math	BOY Screener
Wed Oct 19	Nov 2	K ELA	Composition	
	Oct 21	3-5 ELA	CBA Writing	Revising and Editing
Mon Nov 14	Nov 16	2-5 Math	CBA Math	
Tue Nov 15	Nov 17	2-5 Reading	CBA Reading	Passages and comprehension
Wed Nov 16	Nov 18	2-5 Science	CBA Science	
Thu Nov 17	Nov 28	2-5 Social Studies	CBA Social Studies	
Wed Jan 11	Jan 25	K-5 ELA	Composition	
Jan 17 - Jan 27	Jan 27	PK Reading	CIRCLE	MOY Screener
		K-5 Reading	STAR EL/Reading	MOY Screener
		K-5 Reading (Spanish)	ISIP(K-3)/WRAP(4-5)	MOY Screener
		PK Math	CIRCLE	MOY Screener
		K-5 Math	STAR Math	MOY Screener
Wed Feb 8	Feb 10	3-5 ELA	CBA Writing	Revising and Editing
Mon Feb 27	Mar 1	2-5 Math	CBA Math	
Tue Feb 28	Mar 2	2-5 Reading	CBA Reading	Passages and comprehension
Wed Mar 1	Mar 3	2-5 Science	CBA Science	
Thu Mar 2	Mar 6	2-5 Social Studies	CBA Social Studies	
Mar 6 - Apr 5		TELPAS window		
Mar 28 - Mar 29		STAAR 5 Math/Reading; 4 Writing		
Apr 3 - Apr 21		STAAR Alt 2 window		
Apr 3 - Apr 13	Apr 13	PK Reading	CIRCLE	EOY Screener
		K-5 Reading	STAR EL/Reading	EOY Screener
		K-5 Reading (Spanish)	ISIP(K-3)/WRAP(4-5)	EOY Screener
		PK Math	CIRCLE	EOY Screener
		K-5 Math	STAR Math	EOY Screener
Wed Apr 5	Apr 19	K-5 ELA	Composition	
May 8 - May 10		STAAR 3,4 Math/Reading; 5 Science; 5 Math/Reading Retest		
Mon May 8*	May 10	2 Math	CBA Math	
Tue May 9*	May 11	2 Reading	CBA Reading	Passages and comprehension
Tue May 16	May 18	2-5 Social Studies	CBA Social Studies	
Thu May 18	May 22	2-4 Science	CBA Science	
Tue May 23*	May 25	2 Math	CBA Math	
Thu May 25*	May 30	2 Reading	CBA Reading	Passages and comprehension

\* Campuses may opt to administer grade 2 math and reading CBAs during STAAR testing week or on May 23 and 25.

2016-2017 Local Assessment Calendar  
Elementary

	M	T	W	Th	F
August	Aug 22	23	24	25	26
	29	30	31	Sep 1	2
1-5 Rtl Screener (Reading and Math)					
September	5	6	7	8	9
	1-5 Rtl Screener (Reading and Math)				
	12	13	14	15	16
	19	1-5 ELA Comp	21	22	23
26	27	28	29	30	
October	Oct 3	4	5	6	7
	PK-K Rtl Screener (Reading and Math)				
	10	11	12	13	14
	PK-K Rtl Screener (R & M)				
17	18	K Comp 3-5 W CBA	20	21	
24	25	26	27	28	
November	31	Nov 1	2	3	4
	7	8	9	10	11
	2-5 Math CBA	2-5 Read CBA	2-5 Science CBA	2-5 SocSt CBA	18
	21	22	23	24	25
28	29	30	Dec 1	2	
December	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
January	Jan 2	3	4	5	6
	9	10	K-5 Comp	12	13

	M	T	W	Th	F
January	Jan 16	17	18	19	20
	PK-5 Rtl Screeners (R & M)				
February	23	24	25	26	27
	PK-5 Rtl Screeners (Reading and Math)				
	30	31	Feb 1	2	3
	6	7	3-5 Writing CBA	9	10
13	14	15	16	17	
20	21	22	23	24	
March	2-5 Math CBA	2-5 Read CBA	2-5 Science CBA	2-5 SocSt CBA	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
27	28 STAAR	29 STAAR	30	31	
April	Apr 3	4	K-5 Comp	6	7
	PK-5 Rtl Screeners (Reading and Math)				
	10	11	12	13	14
	PK-5 Rtl Screeners (Reading and Math)				
17	18	19	20	21	
24	25	26	27	28	
May	May 1	2	3	4	5
	8 STAAR	9 STAAR	10 STAAR	11	12
	2 M CBA*	2 R CBA*			
	15	2-5 SocSt CBA	17	2-4 Science CBA	19
22	23	24	25	26	
	2 M CBA*		2 R CBA*		
June	29	30	31	Jun 1	2
	5	6	7	8	9

\* Campuses may opt to administer grade 2 math and reading CBAs during STAAR or on May 23 and 25.

# BISD District Assessment Calendar 2016-2017

## Middle School Assessment Dates

Test Window	Enter By	Grade Level/Course	Assessment	Note
Aug 29 - Sep 9	Sep 9	6-8 Reading	STAR Reading	BOY Screener
		6-8 Math/Algebra I	STAR Math	BOY Screener
Sep 14 - Sep 15	Sep 29	6-8 ELA	CBA Writing	Revise & Edit and Composition
Oct 3 - Oct 7	Oct 14	6-7 Reading, 8 ELA	OER	Campus developed
Nov 1 - Nov 2	Nov 9	6-8 Reading	CBA Reading	Passages, Comprehension and OER
Tue Nov 15	Nov 17	6-8 Social Studies	CBA Social Studies	
Wed Nov 16	Nov 18	6-8 Math/Algebra I	CBA Math	
Thu Nov 17	Nov 28	6-8 Science	CBA Science	
Nov 28 - Dec 2	Dec 9	6-7 Reading, 8 ELA	OER	Campus developed
Jan 17 - Jan 27	Jan 27	6-7 Reading, 8 ELA	STAR Reading	MOY Screener
		6-8 Math/Algebra I	STAR Math	MOY Screener
Jan 24 - Jan 25	Feb 8	6-7 ELA	CBA Writing	Revise & Edit and Composition
Feb 7 - Feb 8	Feb 15	8 ELA	CBA Reading	Passages, Comprehension and OER
Thu Feb 16	Feb 18	8 Math	CBA Math	
Feb 28 - Mar 1	Mar 8	6-7 Reading	CBA Reading	Passages, Comprehension and OER
Thu Mar 2	Mar 6	6-8 Social Studies	CBA Social Studies	
Tue Mar 7	Mar 9	6-7 Math/Algebra I	CBA Math	
Wed Mar 8	Mar 10	6-8 Science	CBA Science	
Mar 6 - Apr 5		TELPAS window		
Mar 28 - Mar 29		STAAR 8 Math/Reading; 7 Writing		
Apr 3 - Apr 13	Apr 13	6-7 Reading, 8 ELA	STAR Reading	EOY Screener
		6-8 Math/Algebra I	STAR Math	EOY Screener
Apr 4 - Apr 5	Apr 19	8 ELA	CBA Writing	Revise & Edit and Composition
Apr 3 - Apr 21		STAAR Alt 2 window		
May 1		EOC Algebra I		
May 8 - May 11		STAAR 6,7 Math/Reading; 8 Science/Social Studies; 8 Math/Reading Retest		
Tue May 16	May 18	6-7 Social Studies	CBA Social Studies	
Thu May 18	May 22	6-7 Science	CBA Science	

2016-2017 Local Assessment Calendar  
Middle School

	M	T	W	Th	F
August	Aug 22	23	24	25	26
	29	30	31	Sep 1	2
6-8 Rtl Screener (Reading and Math)					
September	5	6	7	8	9
	6-8 Rtl Screener (Reading and Math)				
	12	13	14	15	16
	6-8 Writing CBA				
	19	20	21	22	23
26	27	28	29	30	
October	Oct 3	4	5	6	7
	6-8 OER (campus developed)				
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
31	Nov 1	2	3	4	
6-8 Reading CBA + OER					
November	7	8	9	10	11
	6-8 SocSt CBA		6-8 Math CBA	6-8 Science CBA	18
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	Dec 1	2
6-8 OER (campus developed)					
December	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
January	Jan 2	3	4	5	6
	9	10	11	12	13

	M	T	W	Th	F
January	Jan 16	17	18	19	20
	6-8 Rtl Screeners (R & M)				
	23	24	25	26	27
6-7 Writing CBA		6-8 Rtl Screeners (Reading and Math)			
February	30	31	Feb 1	2	3
	6	7	8	9	10
	8 Reading CBA + OER				
	13	14	15	8 Math CBA	17
	20	21	22	23	24
March	27	28	Mar 1	6-8 SocSt CBA	3
	6-7 Reading CBA + OER				
	6	6-7 Math CBA	6-8 Science CBA	9	10
	13	14	15	16	17
	20	21	22	23	24
27	28 STAAR	29 STAAR	30	31	
April	Apr 3	4	5	6	7
	8 Writing CBA		6-8 Rtl Screeners (Reading and Math)		
	10	11	12	13	14
	6-8 Rtl Screeners (Reading and Math)				
May	17	18	19	20	21
	24	25	26	27	28
	May 1 EOC	2	3	4	5
	8 STAAR	9 STAAR	10 STAAR	11 STAAR	12 STAAR
June	15	6-7 SocSt CBA	17	6-7 Science CBA	19
	22	23	24	25	26
	29	30	31	Jun 1	2
5	6	7	8	9	

# BISD District Assessment Calendar 2016-2017

## High School Assessment Dates

Test Window	Enter By	Grade Level/Course	Assessment	Note
Aug 29 - Sep 9	Sep 9	English I, English II Algebra I, Geometry	STAR Reading STAR Math	BOY Screener
Sep 14 - Sep 15	Sep 29	Eng II, Eng III	CBA Writing	Revise & Edit and Composition
Oct 3 - Oct 7	Oct 14	Eng I, Eng II, Eng III	OER	Campus developed
Wed Oct 19	Nov 2	Grade 9 / Eng I	CBA Writing	Revise & Edit and Composition
Wed Oct 19		PSAT		
Oct 17 - Oct 20		TAKS Retest		
Nov 1 - Nov 2	Nov 16	Eng I, Eng II, Eng III	CBA Reading	Passages, Comprehension and OER
Tue Nov 15	Nov 17	W Geog, W Hist, US Hist	CBA Social Studies	
Wed Nov 16	Nov 18	Alg I, Geom, Alg II	CBA Math	
Thu Nov 17	Nov 28	Bio, Chem, Physics	CBA Science	
Nov 28 - Dec 2	Dec 9	Eng I, Eng II, Eng III	OER	Campus developed
Dec 5 - Dec 9		EOC Testing		
Dec 13 - Dec 16		Semester Exams		
Jan 17 - Jan 27	Jan 27	English I, English II Algebra I, Geometry	STAR Reading STAR Math	MOY Screener
Jan 31 - Feb 1	Feb 8	Eng I, Eng II, Eng III	CBA Reading	Passages, Comprehension and OER
Feb 14 - Feb 15	Mar 1	Eng I, Eng II, Eng III	CBA Writing	Revise & Edit and Composition
Feb 15 - Apr 12		All AP Courses	AP Mock Exams	
Tue Mar 7	Mar 9	Alg I, Geom, Alg II	CBA Math	
Wed Mar 8	Mar 10	Bio, Chem, Physics	CBA Science	
Thu Mar 9	Mar 20	W Geog, W Hist, US Hist	CBA Social Studies	
Mar 6 - Mar 9		TAKS Retest		
Mar 6 - Apr 5		TELPAS window		
Mar 28, Mar 30		EOC English I, English II		
Apr 3 - Apr 21		STAAR Alt 2 window		
May 1 - May 3		EOC Algebra I, Biology, US History		
May 1 - May 12		AP Exams		
May 8 - May 19	May 19	English I, English II Algebra I, Geometry	STAR Reading STAR Math	EOY Screener EOY Screener
Tue May 16	May 18	Geom, Alg II	CBA Math	
Wed May 17	May 19	W Geog, W Hist	CBA Social Studies	
Thu May 18	May 22	Chem, Physics	CBA Science	
May 26 - Jun 1		Semester Exams		



	M	T	W	Th	F
August	Aug 22	23	24	25	26
	29	30	31	Sep 1	2
9-10 Rtl Screener (Reading and Math)					
September	5	6	7	8	9
	9-10 Rtl Screener (Reading and Math)				
	12	13	14	15	16
	E2,E3 Writing CBA				
	19	20	21	22	23
26	27	28	29	30	
October	Oct 3	4	5	6	7
	E1,E2,E3 OER (campus developed)				
	10	11	12	13	14
	17	18	19 PSAT	20	21
	E1 W CBA				
24	25	26	27	28	
November	31	Nov 1	2	3	4
	E1,E2,E3 R CBA + OER				
	7	8	9	10	11
	14	15	16	17	18
	SocSt CBA		Math CBA	Sci CBA	
21	22	23	24	25	
28	29	30	Dec 1	2	
E1,E2,E3 OER (campus developed)					
December	5 E1 EOC	6 EOC	7 E2 EOC	8 EOC	9
	12	13	14	15	16
	Semester Exams				
	19	20	21	22	23
	26	27	28	29	30
January	Jan 2	3	4	5	6
	9	10	11	12	13

	M	T	W	Th	F
January	Jan 16	17	18	19	20
	9-10 Rtl Screeners (R & M)				
	23	24	25	26	27
9-10 Rtl Screeners (Reading and Math)					
February	30	31	Feb 1	2	3
	E1,E2,E3 R CBA + OER				
	6	7	8	9	10
	13	14	15	16	17
	E1,E2,E3 Writing CBA				
20	21	22	23	24	
March	27	28	Mar 1	2	3
	6	7	8	9	10
	Math CBA		Sci CBA	SocSt CBA	
	13	14	15	16	17
	20	21	22	23	24
27	28 E1 EOC	29 EOC	30 E2 EOC	31	
April	Apr 3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	May 1 EOC	2 EOC	3 EOC	4	5
AP Testing					
8	9	10	11	12	
AP Testing					
May	9-10 Rtl Screeners (Reading and Math)				
	15	16	17	18	19
	Math CBA		SocSt CBA	Sci CBA	
	9-10 Rtl Screeners (Reading and Math)				
	22	23	24	25	26
Sem Exams					
June	29	30	31	Jun 1	2
	Semester Exams				
5	6	7	8	9	

**CTE/Coherence  
Sequence STAAR  
Performance**

**BIRDVILLE ISD 2016 CTE/Coherent Sequence STAAR Performance**

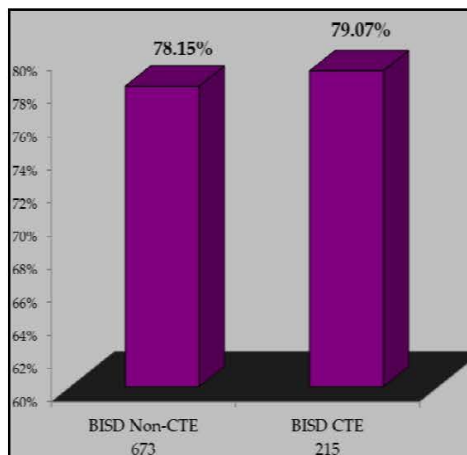


State of Texas Assessments  
of Academic Readiness

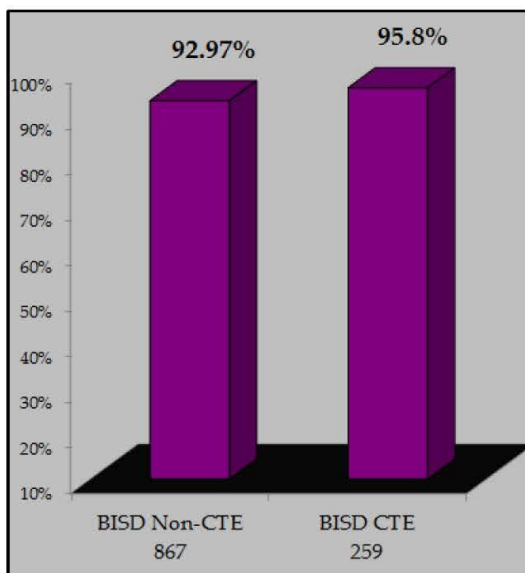


BIRDVILLE INDEPENDENT SCHOOL DISTRICT

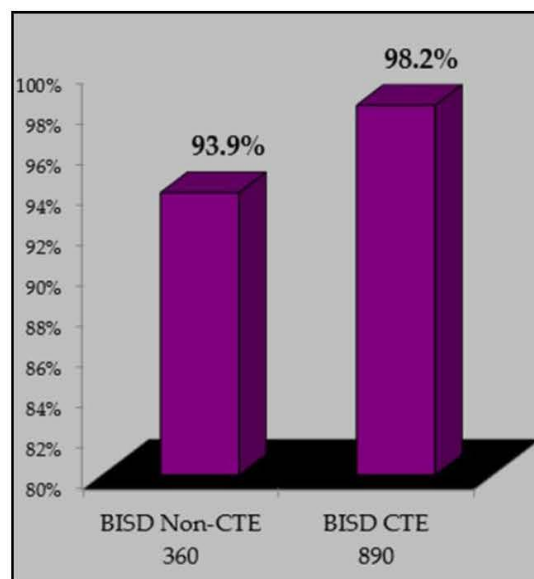
**Spring 2016 STAAR EOC Algebra I**



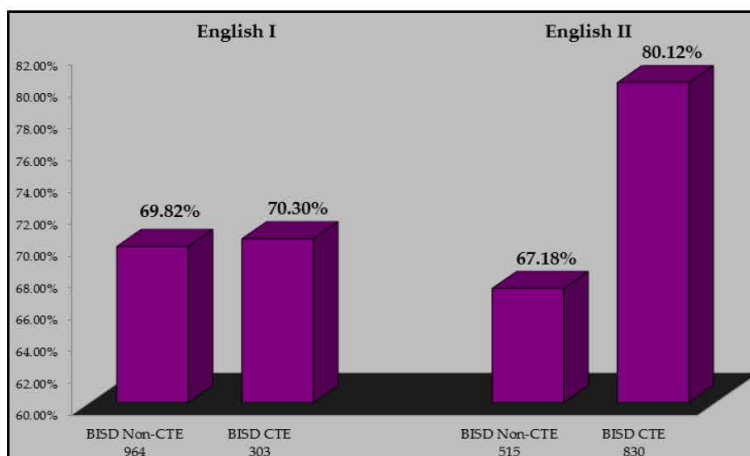
**Spring 2016 STAAR EOC Biology**



**Spring 2016 STAAR EOC U.S. History**



**Spring 2016 STAAR EOC English I & II**



# Program and Department Evaluation

CAREER AND TECHNOLOGY EDUCATION DEPARTMENT SURVEY  
AUGUST 2017

SCHOOL \_\_\_\_\_

PROGRAM AREA \_\_\_\_\_

As a stakeholder in the CTE department, your input is critical for CTE administrators to effectively address your program's needs. If your response is a 2 or lower, please give appropriate comments, so we can provide better quality service.

Check the response that most closely matches your reaction to the following statements. Feel free to comment on any items you wish.

4 = Strongly Agree 3 = Agree 2 = Disagree 1 = Strongly Disagree NA = Not Applicable

		4	3	2	1	NA	
1	CTE administration provides vision and direction for the curriculum goals of my program.						
2	The CTE department creates a team environment that promotes personal growth and the highest staff performance.						
3	Program concerns are viewed by CTE administration as important and responded to in a timely manner.						
4	CTE administration recognizes teacher contributions and accomplishments toward achieving department goals.						
5	CTE administration provides financial support for my program.						
6	CTE administration supports the acquisition and development of curriculum for my program.						
7	CTE administration provides technology, supplies, and equipment for my program.						
8	CTE administration provides adequate facilities for my program.						
9	CTE administration supports professional learning; conferences, training, etc.						
10	CTE administration supports student leadership organizations.						
11	CTE administration provides assistance in recruiting, guidance, and retaining students.						
12	The Career Liaison counselor is beneficial in providing awareness and assistance in recruiting, career testing, and guidance.						
13	Resources are provided in my school that assists career planning and TEKS requirements. (COIN, library, EXPLORE, PLAN, counselors).						
14	The district level coordination of CTE retired personnel attendance at ARD meetings is beneficial.						
15	The information gained from the Action Learning Team (ALT) sessions and district professional learning days have helped improve the quality of my program.						



School-to-Work  
Advisory  
Committee



Career and Technology Education Department

**TO:** Career and Technology Education Teachers

**FROM:** Linda Anderson

**DATE:** August 2016

**SUBJECT:** Career and Technology Education  
School-to-Work Coalition Members

Attached is a copy of the Career and Technology Education School-to-Work Coalition. Please look over the list and delete any of **YOUR** representatives who are no longer active and add any new members you wish to be on the coalition for the 2016-2017 school year.

**From:** \_\_\_\_\_  
Teacher

\_\_\_\_\_

School

\_\_\_\_\_

Program

New Member	Delete
Name _____ Position _____ Company Name/Business _____ Business Address _____ Zip Code _____ Business Phone _____	Name      
Name _____ Position _____ Company Name/Business _____ Business Address _____ Zip Code _____ Business Phone _____	Name      





Career and Technology Education Department

The key ingredient of school-to-work is the forging of partnerships among education (elementary, secondary, and post secondary), business and industry, government, parent, and community members. BISD has forged these partnerships through a school-to-work coalition of representatives who share in a vision of providing opportunities for students to learn about careers and business world expectations firsthand. BISD invites individuals who want to be involved in the School-to-Work initiative to join this coalition.

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Career and Technology Education Department

The key ingredient of school-to-work is the forging of partnerships among education (elementary, secondary, and post secondary), business and industry, government, parent, and community members. BISD has forged these partnerships through a school-to-work coalition of representatives who share in a vision of providing opportunities for students to learn about careers and business world expectations firsthand. BISD invites individuals who want to be involved in the School-to-Work initiative to join this coalition.

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# PEIMS Information



## Career and Technology Education

**TO:** CTE High School Teachers

**FROM:** Allison Vinson, CTE Coordinator

**DATE:** August 9, 2016

**SUBJECT:** **CTE PEIMS DOCUMENTATION**

The Texas Education Agency CTE division and PEIMS require school districts to document high school students' plans for enrollment in CTE. Your assistance in the administration of the CTE Enrollment Survey and Four Year Plan is critical to our district's level of state and federal funding and State Assessments.

Please discuss with your students the survey and the CTE courses they plan to take, and ask them to complete the survey indicating:

C= CTE courses the student is currently enrolled

X= CTE courses completed

P= CTE courses they plan to take before they graduate from high school

Additionally, ask your students to indicate on the four-year graduation plan their intent to enroll in CTE, and their educational and career goal.

Although we want a sincere response, inform your students this survey is not a commitment and they can change their plans at any time. The form will also be used to identify students who may be eligible to earn college credit for CTE courses taken in high school.

For your information, students that plan to earn at least three credits in CTE will meet documentation requirements for Birdville to receive additional funding.

Please return surveys to my office at the Birdville Center of Technology and Advanced Learning on or before **Monday, September 19.** Send surveys of new students, and those absent as you complete them.

# Birdville ISD Career and Technology Education

Revised 8/9/16

The Information you provide will assist the Birdville ISD in planning Career and Technology Education programs and help to identify students who may be eligible to earn college credits for CTE courses completed in high school. Your response is not a commitment to future courses and you may change your plan as needed.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Date \_\_\_\_\_ Student ID# \_\_\_\_\_  
 Present CTE Course \_\_\_\_\_ Present CTE Teacher \_\_\_\_\_ Period \_\_\_\_\_ Grade \_\_\_\_\_

Circle Home Campus: **BHS** **HHS** **RHS** **SHS**

Fill in the graduation plan below with the CTE courses you have completed and the courses you plan to take.

<b>9th</b>	English I/Pre-AP English I EOC	Algebra I/Pre-AP Algebra I EOC	#World Geography/Pre-AP W. Geography or Endorsement Course/Elective	Biology/Pre-AP Biology EOC	*Language Other Than English I	*Physical Education	*Endorsement Course/Elective
<b>10th</b>	English II/Pre-AP English II EOC	Geometry/Pre-AP Geometry	#World History/Pre-AP W. History or Endorsement Course/Elective	Chemistry/Pre-AP or Advanced Science	*Language Other Than English II	*Health/Professional Communications	*Endorsement Course/Elective
<b>11th</b>	English III/AP English III	Algebra II or Advanced Math	U.S. History/AP U.S. History	Physics/AP or Advanced Science	*Technology or 1/2 Technology/Elective	*Fine Arts	*Endorsement Course/Elective
<b>12th</b>	English IV/AP English IV/ Dual Credit	Advanced Math	Gov't Economics/AP Gov't Economics	Advanced Science	*Endorsement Course/Elective	*Endorsement Course/Elective	*Endorsement Course/Elective

Educational Goals after High School: (circle one) Military Workforce Community College 4-Year College

Career Goals: \_\_\_\_\_

- ⇒ Place a **C** next to CTE Courses you are currently taking
- ⇒ Place an **X** next to each CTE course you have completed

- ⇒ Place a **P** next to each CTE course you plan to take before you graduate
- ⇒ Add the total number of CTE credits you will have earned by your senior year.

Public Services	
<b>Education and Training</b>	
Instructional Practice in Education and Training	2
Practicum in Education and Training (2 Credits)	2
Practicum in Education and Training II	2-3
Principles of Education and Training	1
Human Growth and Development	1
<b>Health Science</b>	
Principles of Health Science (Meets Health Graduation Requirement)	1/2
Medical Terminology	1/2
Principles of Health Science (Meets Health Graduation Requirement)	1/2
Health Science (Clinical Rotation) (Meets Health Grad Requirement)	2
Practicum in Health Science II (Clinical Rotation II)	2
HST Problems & Solutions	1
Pharmacy Technician Clinical Rotation	3
Practicum in Health Science - Pharmacy Technician	2
Practicum in Health Science- EMT	2
Anatomy and Physiology/Honors (Science Credit)	1
Anatomy and Physiology/Honors (Science Credit)	1
Medical Microbiology (Science Credit)	1/2-1
Pathophysiology (Science Credit)	1/2-1
Sports Medicine I (Principles of Health Science) Meets Health Graduation Requirement	1
Sports Medicine II (Health Science) Meets Health Graduation Requirement	1
Sports Medicine III (Practicum in Health Science)	2

Human Services	
Principles of Human Services	1
Cosmetology I	3
Cosmetology II	3
Child Development	1/2
Child Development	1
Lifetime Nutrition and Wellness (Meets Health Graduation Requirement)	1/2
Dollars and Sense	1/2
Counseling & Mental Health	1
Parenting Education School Age Parents I	1
Parenting Education School Age Parents II	1
<b>Law, Public Safety, Corrections, and Security</b>	
Principles of Law, Public Safety, Corrections & Security BLOCK	1
Court Systems and Practices BLOCK	1
Law Enforcement I BLOCK	1
Law Enforcement II	2
Practicum in Law, Public Safety, Corrections & Security	2
Forensic Science	1
Forensic Science BLK (Recommended for 12 grade)	1
Firefighter	
JROTC	

\*Meets technology requirements for graduation

Total \_\_\_\_\_

<b>Business &amp; Industry</b>	
<b>Agricultural Food and Natural Resources</b>	
Principles of Agriculture, Food, and Natural Resources	1
Wildlife, Fisheries & Ecology Management	1
Advanced Animal Science (Science Credit)	1
Advanced Animal Science BLK (Science Credit)	1
Veterinarian Technician	1
Livestock Production BLK	1
Equine Science	1
Principles and Elements of Floral Design (Fine Arts Credit)	1
Principles and Elements of Floral Design BLK (Fine Arts Credit)	1
Horticulture Science I BLK	1
Advanced Plant & Soil Science (Science Credit)	1
<b>Architecture and Construction</b>	
Civil Engineering Architecture	1
Construction Technology	2
Advanced Construction Technology (Construction Tech II)	2-3
Practicum in Construction Management I (Construction Tech III)	2-3
Practicum in Construction Management II (Construction Tech IV)	2-3
Interior Design	1
Advanced Interior Design	1
<b>Transportation, Distribution &amp; Logistics</b>	
Energy, Power, & Transportation Systems (Trans/Auto Services)	1
Automotive Technology	2
Advanced Automotive Technology	3
Practicum in Transportation, Distribution & Logistics	3
Aircraft Technology	3
Advanced Aircraft Technology	3
<b>Manufacturing</b>	
Principles of Manufacturing *	1
<b>Arts, Audio Visual Technology and Communication</b>	
Graphic Design & Illustration *	1
Advanced Graphic Design & Illustration *	1
Animation *	1
Fashion Design	1
Fashion Design II Problems & Solutions	1
Practicum Fashion Design	3
Practicum Fashion Design II	3
Advanced Animation *	2
Audio Video Production *	2
Advanced Audio Production *	2
Practicum Audio Production *	2
Practicum Audio Production II	2
Advanced Video Production *	2
Practicum Video Production *	2
Journalism (Principles Arts AV & Communications) *	1
Photojournalism (Commercial Photography) *	1
Adv Yearbook I (Graphic Design & Illustration) *	1
Adv Yearbook II (Advanced Graphic Design & Illustration) *	1
Adv Yearbook III (Practicum Graphic Design & Illustration)	1
Adv Newspaper I (Graphic Design & Illustration) *	1
Adv Newspaper II (Advanced Graphic Design & Illustration) *	1
Adv Newspaper III (Practicum Graphic Design & Illustration)	1
Professional Communications (Speech Credit)	1/2
<b>Hospitality and Tourism</b>	
Culinary Arts	2
Practicum in Culinary Arts	2
Hotel Management BLOCK	1
Restaurant Management BLOCK	1
Travel and Tourism Management	2
Practicum in Hospitality & Tourism	2
Food Science (Science Credit)	1
<b>Business Management and Administration</b>	
Principles of Business, Marketing and Finance	1/2
Practicum in Business Management *	3
Practicum in Business Management II *	3
Business Law	1
Business English	1
Business Information Management I *	1
ATC Business Information Management I *	1
Business Information Management II *	1
ATC Business Information Management II *	1

<b>Finance</b>	
Statistics and Risk Management (Mathematics Credit)	1
Principles of Business, Marketing, and Finance	1/2
Accounting I	1
Accounting II	1
Accounting I / Banking and Financial Services BLK	2
Accounting I / Accounting II BLK	2
<b>Marketing</b>	
Principles of Business, Marketing and Finance	1/2
Marketing Dynamics	3
Practicum in Marketing Dynamics	3
Entrepreneurship	1
Fashion Merchandising & Marketing	1
Sports & Entertainment Marketing	1
Advertising and Sales Promotion	1
<b>Information Technology</b>	
Principles of Information Technology *	1/2
Digital and Interactive Media *	1
ATC Digital and Interactive Media *	1
Web Technologies *	1
Computer Programming *	1
Computer Programming and Game Design *	2
Video Game Design II BLK	1
Video Game Design III BLK	1
CISCO Networking I *	2
CISCO Networking II *	2
Computer Maintenance *	2
Computer Technician *	2

Total \_\_\_\_\_

<b>STEM (Science, Technology, Engineering and Mathematics)</b>	
<b>Science, Engineering &amp; Technology</b>	
Engineering Mathematics (Mathematics Credit)	1
Robotics 2HR *	2
Robotics 1HR *	1
Robotics II	1
Introduction to Engineering Design (PLTW) *	1
Principles of Engineering (PLTW) * (Science Credit)	1
Digital Electronics (PLTW) * (Mathematics Credit)	1
Computer Science and Software Engineering (PLTW)	1
Aerospace Engineering (PLTW) *	1
Rocket Engineering (Science Credit-Scientific Research & Design)	1
Rocket Engineering BLK (Science Credit-Scientific Research & Design)	1
Rocket Engineering II BLK (Science Credit-Engineering Design & Problem Solving)	1
Rocket Engineering III (Scientific Research & Design II)	1
Principles of Technology BLK (Physics Alternative)	1
Principles of Technology (Physics Alternative)	1
*Civil Engineering Architecture	1
*Computer Integrated Manufacturing	1

Total \_\_\_\_\_

<b>Middle Schools</b>	
Business Information Management *	1
Principles of Manufacturing *	1/2-1
Principles of Information Technology *	1/2-1
Principles of AV Technology and Communications *	1/2-1
Gateway to Technology 1 Design, Modeling, and Automation *	1/2
Gateway to Technology 2 Applied Science and Technology *	1/2
Gateway to Technology 3 Energy, Environment and Flight *	1/2
Gateway to Technology 4 Architecture & Bio Medical *	1/2
Principles of Human Services	1/2-1
Principles of Hospitality and Tourism	1/2-1
Principles of Business, Marketing & Finance	1/2-1
Touch System Data Entry	1/2-1

Total \_\_\_\_\_

<b>Office Use Only</b>	
_____	1. CTE Elective (1/2-1)
_____	2. Coherent sequence (2 or more CTE courses for 3 or more credits.)

Birdville ISD CTE Report  
2015-2016 1st Six Weeks Contact Hours

Teacher	BISD Code	#Classes	Enroll- ment	Conta- Hours	Total Con. Hrs.	FTEs	Total FTE's	CTE \$ Generated
		<b>Haltom High School</b>						
Lejarzar	X24810/X24910 X20600	2-Marketing Dynamics/Practicum 1-Accounting	52 17	3 1	156 17	26.0 2.8	28.8 \$	214,827.08
Porter	X04900	6-Anatomy & Physiology	161	1	161	26.8	26.8 \$	199,925.78
Choate	X23900 X26450	2-Medical Terminology 1-Principles of Health Science	55 30	1 1	55 30	9.2 5.0	14.2 \$	105,550.88
Sturgell	X03800	6-Food Science	151	1	151	25.2	25.2 \$	187,508.03
McLean, Lucille	X26720	1-Sports Medicine I	17	1	17	2.8	2.8 \$	21,110.18
McLean, Thoma	X26720 X26730	1-Sports Medicine I 2-Sports Medicine II	20 13	1 1	20 13	3.3 2.2	5.5 \$	40,978.58
Stewart	X28500/X28600 X09900	5-Graphic Design/Adv Graphic Design 1-Principles Information Technology	115 27	1 1	115 27	19.2 4.5	23.7 \$	176,332.05
Caruthers	X28500 X24600	3-Graphic Design 1-Sports Marketing	67 14	1 1	67 14	11.2 2.3	13.5 \$	100,583.78
Heckathorn	X25300/X25400	6-Business Information Management I/II	147	1	147	24.5	24.5 \$	182,540.93
Tucker	X28700/X28810 X24400	2-Animation/Adv Animation 1-Dollars & Sense	51 16	1 1	51 16	8.5 2.7	11.2 \$	83,198.93
Wright	S18603 X28400	4- Professional Communications 1-DIM	90 22	1 1	90 22	15.0 3.7	18.7 \$	139,078.80
Cox	X18700/X18701 X04200 X04100/X04000	2-Fashion Design/P & S 3-Child Development 1-Parent Ed. School Aged Parents	32 55 9	1 1 1	32 55 9	5.3 9.2 1.5	16.0 \$	119,210.40
Ethridge	X24000 X24400 X03900 X04300	2-Counseling & Mental Health 2-Entrepreneurship 1-Nutrition & Wellness 1-Principles of Human Services	29 44 18 21	1 1 1 1	29 44 18 21	4.8 7.3 3.0 3.5	18.7 \$	139,078.80



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Worley	X04775	2-Introduction to Engineering Design	40	1	40	6.7	
	X04600	2-Architectural Design	28	1	28	4.7	
	X09900	2-Principles of Information Technology	52	1	52	8.7	20.0 \$ 149,013.00
Copela	X04700	4-Engineering Mathematics	101	1	101	16.8	
	X00100	2-Comp Science Engineering	25	1	25	4.2	21.0 \$ 156,463.65
Arnold	S12800	1-Journalism	22	1	22	3.7	
	S12900	1-Yearbook I	13	1	13	2.2	
	S13000	1-Yearbook II & III	7	1	7	1.2	
	S13500	2-Photojournalism	59	1	59	9.8	
	X03430	1-Professional Communications	33	1	33	5.5	22.3 \$ 166,397.85
English	X03430	4-Professional Communications	118	1	118	19.7	19.7 \$ 146,529.45
Munoz	X03430	1-Professional Communications	10	1	10	1.7	1.7 \$ 12,417.75
Gage	X03430	6-Professional Communications	146	1	146	24.3	24.3 \$ 181,299.15
Faram	X28110/X28200	2-Computer Maintenance/Technician	4	2	8	1.3	
	X20620	1-Accounting BLK	3	2	6	1.0	2.3 \$ 17,384.85
Valenta, C	X25611	1-Practicum Business Management	11	3	33	5.5	
	X25910	2-CISCO / CISCO II	13	2	26	4.3	
	X25915/X25925	2-Adv. CISCO/Pro & Sol	0	1	0	0.0	9.8 \$ 73,264.73
Hildebrand	X07600	3-Computer Prog & Gaming	18	2	36	6.0	
	X07700	3-Game Design II BLK	2	2	4	0.7	6.7 \$ 49,671.00
Pitner	X05200	2-Principles of Technology	13	1	13	2.2	
	X04760	1-Robotics	6	1	6	1.0	
	X04750	1-Robotics 2HR	5	2	10	1.7	
	X04795	1-Digital Electronics	13	1	13	2.2	7.0 \$ 52,154.55
Barrett	X05200	1-Principles of Technology	5	1	5	0.8	
	X04701	1-Engineering Math	1	1	1	0.2	
	X04705/X04730	1-Rocket Engineering I/III	17	1	17	2.8	
	X04710	1-Rocket Engineering BLK	2	2	4	0.7	4.5 \$ 33,527.93

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Bywater	X04785	2-Principles of Engineering	10	1	10	1.7	
	X04810	2-Aerospace Engineering	11	1	11	1.8	
	X05250	1-Principles of Technology BLK	8	2	16	2.7	6.2 \$ 45,945.68
Harrison	X02600	1- Pro & Sol	0	1	0	0.0	
	X02000	3-Forensic Science	25	1	25	4.2	
	X27901	1-Medical Micro Bio	6	1	6	1.0	
	X02050	1-Forensic Blk.	6	2	12	2.0	7.2 \$ 53,396.33
Hernandez	X25200	2-Prin Law BLK	26	2	52	8.7	
	X02250	1-Law Enforcement I	4	1	4	0.7	
	X25100	1-Court Systems	4	1	4	0.7	
	X02300/X02100	1- Law Enforcement II/Prac Law Safety	5	2	10	1.7	11.7 \$ 86,924.25
Benton	X06710/720/730	3-Construction Technology I,II,III	18	2	36	6.0	6.0 \$ 44,703.90
Rocker	X06710/720/730	3-Construction Tech I,II,III	22	2	44	7.3	7.3 \$ 54,638.10
Harrington	X19100	2-Automotive Technician I	9	2	18	3.0	
	X19200	1-Automotive Technician II, III	2	3	6	1.0	4.0 \$ 29,802.60
Hackfeld	X19100	2-Automotive Technician I	22	2	44	7.3	
	X19200/X19250	1-Automotive Technician II, III	5	3	15	2.5	9.8 \$ 73,264.73
Sanders	X19000	1-Energy Power Transportation	4	1	4	0.7	0.7 \$ 4,967.10
McLemore	X13700	1-Cosmetology I	3	3	9	1.5	
	X26600	1-Cosmetology II	5	3	15	2.5	4.0 \$ 29,802.60
Covington	X13700	1-Cosmetology I	7	3	21	3.5	
	X26600	1-Cosmetology II	7	3	21	3.5	7.0 \$ 52,154.55
Greco	X25070/X25080	1-Hotel Restaurant Management	6	2	12	2.0	
	X02600	5-Problems & Solutions	0	1	0	0.0	
	X25090	1-Practicum Hospitality & Tourism	0	2	0	0.0	
	X25050/X25060	1-Travel & Tourism I & II	3	2	6	1.0	3.0 \$ 22,351.95
Gentry/Wesley	X02600/X02700	1-Problems & Solutions	1	1	1	0.2	
	X03510/X03501	2-Culinary Arts	22	2	44	7.3	
	X03501	2-Practicum Culinary Arts	8	2	16	2.7	10.2 \$ 75,748.28

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Kasal	A03400	1-Audio Video Production	1	0	0	0.0	
	X03400	2-Audio Video Production	26	2	52	8.7	
	X03450/X03470	1-Adv/Pra Audio Video Production	2	2	4	0.7	9.3 \$ 69,539.40
Upchurch	X03400	2-Audio Video Production	13	2	26	4.3	
	X03300/X03350	1-Adv/Pra Audio Video Production	6	2	12	2.0	6.3 \$ 47,187.45
Allen	X26900	1 EMT	6	2	12	2.0	
	X04901	4-Anatomy & Physiology	16	1	16	2.7	4.7 \$ 34,769.70
Azzopardi	X26510	3-Health Science CR	16	2	32	5.3	5.3 \$ 39,736.80
	X26510	3-Health Science CR	5	2	10	1.7	1.7 \$ 12,417.75
Leon	A27950	1-Pharmacology	1	0	0	0.0	
	X26700	1-Pharm Tech CR	0	3	0	0.0	
	X27950	2-Cert Pharmacy Tech	17	2	34	5.7	5.7 \$ 42,220.35
Livingston	X26451	1-Medical Terminology	7	1	7	1.2	
	X26510	1-Clinical Rotations	11	2	22	3.7	4.8 \$ 36,011.48
Daniel	X26451	2-Principles of Health Science	16	1	16	2.7	2.7 \$ 19,868.40
Kallas	X04400	2-Principles Education & Training/Pro & Sol	15	1	15	2.5	
	X04150/X04180	2-Education & Training/ Practicum Edu.	5	2	10	1.7	4.2 \$ 31,044.38
Stevens	X04150/X04180	2-Education & Training / Practicum Edu.	7	2	14	2.3	
	X04500/X02600	1-Human Growth & Dev. / Problems & Sol.	8	1	8	1.3	3.7 \$ 27,319.05
Dukes	X06020/X02600	3-Floral Design/ Pro & Sol	19	1	19	3.2	
	X05920	1-Floral Design BLK	4	2	8	1.3	4.5 \$ 33,527.93
Lopez	X05925	1-Animal Science BLK	1	2	2	0.3	
	X05920	1-Animal Science	0	1	0	0.0	
	X06050	1-Principles of Agriculture	13	1	13	2.2	
	X05150	1-Vet Tech	10	1	10	1.7	4.2 \$ 31,044.38

Birdville ISD CTE Report  
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Clifton	X05920	2-Animal Science	8	1	8	1.3	
	X05930	1-Livestock BLK	9	2	18	3.0	
	X06300	1-Wildlife Fsh Eco	7	1	7	1.2	5.5 \$ 40,978.58
HHS Subtotal Student Count			2538.0		3050.0	Sub-total	508.3 \$ 3,787,413.75
<b>Richland High School</b>							
Greco	X24800/24910	1-Marketing Dynamics/Practicum	17	3	51	8.5	
	X02600	1-Entrepreneurship	29	1	29	4.8	13.3 \$ 99,342.00
Pereira	X25300/X25400	2 BIM I & II	56	1	56	9.3	9.3 \$ 69,539.40
Broxterman	X23900/X26730	1-Medical Terminology/Sports Medicine I	19	1	19	3.2	3.2 \$ 23,593.73
West	X26700/X26730	Sports Medicine I/II	14	1	14	2.3	2.3 \$ 17,384.85
Mann	X04900	3-Anatomy and Physiology-Honors	80	1	80	13.3	13.3 \$ 99,342.00
Barrett	X25300	4-Principles of Information Technology	85	1	85	14.2	14.2 \$ 105,550.88
Sorenson	X28400	3-Digital & Interactive Media	67	1	67	11.2	
	X25900	1-Web Technologies	2	1	2	0.3	11.5 \$ 85,682.48
Strickland	X28500	2-Graphic Design	45	1	45	7.5	
	X28700	2-Animation	45	1	45	7.5	15.0 \$ 111,759.75
Hager	X28400	6-Digital & Interactive Media	119	1	119	19.8	
	A28410	1-Digital & Interactive Media	1	0	0	0.0	19.8 \$ 147,771.23
Bradshaw	X03430	4-Professional Communications	109	1	109	18.2	18.2 \$ 135,353.48
Johnson	X03430	3-Professional Communications	76	1	76	12.7	12.7 \$ 94,374.90
Schilling	S12900/S13000/S13100	1-Yearbook I, II, III	27	1	27	4.5	
	X03430	3-Professional Communications	102	1	102	17.0	
	S13500	1-Photojournalism	26	1	26	4.3	25.8 \$ 192,475.13
Harris	X00100	1-Comp Science Engineering	14	1	14	2.3	

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	X04600	1-Architectural Design	8	1	8	1.3	
	X04775	2- Intro Eng Design	41	1	41	6.8	
	X07500	1-Comp Pro	14	1	14	2.3	12.8 \$ 95,616.68
Taylor	X04200	3-Child Development	69	1	69	11.5	
	X04000/X04100	1-Parent Ed. School Aged Parents	6	1	6	1.0	
	X18700/X18701	1-Fashion Design I/II	21	1	21	3.5	16.0 \$ 119,210.40
Lundy	X03800	6-Food Science	172	1	172	28.7	28.7 \$ 213,585.30
Faram	X28110/X28200	2-Computer Maintenance/Technician	15	2	30	5.0	
	X20620	1-Accounting BLK	4	2	8	1.3	6.3 \$ 47,187.45
Valenta, C	X25611	1-Practicum Business Management	0	3	0	0.0	
	X25910	2-CISCO / CISCO II	12	2	24	4.0	
	X25915/X25925	2-Adv. CISCO/Pro & Sol	1	1	1	0.2	4.2 \$ 31,044.38
Hildebrand	X07600	3-Computer Prog & Gaming	28	2	56	9.3	
	X07700	3-Game Design II BLK	1	2	2	0.3	9.7 \$ 72,022.95
Pitner	X05200	2-Principles of Technology	22	1	22	3.7	
	X04760	1-Robotics	6	1	6	1.0	
	A04760	1-Robotics	1	0	0	0.0	
	X04780	1-Robotics Prac	3	2	6	1.0	
	X04795	1-Digital Electronics	3	1	3	0.5	6.2 \$ 45,945.68
Barrett	X05200	1-Principles of Technology	6	1	6	1.0	
	X04701	1-Engineering Math	6	1	6	1.0	
	X04705/X04730	1-Rocket Engineering I/III	6	1	6	1.0	
	X04710	1-Rocket Engineering BLK	1	2	2	0.3	3.3 \$ 24,835.50
Bywater	A04810	1-Aerospace Engineering	1	0	0	0.0	
	X04785	2-Principles of Engineering	10	1	10	1.7	
	X04810	2-Aerospace Engineering	13	1	13	2.2	
	X05250	1-Principles of Technology BLK	3	2	6	1.0	4.8 \$ 36,011.48
Harrison	X02600	1- Pro & Sol	0	1	0	0.0	
	X02000	3-Forensic Science	29	1	29	4.8	
	X27901	1-Medical Micro Bio	10	1	10	1.7	
	X02050	1-Forensic Blk.	8	2	16	2.7	9.2 \$ 68,297.63

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Hernandez	X25200	2-Prin Law BLK	5	2	10	1.7	
	X02250	1-Law Enforcement I	11	1	11	1.8	
	X25100	1-Court Systems	15	1	15	2.5	
	X02300/X02100	1- Law Enforcment II/Prac Law Safety	6	2	12	2.0	8.0 \$ 59,605.20
Benton	X06710/720/730	3-Construction Technology I,II,III	11	2	22	3.7	3.7 \$ 27,319.05
Rocker	X06710/720/730	3-Construction Tech I,II,III	10	2	20	3.3	3.3 \$ 24,835.50
Harrington	X19100	2-Automotive Technician I	9	2	18	3.0	
	X19200	1-Automotive Technician II, III	2	3	6	1.0	4.0 \$ 29,224.80
Hackfeld	X19100	2-Automotive Technician I	6	2	12	2.0	
	X19200/X19250	1-Automotive Technician II, III	3	3	9	1.5	3.5 \$ 26,077.28
Sanders	X19000	1-Energy Power Transportation	3	1	3	0.5	0.5 \$ 3,725.33
McLemore	X13700	1-Cosmetology I	4	3	12	2.0	
	X26600	1-Cosmetology II	3	3	9	1.5	3.5 \$ 26,077.28
Covington	X13700	1-Cosmetology I	0	3	0	0.0	
	X26600	1-Cosmetology II	3	3	9	1.5	1.5 \$ 11,175.98
Greco	X25070/X25080	1-Hotel Restaurant Management	0	2	0	0.0	
	X24811	1-Marketing Dynamics BC/TAL	1	3	3	0.5	
	X25090	1-Practicum Hospitality & Tourism	2	2	4	0.7	
	X25050/X25060	1-Travel & Tourism I & II	6	2	12	2.0	3.2 \$ 23,593.73
Gentry/Wesley	X02600/X02700	1-Problems & Solutions	1	1	1	0.2	
	X03510/X03501	2-Culinary Arts	15	2	30	5.0	
	X03501	2-Practicum Culinary Arts	9	2	18	3.0	8.2 \$ 60,846.98
Kasal	A03400	1-Audio Video Production	0	0	0	0.0	
	X03400	2-Audio Video Production	7	2	14	2.3	
	X03450/X03470	1-Adv/Pra Audio Video Production	1	2	2	0.3	2.7 \$ 19,868.40
Upchurch	X03400	2-Audio Video Production	17	2	34	5.7	
	X03300/X03350	1-Adv/Pra Audio Video Production	7	2	14	2.3	8.0 \$ 58,449.60

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Allen	X26900 X04901	1 EMT 4-Anatomy & Physiology	6 12	2 1	12 12	2.0 2.0	4.0 \$	29,802.60
Azzopardi	X26510 A26510	3-Health Science CR 2-Health Science CR	11 2	2 0	22 0	3.7 0.0	3.7 \$	27,319.05
Seftord	X26510 A26510	3-Health Science CR 2-Health Science CR	15 1	2 0	30 0	5.0 0.0	5.0 \$	37,253.25
Leon	A27950 X26700 X27950	1-Pharmacology 1-Pharm Tech CR 2-Cert Pharmacy Tech	0 4 6	0 3 2	0 12 12	0.0 2.0 2.0	4.0 \$	29,802.60
Livingston	X26451 X26510	1-Medical Terminology 1-Clinical Rotations	9 0	1 2	9 0	1.5 0.0	1.5 \$	11,175.98
Daniel	X26451	2-Principles of Health Science	9	1	9	1.5	1.5 \$	11,175.98
Kallas	X04400 X04150/X04180	2-Principles Education & Training/Pro & Sol 2-Education & Training/ Practicum Edu.	13 0	1 2	13 0	2.2 0.0	2.2 \$	16,143.08
Stevens	X04150/X04180 X04500/X02600	2-Education & Training / Practicum Edu. 1-Human Growth & Dev. / Problems & Sol.	20 17	2 1	40 17	6.7 2.8	9.5 \$	70,781.18
Dukes	X06020/X02600 X05920	3-Floral Design/ Pro & Sol 1-Floral Design BLK	34 4	1 2	34 8	5.7 1.3	7.0 \$	52,154.55
Lopez	X05925 X05920 X06050 X05150	1-Animal Science BLK 1-Animal Science 1-Principles of Agriculture 1-Vet Tech	1 1 9 5	2 1 1 1	2 1 9 5	0.3 0.2 1.5 0.8	2.8 \$	21,110.18
Clifton	X05920 X05930 X06300	2-Animal Science 1-Livestock BLK 1-Wildlife Fsh Eco	17 8 2	1 2 1	17 16 2	2.8 2.7 0.3	5.8 \$	43,462.13
<b>RHS Subtotal Student Count</b>			<b>1816.0</b>		<b>2141.0</b>	<b>Sub- total</b>	<b>356.8 \$</b>	<b>2,658,640.28</b>

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<b>Birdville High School</b>									
Anderson	X24810	1-Marketing Dynamics/Practicum	23	3	69	11.5			
	X24410	1-Entrepreneurship	46	1	46	7.7			
	X09150	1-Fashion Marketing	20	1	20	3.3			
	X26105	1-Problems & Solutions	2	1	2	0.3	22.8 \$		170,123.18
Shipman	X24810	1-Marketing Dynamics/Practicum	27	3	81	13.5			
	X24600	2-Sport & Entertainment Mktg	34	1	34	5.7			
	X24700 / X26105	1-Principles Business Marketing & Finance	21	1	21	3.5	22.7 \$		168,881.40
Blankenship	X25310/X25410	4-Business Information Management I/II	108	1	108	18.0			
	X09900	1-Prin of Inf Tech	21	1	21	3.5	21.5 \$		160,188.98
Griffith	X09900	1-Prin of Inf Tech	27	1	27	4.5			
	X25310	3-Business Information Management	78	1	78	13.0	17.5 \$		130,386.38
Gomez	X03430	5-Professional Communications	171	1	171	28.5	28.5 \$		212,343.53
Holman	X03430	2-Professional Communications	68	1	68	11.3	11.3 \$		84,440.70
Moffitt	S12800	1-Journalism	14	1	14	2.3			
	S12900/S13000	1-Yearbook I/II/III	17	1	17	2.8			
	S13200/S13300	1-Newspaper I/II/III	3	1	3	0.5			
	S13500	3-Photojournalism	45	1	45	7.5	13.2 \$		98,100.23
Franklin	X28500/X28600	3-Graphic Design & Illustration	52	1	52	8.7			
	X04600	1-Arch Design	24	1	24	4.0			
	A04775	1-Intro to Engineering Design	1	0	0	0.0			
	X04775	2-Intro to Engineering Design	44	1	44	7.3	20.0 \$		149,013.00
Medford	X00100	1-Comp Science Engineering	23	1	23	3.8			
	X28700	3-Animation	55	1	55	9.2	13.0 \$		96,858.45
Bauer	X26450	1-Prin of Hlth Sci	33	1	33	5.5	5.5 \$		40,978.58
Stafford	X26720	1-Sports Medicine	25	1	25	4.2	4.2 \$		31,044.38
Naehrutz	X04100/X04000	1-Parenting Education	2	1	2	0.3			
	A24000	1-Counseling Mental Health	1	0	0	0.0			
	X24000	1-Counseling Mental Health	28	1	28	4.7			



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X18700/X18701	2-Fashion Design I/II	29	1	29	4.8	
A04200	1-Child Development	1	0	0	0.0	
X04200	1-Child Development	53	1	53	8.8	18.7 \$ 139,078.80
White						
X09200/X09300	1-Interior Design	11	1	11	1.8	
A03800	1-Food Science	1	0	0	0.0	
X03800	5-Food Science	141	1	141	23.5	25.3 \$ 188,749.80
Faram						
X28110/X28200	2-Computer Maintenance/Technician	15	2	30	5.0	
X20620	1-Accounting BLK	8	2	16	2.7	7.7 \$ 57,121.65
Valenta, C						
X25611	1-Practicum Business Management	2	3	6	1.0	
X25910	2-CISCO / CISCO II	20	2	40	6.7	
X25915/X25925	2-Adv. CISCO/Pro & Sol/DIM	3	1	3	0.5	8.2 \$ 60,846.98
Hildebrand						
X07600	3-Computer Prog & Gaming	32	2	64	10.7	
X07700	3-Game Design II BLK	2	2	4	0.7	11.3 \$ 84,440.70
Pitner						
X05200	2-Principles of Technology	9	1	9	1.5	
X04760/X04770	1-Robotics I/II	20	1	20	3.3	
X04760	1-Robotics 2HR	2	0	0	0.0	
X04780	1-Robotics Prac	0	2	0	0.0	
X04795	1-Digital Electronics	12	1	12	2.0	6.8 \$ 50,912.78
Barrett						
X05200	1-Principles of Technology	10	1	10	1.7	
A04700	1-Engineering Math	2	0	0	0.0	
X04701	1-Engineering Math	5	1	5	0.8	
X04705/X04730	1-Rocket Engineering I/III	7	1	7	1.2	
X04710	1-Rocket Engineering BLK	0	2	0	0.0	3.7 \$ 27,319.05
Bywater						
A04810	1-Aerospace Engineering	1	0	0	0.0	
X04785	2-Principles of Engineering	19	1	19	3.2	
X04810	2-Aerospace Engineering	21	1	21	3.5	
X05250	1-Principles of Technology BLK	7	2	14	2.3	9.0 \$ 67,055.85
Harrison						
A02000	1- Forensic Science	1	0	0	0.0	
X02000	3-Forensic Science	15	1	15	2.5	
X27901	1-Medical Micro Bio	12	1	12	2.0	
X02050	1-Forensic Blk.	7	2	14	2.3	6.8 \$ 50,912.78

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Hernandez	X25200	2-Prin Law BLK	3	2	6	1.0	
	X02250	1-Law Enforcement I	17	1	17	2.8	
	X25100	1-Court Systems	11	1	11	1.8	
	X02300/X02100	1- Law Enforcement II/Prac Law Safety	2	2	4	0.7	6.3 \$ 47,187.45
Benton	X06710/720/730	3-Construction Technology I,II,III	17	2	34	5.7	5.7 \$ 42,220.35
Rocker	X06710/720/730	3-Construction Tech I,II,III	8	2	16	2.7	2.7 \$ 19,868.40
Harrington	X19100	2-Automotive Technician I	13	2	26	4.3	
	X19200	1-Automotive Technician II, III	4	3	12	2.0	6.3 \$ 47,187.45
Hackfeld	X19100	2-Automotive Technician I	7	2	14	2.3	
	X19200/X19250	1-Automotive Technician II, III	0	3	0	0.0	2.3 \$ 17,384.85
Sanders	X19000	1-Energy Power Transportation	0	1	0	0.0	0.0 \$ -
McLemore	X13700	1-Cosmetology I	10	3	30	5.0	
	X26600	1-Cosmetology II	4	3	12	2.0	7.0 \$ 52,154.55
Covington	X13700	1-Cosmetology I	4	3	12	2.0	
	X26600	1-Cosmetology II	1	3	3	0.5	2.5 \$ 18,626.63
Greco	X25070/X25080	1-Hotel Restaurant Management	3	2	6	1.0	
	X24811	1-Marketing Dynamics BC/TAL	0	3	0	0.0	
	X25090	1-Practicum Hospitality & Tourism	0	2	0	0.0	
	X25050/X25060	1-Travel & Tourism I & II	4	2	8	1.3	2.3 \$ 17,384.85
Gentry/Wesley	X02600/X02700	1-Problems & Solutions	1	1	1	0.2	
	X03510/X03501	2-Culinary Arts	25	2	50	8.3	
	X03501	2-Practicum Culinary Arts	4	2	8	1.3	9.8 \$ 73,264.73
Kasal	A03400	1-Audio Video Production	0	0	0	0.0	
	X03400	2-Audio Video Production	10	2	20	3.3	
	X03450/X03470	1-Adv/Pra Audio Video Production	4	2	8	1.3	4.7 \$ 34,769.70
Upchurch	X03400	2-Audio Video Production	15	2	30	5.0	
	X03300/X03350	1-Adv/Pra Audio Video Production	3	2	6	1.0	6.0 \$ 44,703.90
Allen	X26900	1 EMT	4	2	8	1.3	

Birdville ISD CTE Report  
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X04901	4-Anatomy & Physiology	60	1	60	10.0	11.3 \$	84,440.70
X26510	3-Health Science CR	13	2	26	4.3		
A26510	2-Health Science CR	1	0	0	0.0	4.3 \$	32,286.15
X26510	3-Health Science CR	20	2	40	6.7		
A26510	2-Health Science CR	0	0	0	0.0	6.7 \$	49,671.00
A27950	1-Pharmacology	1	0	0	0.0		
X26700	1-Pharm Tech CR	8	3	24	4.0		
X27950	2-Cert Pharmacy Tech	21	2	42	7.0	11.0 \$	81,957.15
X26451	1-Medical Terminology	11	1	11	1.8		
X26510	1-Clinical Rotations	4	2	8	1.3	3.2 \$	23,593.73
X26451	2-Principles of Health Science	25	1	25	4.2	4.2 \$	31,044.38
X04400	2-Principles Education & Training/Pro & Sol	10	1	10	1.7		
A04150	1-Education & Training	1	0	0	0.0		
X04150/X04180	2-Education & Training/ Practicum Edu.	19	2	38	6.3	8.0 \$	59,605.20
X04150/X04180	2-Education & Training / Practicum Edu.	0	2	0	0.0		
X04500/X02600	1-Human Growth & Dev. / Problems & Sol.	10	1	10	1.7	1.7 \$	12,417.75
X06020/X02600	3-Floral Design/ Pro & Sol	18	1	18	3.0		
X05920	1-Floral Design BLK	2	2	4	0.7	3.7 \$	27,319.05
X05925	1-Animal Science BLK	4	2	8	1.3		
X05920	1-Animal Science	0	1	0	0.0		
X06050	1-Principles of Agriculture	7	1	7	1.2		
X05150	1-Vet Tech	8	1	8	1.3	3.8 \$	28,560.83
X05920	2-Animal Science	14	1	14	2.3		
X05930	1-Livestock BLK	6	2	12	2.0		
X06300	1-Wildlife Fsh Eco	10	1	10	1.7	6.0 \$	44,703.90
<b>BHSSubtotal Student Count</b>		<b>1928.0</b>		<b>2383.0</b>		<b>397.2 \$</b>	<b>2,959,149.83</b>
					<b>Sub-</b>		
					<b>total</b>		

Birdville ISD CTE Report  
2015-2016 1st Six Weeks Contact Hours

<b>Shannon High School</b>										
Barrett	X04701		1	1	1	0.2	0.2 \$		1,241.78	
		1-Engineering Math								
Gentry/Wesley	X03510		3	2	6	1.0				
	X24100	1-Culinary Arts 1-Pro & Sol	1	1	1	0.2	1.2 \$		8,692.43	
Harrington	X19100	1-Auto Tech	3	2	6	1.0	1.0 \$		7,450.65	
Rocker	X06710/X06720	1-Construction Tech I/II	2	2	4	0.7	0.7 \$		4,967.10	
Dukes	X06020	1-Floral Design	1	1	1	0.2	0.2 \$		1,241.78	
Lopez	X05150	1-Vet Tech	1	1	1	0.2	0.2 \$		1,241.78	
Peters	Z25301/Z25302	4-Business Information Management	45	2	90	15.0	15.0 \$		111,759.75	
Sparks	Z24801/Z24802	4-Marketing Dynamics/Practicum (avg)	16	3	48	8.0				
	Z04101	1-Parent Ed (avg)	7	2	14	2.3				
	Z09001	1-Principles of Business/Mktg./Adver	3	2	6	1.0	11.3 \$		84,440.70	
Wright, T	Z24801/Z24802	4-Marketing Dynamics/Practicum (avg)	21	3	63	10.5				
	Z09001/Z09101	1-Principles of Business/Mktg./Adver	1	2	2	0.3	10.8 \$		80,715.38	
			105.0		243.0	Sub- total	40.5 \$		301,751.33	
<b>Total CTE BISD Student Count</b>			<b>6387.0</b>		<b>7817.0</b>	<b>TOTAL</b>	<b>1302.8 \$</b>		<b>9,706,955.18</b>	

HB5

# HB5 Comparison Chart for BISD

## Pre-HB5/BISD

### Graduation Requirements

Recommended, DAP, and Minimum Graduation Plan

(for students entering 9th grade before the 2014-2015 school year)

#### English (4 credits)

English I, II, III, & IV (or English I, II for Speakers of Other Languages)

#### Math (4 credits)

Algebra I, II, Geometry and a 4th math (for which Algebra II is a prerequisite)

#### Science (4 credits)

Biology, Chemistry, Physics, and an additional lab-based science course

#### Social Studies (4 credits)

World History, World Geography, US History, US Government/Economics

#### Languages Other than English (2 credits)

#### Physical Ed. (1 credit)

#### Electives (4 credits)

#### Fine Arts (1 credit)

#### Health/Professional Communications (Speech) (.5 credit each)

#### Technology (1 credit)

### Distinguished Achievement Program (26 credits)

Students must complete all course requirements for the Recommended Graduation Plan, take 3 years of the same language other than English, and complete a combination of 4 advanced measures.

### Minimum Graduation Requirements

The BISD Board of Trustees allows dismissal from the Recommended Plan due to ARD committee decision or lack of academic success. 2 local credits will count toward graduation. BISD requires 24 credits.

## HB5/BISD Graduation Requirements

Replaces Recommended, DAP, and Minimum Graduation Plan

(for students entering 9th grade in the 2014-2015 school year and thereafter)

#### English (4 credits)

English I, II, and III, and an advanced English course

#### Math (4 credits)

Algebra I, Geometry, \*Algebra II and an Advanced Math Course required for endorsement

#### Science (4 credits)

Biology, and 2 Advanced Science courses, and any Advanced Science course required for endorsement

#### Social Studies (3 credits)

US History, US Gov't/Economics, World Geography or World History

#### Languages Other than English (2 credits)

#### Physical Ed. (1 credit)

#### Fine Arts (1 credit)

#### Health (.5 credit)

#### Professional Communications (Speech) (.5 credit)

#### Technology (.5 credit)

#### Endorsement Coursework/Electives (5.5 credits)

**26 Credits Total**

\*If a student, in completing Algebra I and Geometry, demonstrates that he/she is unlikely to be successful in Algebra II, with parent, counselor and principal approval may substitute another appropriate course as follows: Mathematical Models with Applications; Mathematical Applications in Agriculture, Food, and Natural Resources (to be added in 2016-17); Digital Electronics; and Algebraic Reasoning (to be added in 2015-16).

### Endorsements

To earn an endorsement a student must successfully complete:

- Courses related to endorsements

### Distinguished Level of Achievement (26 credits)

To earn a distinguished level of achievement a student must successfully complete the curriculum requirements for at least one endorsement, including 4 credits in science and 4 credits in mathematics to include Algebra II.

### Performance Acknowledgement

A student may earn a performance acknowledgement on their diploma and transcript for outstanding performance on any of the following:

- Completing at least 12 hours of college academic courses including those taken for dual credit and advanced technical credit.
- In bilingualism and biliteracy
- On a college AP or IB exam
- On the PSAT, ACT-PLAN, SAT or ACT
- For earning a nationally or internationally recognized industry certification

## HB5 Endorsement

### Areas of Study

Course must directly relate to endorsement

### STEM:

(Science, Technology, Engineering & Mathematics)

- Science
- Technology
- Engineering
- Mathematics

### BUSINESS & INDUSTRY:

- Agriculture, Food and Natural Resources
- Architecture and Construction
- Arts, A/V Technology and Communications
- Business, Management and Administration
- Finance
- Hospitality and Tourism (Culinary Arts)
- Information Technology
- Manufacturing
- Marketing, Sales and Service
- Transportation and Logistics (Auto Technology)
- Advanced Broadcast Journalism, Newspaper or Public Speaking

### PUBLIC SERVICES:

- Education and Training
- Health Science
- Law, Public Safety, Corrections and Security
- Government and Public Administration
- Human Services
- JROTC

### ARTS & HUMANITIES:

- Art
- Dance
- Music
- Theater
- Social Studies
- Languages other than English
- American Sign Language

### MULTIDISCIPLINARY STUDIES:

Allows a student to complete prescribed courses from each of the four foundation subject areas, advanced placement courses from each of the four foundation subject areas or four advanced courses from within one endorsement area or among endorsement areas not in a coherent sequence.



# Birdville ISD Endorsements

STEM Science, Technology, Engineering, & Math	Business & Industry	Public Services	Arts & Humanities	Multidisciplinary Studies
<p>Students may earn a STEM endorsement by selecting and completing the requirements from any of these 4 options:</p> <p><i>Note: Algebra II, Chemistry, and Physics/Principles of Technology are required for the STEM endorsement regardless of the option the student selects from below.</i></p> <p><b>Option 1: Engineering</b> Students earn four CTE credits by taking at least two courses in the same cluster that lead to a final course in the STEM cluster. (With at least one advanced course in the sequence)</p> <p><b>Option 2: Math</b> Students take Algebra I, Geometry, and Algebra II AND two of the following courses for which Algebra II is a prerequisite.</p> <ul style="list-style-type: none"> <li>• Pre-Calculus</li> <li>• Pre AP Pre-Calculus</li> <li>• AP Calculus AB</li> <li>• AP Calculus BC</li> <li>• AP Statistics</li> <li>• AP Computer Science</li> <li>• Advanced Quantitative Reasoning</li> <li>• Statistics &amp; Risk Management</li> <li>• Engineering Mathematics</li> </ul> <p><b>Option 3: Science</b> Students take Biology, Chemistry, Physics/Principles of Technology, AND two of the following courses.</p> <ul style="list-style-type: none"> <li>• AP Biology</li> <li>• AP Chemistry</li> <li>• AP Physics 2</li> <li>• AP Physics C</li> <li>• Aquatic Science</li> <li>• Advanced Plant &amp; Soil Science</li> <li>• Principles of Engineering</li> <li>• Astronomy</li> <li>• Environmental Systems</li> <li>• AP Environmental Systems</li> <li>• Honors Anatomy &amp; Physiology</li> <li>• Forensic Science</li> <li>• Medical Microbiology/Pathophysiology</li> <li>• Food Science</li> <li>• Advanced Animal Science</li> <li>• Scientific Research &amp; Design (Rocket Engineering)</li> <li>• Engineering Design &amp; Problem Solving (Rocket Engineering)</li> </ul> <p><b>Option 4: Combination</b> Students take Algebra II, Chemistry, and Physics, an additional math course, an additional science course, AND three additional credits in the STEM endorsement.</p>	<p>Students may earn a Business &amp; Industry endorsement by selecting and completing the requirements from the following option:</p> <p><b>Option 1:</b> Students earn four credits by taking at least two courses in the same cluster in one of the following areas:</p> <ul style="list-style-type: none"> <li>• Agriculture, Food, and Natural Resources</li> <li>• Architecture and Construction</li> <li>• Arts, Audio/Video Technology, Communication and Journalism</li> <li>• Business Management and Administration</li> <li>• Finance</li> <li>• Hospitality and Tourism</li> <li>• Information Technology</li> <li>• Manufacturing</li> <li>• Marketing</li> <li>• Transportation, Distribution, and Logistics</li> </ul> <p>With at least one advanced course in the sequence</p>	<p>Students may earn a Public Services endorsement by selecting and completing the requirements from one of the following 2 options:</p> <p><b>Option 1:</b> Students earn four credits by taking at least two courses in the same career cluster in one of the following areas:</p> <ul style="list-style-type: none"> <li>• Education and Training</li> <li>• Health Science</li> <li>• Human Services</li> </ul> <p>With at least one advanced course in the sequence</p> <p><b>Option 2: JROTC</b> Student takes four JROTC credits</p>	<p>Students may earn an Arts &amp; Humanities endorsement by selecting and completing the requirements from one of the following 4 options:</p> <p><b>Option 1: Social Studies</b> Students take five Social Studies credits</p> <p><b>Option 2: Foreign Language</b> Students take four levels of the same foreign language.</p> <p style="text-align: center;">OR</p> <p>Students take two levels of one foreign language AND two levels of a different foreign language (two levels in each of two different foreign languages for 4 credits.)</p> <p><b>Option 3: Fine Arts</b> Students take four credits in the same fine arts area.</p> <p style="text-align: center;">OR</p> <p>Students take two credits in one fine arts area AND two credits in a different fine arts area (two credits in each of two different fine arts areas for 4 credits)</p> <p><b>Option 4: English</b> Students take four credits in English</p> <ul style="list-style-type: none"> <li>• Independent Study</li> <li>• Literary Centres/Creative Writing (available 2015-2016)</li> <li>• Debate 3 (available 2015-2016)</li> </ul>	<p>Students may earn a Multidisciplinary Studies endorsement by selecting and completing the requirements from one of the following 2 options:</p> <p><b>Option 1: Four by Four (4 x 4)</b> Students take four credits in each of the four core content areas.</p> <ul style="list-style-type: none"> <li>• Four English credits including English IV</li> <li>• Four Math credits</li> <li>• Four Science credits including Biology, Chemistry and/or Physics/Principles of Technology</li> <li>• Four Social Studies credits</li> </ul> <p><b>Option 2: Advanced Courses</b> Students take four advanced credits that prepare a student to enter the workforce successfully or postsecondary education without remediation from within one endorsement area or among endorsement areas that are not in a coherent sequence.</p>
<p><i>To meet graduation requirements, a student must complete:</i></p> <ul style="list-style-type: none"> <li>• 4 credits - ELA (English I, II and III, &amp; an Advanced English)</li> <li>• 3 credits - Math (Algebra I, Geometry, &amp; Algebra II)</li> <li>• 3 credits - Science (Biology &amp; 2 Advanced Science credits)</li> <li>• 3 credits - Social Studies (U.S. History, .5 Government, .5 Economics, &amp; World History or World Geography)</li> <li>• 2 credits - Foreign Language</li> <li>• 1 credit - Fine Arts</li> <li>• 1 credit - Physical Education</li> <li>• .5 credit - Professional Communications</li> <li>• .5 credit - Health</li> <li>• .5 credit - Technology</li> </ul> <p><i>To earn an endorsement, a student must successfully complete one additional math credit, one additional science credit and additional courses related to endorsement (26 credits).</i></p>				
<p><i>To be college ready, we recommend students take four credits in each of the four core content areas and earn more than one endorsement. A student may enroll in courses under more than one endorsement before the student's junior year.</i></p>				
<p><i>It is the responsibility of each college-bound student to research admission requirements, as each college's requirements may differ.</i></p>				



# Birdville ISD HB5 Graduation Plan



## English (4 credits)

English I, II, and III, and an advanced English course

## Math (4 credits)

Algebra I, Geometry, \*Algebra II, and an Advanced Math course required for endorsement

## Science (4 credits)

Biology, and 2 Advanced Science courses, and any Advanced Science course required for endorsement

## Social Studies (3 credits)

US History, US Gov't/Economics, and World Geography or World History

## Languages Other than English (2 credits)

## Physical Ed. (1 credit)

## Fine Arts (1 credit)

## Health (.5 credit)

## Professional Communications (Speech) (.5 credit)

## Technology (.5 credit)

## Endorsement Coursework / Electives (5.5 credits)

**26 Credits Total**

*\*If a student, in completing Algebra I and Geometry, demonstrates that he/she is unlikely to be successful in Algebra II, with parent, counselor and principal approval may substitute another appropriate course as follows: Mathematical Models with Applications; Mathematical Applications in Agriculture, Food, and Natural Resources (to be added in 2015-16); Digital Electronics; and Algebraic Reasoning (to be added in 2015-16).*

## Endorsements

To earn an endorsement a student must successfully complete:

- Courses related to endorsement

## Distinguished Level of Achievement (26 credits)

To earn a distinguished level of achievement a student must successfully complete the curriculum requirements for at least one endorsement, including 4 credits in science and 4 credits in mathematics to include Algebra II.

## Performance Acknowledgement

A student may earn a performance acknowledgement on their diploma and transcript for outstanding performance on any of the following:

- Completing at least 12 hours of college academic courses including those taken for dual credit and advanced technical credit.
- In bilinguism and biliteracy
- On a college AP or IB exam
- On the PSAT, ACT-PLAN, SAT or ACT
- For earning a nationally or internationally recognized industry certification

It is the responsibility of each college-bound student to research admission requirements, as each college's requirements may differ.

## STEM:

(Science, Technology, Engineering & Mathematics)

- Science
- Technology
- Engineering
- Mathematics

## BUSINESS & INDUSTRY:

- Agriculture, Food and Natural Resources
- Architecture and Construction
- Arts, AV Technology and Communications
- Business, Management and Administration
- Finance
- Hospitality and Tourism (Culinary Arts)
- Information Technology
- Manufacturing
- Marketing, Sales and Service
- Transportation and Logistics (Auto Technology)
- Advanced Broadcast Journalism, Newspaper or Public Speaking

## PUBLIC SERVICES:

- Education and Training
- Health Science
- Law, Public Safety, Corrections and Security
- Government and Public Administration
- Human Services
- JROTC

## ARTS & HUMANITIES:

- Art
- Dance
- Music
- Theater
- Social Studies
- Languages other than English
- American Sign Language

## MULTIDISCIPLINARY STUDIES:

Allows a student to complete prescribed courses from each of the four foundation subject areas, advanced placement courses from each of the four foundation subject areas or **four** advanced courses from within one endorsement area or among endorsement areas not in a coherent sequence.



# House Bill 5: Frequently Asked Questions



## **What is House Bill 5?**

House Bill 5 (HB 5) was signed into law by Governor Perry on June 10, 2013. HB 5 dramatically revises the number of high school student assessments required for graduation as well as overall graduation plans in Texas. In the long-term, these revisions will impact the state accountability system for students, schools, charters and districts.

## **What is an endorsement and what are my options?**

The plan offers students the choice of an endorsement, or targeted area of study.

The five endorsement options are:

- Arts and Humanities
- Business and Industry
- Public Services
- STEM (Science, Technology, Engineering, and Mathematics)
- Multidisciplinary Studies

## **When will these changes take place?**

The changes to testing will take effect immediately. The new high school graduation requirements will start in the 2014-15 school year.

## **What is the HB 5 Graduation Plan?**

The HB 5 plan replaces the current minimum, recommended, and distinguished graduation plans.

## **What courses are included in the HB 5 Graduation Plan diploma?**

The requirements of the new graduation plan are specifically outlined in the *Education Planning for Life*, catalog of high school courses.

## **What is the difference between the HB 5 graduation plan and the current Minimum, Recommended, and DAP plans?**

Please see the **HB 5 Comparison Chart for BISD** located on the Birdville HB 5 website. See website [www.birdvilleschools.net/graduateinfo](http://www.birdvilleschools.net/graduateinfo)

## **Does the new graduation plan qualify my student for 4-year educational institutions?**

Yes. All students graduating with the HB 5 Endorsement Plan will be eligible to apply to all in-state, out-of-state, public and private four year colleges and universities. *However, it is the responsibility of each college-bound student to research admission requirements as each college's requirements may differ.*

## **What about the Top 10% rule?**

Students who complete the Distinguished Level of Achievement are eligible for admissions to in-state public universities under the Top 10% automatic admissions provision.

## TRANSITION TO HB 5 PLAN

### **Does my student have to change to the new plan?**

All students who will enter high school in 2014-2015 are required to graduate on the HB 5 graduation plan.

### **Can my current high school student change their graduation plan to the new HB 5 plan?**

Students may request to change their graduation plan from their current graduation plan.

### **How do I know if I should change to the new HB 5 plan?**

Parents and students should check the requirements of any post high school institution they plan to attend prior to requesting to change plans.

### **If I am a current high school student and want to change to the HB 5 plan, what should I do?**

If you are a current sophomore or junior, confirm the requirements of any university you are interested in prior to requesting to change your graduation plan. Parents and students are responsible for determining whether they have necessary requirements for post-secondary institutions.

Current high school students should complete the registration process with their high school counselor, meeting all required deadlines. Changes will not be made to current graduation plans of current high school students without school counselor review and recommendation. Counselor staff will help students identify their interests and match them to an endorsement plan. Parent approval is required.

### **Why haven't I received more information on current high school students and their option to transition to the new HB 5 graduation plan?**

Graduation Planning Parent Meetings were conducted in January at all middle school campuses. The State Board of Education (SBOE) just recently approved the final HB5 rules on January 30, 2014. With that final approval came numerous changes. BISD has been working to put together comprehensive reference materials for parents and students. Because of the late approval of the HB5 by the SBOE, BISD high school campuses have moved forward with registration based on the student's current graduation plan. Students will be allowed to adjust their graduation plan later.

## ENDORSEMENTS

### **How does my student choose an Endorsement?**

Comprehensive documents and videos are available to all parents and students regarding the new plan. Resources are available at [www.birdvilleschools.net/graduateinfo](http://www.birdvilleschools.net/graduateinfo).

### **When will students choose an endorsement?**

Students will select an endorsement during the 8<sup>th</sup> grade year. Students are allowed to change their endorsements throughout their high school careers.

Students will have the opportunity to take a College and Careers course in the 8<sup>th</sup> grade. The College and Careers teachers and counselors will collaborate and use the ACT's EXPLORE ASPIRE assessment results to develop electronic personal graduation plans for all 8<sup>th</sup> graders. The students will create electronic portfolios, take interest inventories, build résumés and personal graduation plans using the Career Cruising course planner. Career Cruising interfaces with Skyward and customizes a personal graduation plan using critical information including course credits earned, course descriptions, pre-requisite requirements and suggested courses

### **May students change their endorsement?**

Yes. Students will be allowed to change their endorsement. Endorsement changes will be considered with counselor guidance to assure graduation requirements are met.

### **Do I have to choose the Arts and Humanities endorsement since I'm going to be in fine arts all four years?**

No. You will likely qualify for the Arts and Humanities endorsement based on your completion of fine arts classes, but you can select another endorsement to pursue as well.

### **Will I be able to earn an endorsement if I'm going to be in athletics or cheerleading for four years?**

Yes. You are encouraged to plan your personal graduation plan so that you meet your selected endorsement requirements. Students will have opportunities to earn high school credit in middle school and take correspondence courses to meet graduation requirements.

### **Which endorsement will colleges prefer?**

Colleges are still likely to look at specific core courses taken, the rigor of those courses, grade point averages, SAT/ACT scores, extracurricular activities, and student involvement to evaluate the student on an individual basis. Students and parents need to be aware of any admission requirements for the university or college they plan to attend.

### **Are students only allowed to graduate with one endorsement?**

No. Students may earn multiple endorsements.

### **What if I am not sure which endorsement I want?**

The Educational Planning for Life high school course catalog and the 8<sup>th</sup> grade College and Careers course resources will help guide parents and students in the planning process and selecting an endorsement. College and Careers teachers and counselors will collaborate and assist students with the development of personal graduation plans.

### **What happens if students change their minds when they are a junior or senior?**

Students are allowed to change their endorsement throughout their high school career but should select core courses that do not limit their options.

### **What if my student is undecided and does not want to specify an endorsement?**

TEA requires that all 8<sup>th</sup> graders select an endorsement upon entering the 9<sup>th</sup> grade. However, students are allowed to change their endorsements throughout their high school careers. The course guide and the 8<sup>th</sup> grade College and Careers course resources will help guide parents and students in the planning process and selecting an endorsement. College and Careers teachers and counselors will collaborate and

## DISTINGUISHED LEVEL OF ACHIEVEMENT

### **Is there a "distinguished diploma" students can obtain under HB 5?**

Yes. To earn a distinguished level of achievement a student must successfully complete the curriculum requirements for at least one endorsement, including four credits in science and four credits in mathematics to include Algebra II.



## Birdville Independent School District Sample Personal Graduation Plan for Arts and Humanities Area of Study

*Students have the opportunity to earn high school credit during middle school that meet graduation requirements.*

	1	2	3	4	5	6	7
9th	English 1/ Pre-AP English 1 <b>EOC</b>	Algebra 1/ Pre-AP Algebra 1 <b>EOC</b>	World Geo./ AP Human Geo./ Pre-AP W. Geo. or Endorsement Course/Elective	Biology/ Pre-AP Biology/ + IPC <b>EOC</b>	*Languages Other Than English 1	*Fine Arts	*Endorsement Course
10th	English 2/ Pre AP English 2 <b>EOC</b>	Geometry/ Pre-AP Geometry	World History/ Pre-AP, AP W. Hist. or Endorsement Course/Elective	IPC Chemistry/ Pre-AP Chemistry or Advanced Science	*Languages Other Than English 2	*Health/ Endorsement Course/Elective	*Endorsement Course
11th	English 3/ AP English 3	Algebra 2/ Pre-AP Algebra 2	U.S. History/ AP U.S. History/ Dual <b>EOC</b>	Physics/ AP Physics or Advanced Science	*Technology/ Professional Communications	*Physical Education	*Endorsement Course
12th	4th English/ AP English 4/ Dual	Advanced Math	Gov't Econ/ AP Gov't Econ/ Dual	Advanced Science	*Endorsement Course/Elective	*Endorsement Course/Elective	*Endorsement Course

*\*Designated courses may be completed at any grade level  
EOC-End of Course Exam  
+ IPC with counselor approval*

### Courses Directly Related to the Arts and Humanities

Social Studies
World Geography / Pre AP
World History Pre-AP / AP
AP Human Geography
AP European History
AP / Dual Comparative Government & Politics
AP / Dual Microeconomics
Psychology
AP Psychology
Sociology
English Language Arts
Creative Writing
Debate 1, 2, 3
Languages other than English
French Pre-AP & AP
Latin Pre-AP & AP
Spanish Pre-AP & AP / Dual
Spanish for Native Speakers Pre-AP & AP
American Sign Language / Dual
Mandarin Chinese Pre AP & AP

Art
Art
Art 1 & 2 Select
Art 2, 3, 4- Drawing
AP Art 4 Drawing
Art 2 & 3 - Ceramics
Art 2, 3, 4- Painting
Art 2 & 3- Sculpture
AP Art History
AP Art/Two Dimensional
AP Art/Three Dimensional
Principles & Elements of Floral Design
Dance
Dance 1, 2, 3, 4
Dance Drill Team
Music
Band 1, 2, 3, 4
Jazz Band 1, 2, 3, 4
Percussion 1, 2, 3, 4
Choral Music 1, 2, 3, 4
Vocal Ensemble 1, 2, 3, 4
AP Music Theory
Theater
Select Theater Arts 1
Theater Arts 1, 2, 3, 4
Technical Theater 1, 2, 3, 4

\*Course meets technology requirement for graduation.



## Birdville Independent School District Sample Personal Graduation Plan for Business and Industry Area of Study

*Students have the opportunity to earn high school credit during middle school that meet graduation requirements.*

	1	2	3	4	5	6	7
9th	English 1/ Pre-AP English 1 <b>EOC</b>	Algebra 1/ Pre-AP Algebra 1 <b>EOC</b>	World Geo./ AP Human Geo./ Pre-AP W. Geo. or Endorsement Course/Elective	Biology/ Pre-AP Biology/ + IPC <b>EOC</b>	*Languages Other Than English 1	*Fine Arts	*Endorsement Course
10th	English 2/ Pre AP English 2 <b>EOC</b>	Geometry/ Pre-AP Geometry	World History/ Pre-AP, AP W. Hist. or Endorsement Course/Elective	IPC Chemistry/ Pre-AP Chemistry or Advanced Science	*Languages Other Than English 2	*Health/ Endorsement Course/Elective	*Endorsement Course
11th	English 3/ AP English 3	Algebra 2/ Pre-AP Algebra 2	U.S. History/ AP U.S. History/ Dual <b>EOC</b>	Physics/ AP Physics or Advanced Science	*Technology/ Professional Communications	*Physical Education	*Endorsement Course
12th	4th English/ AP English 4/ Dual	Advanced Math	Gov't Econ/ AP Gov't Econ/ Dual	Advanced Science	*Endorsement Course/Elective	*Endorsement Course/Elective	*Endorsement Course

*\*Designated courses may be completed at any grade level  
EOC-End of Course Exam  
+ IPC with counselor approval*

### Courses Directly Related to the Business and Industry Area of Study

#### Agriculture, Food & Natural Resources

Principles of Agriculture, Food, and Natural Resources
Wildlife, Fisheries & Ecology Management
Advanced Animal Science (Science Credit)
Livestock Production
Equine Science
Floral Design (Fine Arts Credit)
Horticulture Science
Advanced Plant & Soil Science (Science Credit)

#### Architecture & Construction

Civil Engineering & Architecture*
Construction Technology
Advanced Construction Technology
Practicum in Construction Management
Interior Design
Advanced Interior Design

#### Arts, A/V Technology & Communications

Graphic Design & Illustration*
Advanced Graphic Design and Illustration*
Animation*
Advanced Animation*
Fashion Design
Practicum Fashion Design
Audio Video Production*
Advanced Audio Video Production*
Professional Communications (Speech Credit)

#### Business Management & Administration

Principles of Business, Marketing and Finance
Practicum in Business Management*
Business Law
Business English
Business Information Management 1*
Business Information Management 2*

\*Course meets technology requirement for graduation.

## Sample Personal Graduation Plan for Business and Industry Area of Study

Finance
Statistics and Risk Management (Mathematics Credit)
Principles of Business, Marketing, and Finance
Accounting 1
Accounting 2
Banking and Financial Services

Hospitality & Tourism (Culinary Arts)
Culinary Arts
Practicum in Culinary Arts
Hotel Management
Restaurant Management
Travel and Tourism Management
Practicum in Hospitality & Tourism
Food Science (Science Credit)

Information Technology
Principles of Information Technology *
Digital and Interactive Media*
Web Technologies*
Computer Programming & Game Design*
CISCO Internetworking 1*
CISCO Internetworking 2*
Computer Maintenance*
Computer Technician*

Marketing, Sales & Service
Principles of Business, Marketing and Finance
Marketing Dynamics
Practicum in Marketing Dynamics
Entrepreneurship
Fashion Merchandising & Marketing
Sports & Entertainment Marketing
Advertising and Sales Promotion

Transportation & Logistics (Auto Technology)
Energy, Power, & Transportation Systems
Automotive Technology
Advanced Automotive Technology
Practicum in Transportation, Distribution & Logistics
Aircraft Technology
Advanced Aircraft Technology

Journalism
Journalism*
Advanced Journalism Yearbook 1, 2, 3*
Advanced Journalism Newspaper 1, 2, 3*
Photojournalism*

\*Course meets technology requirement for graduation.



**Birdville Independent School District  
Sample Personal Graduation Plan for Public Services Area of Study**

*Students have the opportunity to earn high school credit during middle school that meet graduation requirements.*

	1	2	3	4	5	6	7
9th	English 1/ Pre-AP English 1 <b>EOC</b>	Algebra 1/ Pre-AP Algebra 1 <b>EOC</b>	World Geo./ AP Human Geo./ Pre-AP W. Geo. or Endorsement Course/Elective	Biology/ Pre-AP Biology/ + IPC <b>EOC</b>	*Languages Other Than English 1	*Fine Arts	*Endorsement Course
10th	English 2/ Pre AP English 2 <b>EOC</b>	Geometry/ Pre-AP Geometry	World History/ Pre-AP, AP W. Hist. or Endorsement Course/Elective	IPC Chemistry/ Pre-AP Chemistry or Advanced Science	*Languages Other Than English 2	*Health/ Endorsement Course/Elective	*Endorsement Course
11th	English 3/ AP English 3	Algebra 2/ Pre-AP Algebra 2	U.S. History/ AP U.S. History/ Dual <b>EOC</b>	Physics/ AP Physics or Advanced Science	*Technology/ Professional Communications	*Physical Education	*Endorsement Course
12th	4th English/ AP English 4/ Dual	Advanced Math	Gov't Econ/ AP Gov't Econ/ Dual	Advanced Science	*Endorsement Course/Elective	*Endorsement Course/Elective	*Endorsement Course

*\*Designated courses may be completed at any grade level  
EOC-End of Course Exam  
+ IPC with counselor approval*

**Courses Directly Related to the Public Services Area of Study**

**Health Science**

Principles of Health Science (Health Credit)
Medical Terminology
Health Science (Clinical Rotation) (Health Credit)
Practicum in Health Science 2 (Clinical Rotation 2)
Practicum in Health Science - Pharmacy Technician
Practicum in Health Science - EMT
Anatomy and Physiology (Science Credit)
Medical Microbiology (Science Credit)
Pathophysiology (Science Credit)
Sports Medicine I (Health Credit)
Sports Medicine 2 (Health Credit)
Sports Medicine 3

**Human Services**

Principles of Human Services
Practicum in Human Services
Child Development
Lifetime Nutrition and Wellness (Health Credit)
Dollars and Sense
Counseling & Mental Health
Cosmetology 1
Cosmetology 2

**Education and Training**

Principles of Education and Training
Instructional Practice in Education and Training
Practicum in Education and Training
Human Growth and Development

**Law, Public Safety, Corrections & Security**

Principles of Law, Public Safety, Corrections & Security
Court Systems and Practices
Law Enforcement 1
Law Enforcement 2
Practicum in Law, Public Safety, Corrections & Security
Forensic Science (Science Credit)
Firefighter

**Government & Public Administration**

JROTC 1, 2, 3, 4
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\*Course meets technology requirement for graduation.



**Birdville Independent School District**  
**Sample Personal Graduation Plan for Multidisciplinary Studies Area of Study**

*Students have the opportunity to earn high school credit during middle school that meet graduation requirements.*

	1	2	3	4	5	6	7
9th	English 1/ Pre-AP English I EOC	Algebra 1/ Pre-AP Algebra 1 EOC	World Geo./ AP Human Geo./ Pre-AP W. Geo. or Endorsement Course/Elective	Biology/ Pre-AP Biology/ + IPC EOC	*Languages Other Than English 1	*Fine Arts	*Endorsement Course
10th	English 2/ Pre AP English 2 EOC	Geometry/ Pre-AP Geometry	World History/ Pre-AP, AP W. Hist. or Endorsement Course/Elective	IPC Chemistry/ Pre-AP Chemistry or Advanced Science	*Languages Other Than English 2	*Health/ Endorsement Course/Elective	*Endorsement Course
11th	English 3/ AP English 3	Algebra 2/ Pre-AP Algebra 2	U.S. History/ AP U.S. History/ Dual	Physics/ AP Physics or Advanced Science	*Technology/ Professional Communications	*Physical Education	*Endorsement Course
12th	4th English/ AP English 4/ Dual	Advanced Math	Gov't Econ/ AP Gov't Econ/ Dual	Advanced Science	*Endorsement Course/Elective	*Endorsement Course/Elective	*Endorsement Course

*\*Designated courses may be completed at any grade level*  
**EOC-End of Course Exam**  
 + IPC with counselor approval

**Courses Directly Related to the Multidisciplinary Studies Area of Study**

Arts and Humanities
Social Studies
World Geography / Pre-AP
World History Pre-AP / AP
AP Human Geography
AP European History
AP / Dual Comparative Government & Politics
AP / Dual Microeconomics
Psychology
AP Psychology
Sociology
English Language Arts
Creative Writing
Debate 1, 2, 3
Languages other than English
French Pre-AP & AP
Latin Pre-AP & AP
Spanish Pre-AP & AP / Dual
Spanish for Native Speakers Pre-AP & AP
American Sign Language / Dual
Mandarin Chinese Pre AP & AP

Arts and Humanities
Art
Art
Art 1 & 2 Select
Art 2, 3, 4- Drawing
AP Art 4 Drawing
Art 2 & 3 - Ceramics
Art 2, 3, 4- Painting
Art 2 & 3- Sculpture
AP Art History
AP Art/Two Dimensional
AP Art/Three Dimensional
Floral Design
Dance
Dance 1, 2, 3, 4
Dance Drill Team
Music
Band 1, 2, 3, 4
Jazz Band 1, 2, 3, 4
Percussion 1, 2, 3, 4
Choral Music 1, 2, 3, 4
Vocal Ensemble 1, 2, 3, 4
AP Music Theory
Theater
Select Theater Arts 1
Theater Arts 1, 2, 3, 4
Technical Theater 1, 2, 3, 4

\*Course meets technology requirement for graduation.

## Courses Directly Related to the Multidisciplinary Studies Area of Study

<b>Business &amp; Industry</b>	<b>Business &amp; Industry</b>	<b>STEM</b>
<b>Agriculture, Food &amp; Natural Resources</b>	<b>Information Technology</b>	<b>Science</b>
Principles of Agriculture, Food, and Natural Resources	Principles of Information Technology *	AP Biology
Wildlife, Fisheries & Ecology Management	Digital and Interactive Media *	AP Chemistry
Advanced Animal Science (Science Credit)	Web Technologies *	AP Physics
Livestock Production	Computer Programming & Game Design*	Principles of Technology
Equine Science	Advanced Computer Programming *	Aquatic Science
Principles and Elements of Floral Design (Fine Arts Credit)	CISCO Internetworking 1*	Advanced Plant & Soil Science
Horticulture Science	CISCO Internetworking 2*	Advanced Animal Science
Advanced Plant & Soil Science (Science Credit)	Computer Maintenance *	Astronomy
<b>Architecture &amp; Construction</b>	Computer Technician *	Environmental Systems
Civil Engineering & Architecture *	<b>Marketing, Sales &amp; Service</b>	AP Environmental Science
Construction Technology	Principles of Business, Marketing and Finance	Anatomy & Physiology
Advanced Construction Technology	Marketing Dynamics	Medical Microbiology
Practicum in Construction Management	Practicum in Marketing Dynamics	Pathophysiology
Interior Design	Entrepreneurship	Forensic Science
Advanced Interior Design	Fashion Merchandising & Marketing	Food Science
<b>Arts, A/V Technology &amp; Communications</b>	Sports & Entertainment Marketing	<b>Computer Science</b>
Graphic Design & Illustration *	Advertising and Sales Promotion	Computer Science Software Engineer PLTW*
Advanced Graphic Design and Illustration *	<b>Transportation &amp; Logistics (Auto Technology)</b>	Computer Science Applications*
Animation *	Energy, Power, & Transportation Systems	AP Computer Science*
Advanced Animation *	Principles of Manufacturing *	<b>Public Services</b>
Fashion Design	Automotive Technology	<b>Health Science</b>
Practicum Fashion Design	Advanced Automotive Technology	Principles of Health Science (Health Credit)
Audio Video Production *	Practicum in Transportation, Distribution & Logistics	Medical Terminology
Advanced Audio Video Production *	Aircraft Technology	Health Science (Clinical Rotation) (Health Credit)
Professional Communications (Speech Credit)	Advanced Aircraft Technology	Practicum in Health Science 2 (Clinical Rotation 2)
<b>Business Management &amp; Administration</b>	<b>Journalism</b>	Practicum in Health Science - Pharmacy Technician
Principles of Business, Marketing and Finance	Journalism*	Practicum in Health Science- EMT
Practicum in Business Management *	Advanced Journalism Yearbook 1. 2. 3*	Anatomy and Physiology/Honors (Science Credit)
Business Law	Advanced Journalism Newspaper 1, 2, 3*	Medical Microbiology (Science Credit)
Business English	Photojournalism*	Pathophysiology (Science Credit)
Business Information Management 1*	<b>STEM</b>	Sports Medicine 1 (Health Credit)
Business Information Management 2*	<b>Engineering</b>	Sports Medicine 2 (Health Credit)
<b>Finance</b>	Engineering Mathematics (Mathematics Credit)	Sports Medicine 3
Statistics and Risk Management (Mathematics Credit)	Robotics 1*	<b>Education and Training</b>
Principles of Business, Marketing, and Finance	Robotics 2*	Principles of Education and Training
Accounting 1	Introduction to Engineering Design PLTW*	Instructional Practice in Education and Training
Accounting 2	Civil Engineering and Architecture PLTW*	Practicum in Education and Training
Banking and Financial Services	Principles of Engineering PLTW (Science Credit)*	Human Growth and Development
<b>Hospitality &amp; Tourism (Culinary Arts)</b>	Digital Electronics PLTW (Mathematics Credit)*	<b>Law, Public Safety, Corrections &amp; Security</b>
Culinary Arts	Aerospace Engineering PLTW*	Prin of Law, Public Safety, Corrections & Security
Practicum in Culinary Arts	Computer Integrated Manufacturing PLTW*	Court Systems and Practices
Hotel Management	Rocket Engineering 1 (Science Credit)	Law Enforcement 1
Restaurant Management	Rocket Engineering 2 (Science Credit)	Law Enforcement 2
Travel and Tourism Management	<b>Math</b>	Pract in Law, Public Safety, Corrections & Security
Practicum in Hospitality & Tourism	Algebra 2 or Pre-AP Algebra 2	Forensic Science
Food Science (Science Credit)	Precalculus / Pre-AP / Dual	Firefighter
	AP Calculus AB	<b>Human Services</b>
	AP Calculus BC	Principles of Human Services
	AP Statistics / Dual	Practicum in Human Services
	Engineering Mathematics	Child Development
	Advanced Quantitative Reasoning	Lifetime Nutrition and Wellness (Health Credit)
	Statistics & Risk Management	Dollars and Sense
		Counseling & Mental Health
		Cosmetology 1
		Cosmetology 2
		<b>Government &amp; Public Administration</b>
		JROTC

\*Course meets technology requirement for graduation.





## Birdville Independent School District Sample Personal Graduation Plan for STEM Area of Study

*Students have the opportunity to earn high school credit during middle school that meet graduation requirements.*

	1	2	3	4	5	6	7
9th	English 1/ Pre-AP English I EOC	Algebra 1/ Pre-AP Algebra 1 EOC	World Geo./ AP Human Geo./ Pre-AP W. Geo. or Endorsement Course/Elective	Biology/ Pre-AP Biology EOC	*Languages Other Than English 1	*Fine Arts	*Endorsement Course
10th	English 2/ Pre-AP English 2 EOC	Geometry/ Pre-AP Geometry	World History/ Pre-AP, AP W. Hist. or Endorsement Course/Elective	Chemistry/ Pre-AP Chemistry or Advanced Science	*Languages Other Than English 2	*Health/ Endorsement Course/Elective	*Endorsement Course
11th	English 3/ AP English 3	Algebra 2/ Pre-AP Algebra 2	U.S. History/ AP U.S. History/ Dual EOC	Physics/ AP Physics or Advanced Science	*Technology/ Professional Communications	*Physical Education	*Endorsement Course
12th	4th English/ AP English 4/ Dual	Advanced Math	Gov't Econ/ AP Gov't Econ/ Dual	Advanced Science	*Advanced Science	*Endorsement Course/Elective	*Endorsement Course

*\*Designated courses may be completed at any grade level  
EOC-End of Course Exam*

### Courses Directly Related to the STEM Area of Study

Engineering
Engineering Mathematics (Mathematics Credit)
Robotics 1*
Robotics 2*
Introduction to Engineering Design PLTW*
Civil Engineering & Architecture PLTW*
Principles of Engineering PLTW (Science Credit)*
Digital Electronics PLTW (Mathematics Credit)*
Aerospace Engineering PLTW*
Computer Integrated Manufacturing PLTW*
Rocket Engineering 1 (Science Credit)
Rocket Engineering 2 (Science Credit)

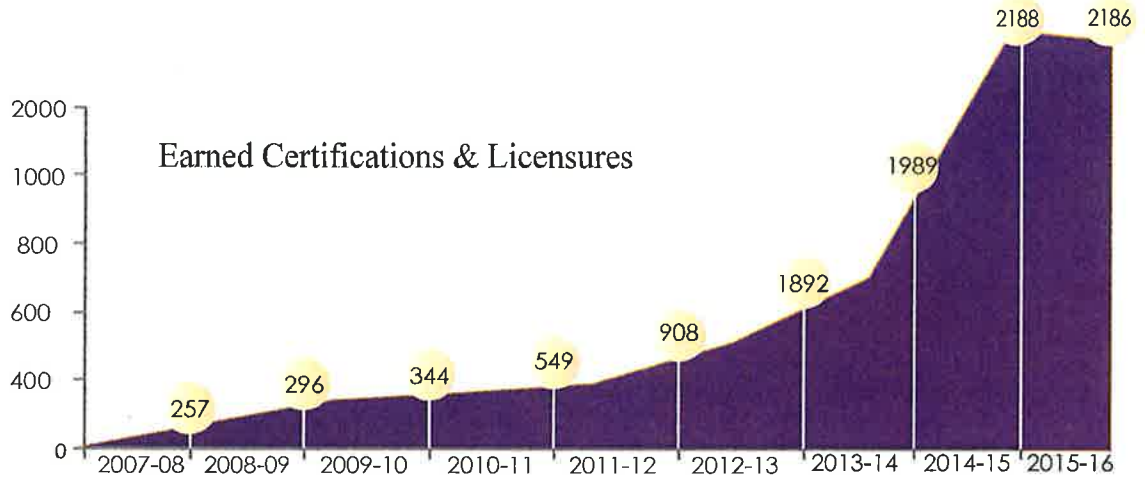
Math
Algebra 2 or Pre-AP Algebra 2
Precalculus / Pre-AP / Dual
AP Calculus AB
AP Calculus BC
AP Statistics / Dual
Engineering Mathematics
Advanced Quantitative Reasoning
Statistics & Risk Management

Science
AP Biology
AP Chemistry
AP Physics
Principles of Technology
Aquatic Science
Advanced Plant & Soil Science
Advanced Animal Science
Astronomy
Environmental Systems
AP Environmental Science
Anatomy & Physiology
Medical Microbiology
Pathophysiology
Forensic Science
Food Science

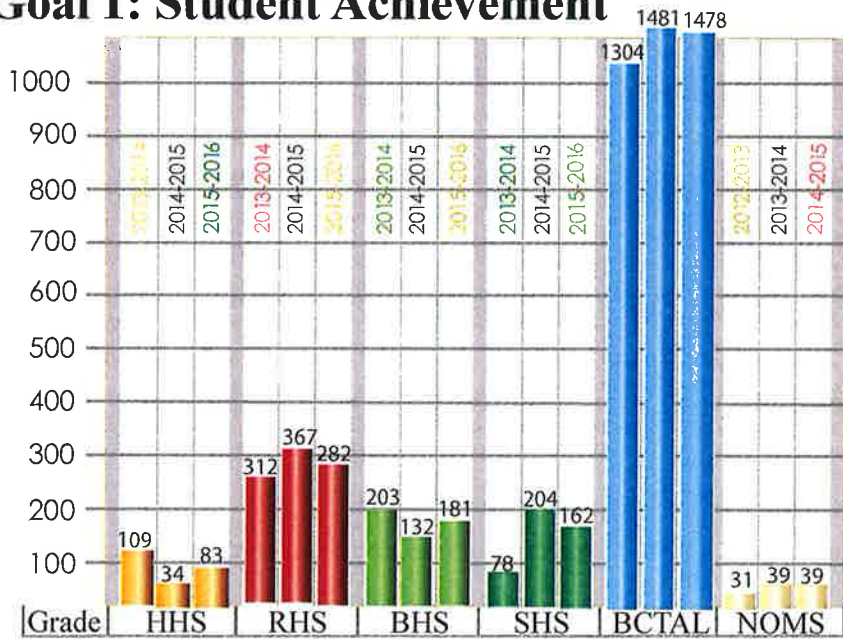
Computer Science
Computer Science Software Engineer PLTW*
Computer Science Applications PLTW*
AP Computer Science*

\*Course meets technology requirement for graduation.

**Business/Industry  
Licensures  
Advanced  
Technical Credit**



**Goal 1: Student Achievement**



**Vision Statement:**

Students will exceed state and national standards in all subject areas.

**SMART Goal/Objective:**

Ninety percent of students will exceed state and national standards in the content areas by 2016 and be college and career ready.

**Indicator:**

Industry-Recognized Licensures/Certifications Earned

**Target: 1.1.7**

The number of industry-recognized licensures and certifications will increase by 10% each year.

**Measure: Perkins Program Effectiveness Report**

**TOTAL 2186**

Certification or Licensure Name	Teacher(s)	Campus
Adobe Photoshop (104), Adobe Illustrator (8), Adobe Premiere (32), Adobe Flash (8), Adobe In-Design (3)	Carruthers/Hagar/Kasal/Sorenson/Stewart/StricklandUpchurch/Wright	BCTAL, HHS, RHS
Food Handler (201), ServSafe (3)	Gentry/White/Wright	BCTAL, BHS, SHS
CPR (104), AED (89), FEMA (16), CPCT (42), Pharmacy Tech Trainee (32), NREMT (16), PTCB (2), American Heart Association Healthcare Provider (16)	Allen/Azzopardi/Anderson/Bauer/Faram/Leon/Livingston/McLean/Setford/West	BCTAL, BHS, HHS, RHS
OSHA 10-hour (14), Mitchell I (1149), Electrical Apprentice (2)	Benton/Rocker	BCTAL
SP/2 Pollution Prevention (149), S/PS Safety (149), Valvoline (149), SP/2 Land that Job (149)	Hackfeld/Harrington/Sanders	BCTAL
A*S*K Fundamentals of Marketing (18), SABRE (17), Venture Entrepreneurship (16), Financial Literacy (26), Digital Literacy & Responsibility (41), NHL/NHLPA Future Goals (2), Sports & Entertainment Marketing (21)	Anderson/Greco/Sparks/Wright	BCTAL, BHS, SHS
Excel (56), MSWord (77), Power Point (60)	Blankenship/Pereira/Peters/Sorenson/Strickland/Wright	BHS, HHS, RHS, SHS
CISCO Networking (29), IT Essentials (15), Autodesk Inventor (12), Living Online (10), Computing Fundamentals (18), Key Applications (10)	Faram/Harris/Valenta	BCTAL, RHS
State Practical (3), State Written (19) Nylynn (177), OPI (70), Microderm Abrasion (22)	Covington/McLemore	BCTAL
Floral, Level I (27), Knowledge Floral (4)	Dukes	BCTAL

## Advanced Technical Credit (ATC) District/Campus Listing by Teacher Name

District: Birdville ISD

Last Name	First Name	Course	Course Code	Campus	Effective Date	Expire Date
Allen	Dana	Anatomy and Physiology - ANATPHYS	13020600	RICHLAND H S	8/1/2012	7/31/2015
Allen	Dana	Health Science - HLTHSCI	13020400	RICHLAND H S	8/1/2012	7/31/2015
Allen	Dana	Medical Terminology - MEDTERM	13020300	RICHLAND H S	8/1/2012	7/31/2015
Allen	Dana	Part 1 Completed	999999	Birdville Center of Technology and Advan	8/1/2015	7/31/2017
Allen	Dana	Part 1 Completed	999999	RICHLAND H S	8/1/2015	7/31/2017
Allen	Dana	Part 1 Completed	999999	RICHLAND H S	8/1/2012	7/31/2015
Allen	Dana	Part 1 Completed	999999	RICHLAND H S	8/1/2012	7/31/2015
Allen	Dana	Principles of Health Science - PRINHLSC	13020200	RICHLAND H S	8/1/2012	7/31/2015
Anderson	Andrea	Entrepreneurship - ENTREP	13034400	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2016
Anderson	Andrea	Marketing Dynamics - MKTGDYN	13034700	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Anderson	Andrea	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Azzopardi	Nancy	Anatomy and Physiology - ANATPHYS	13020600	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Azzopardi	Nancy	Health Science - HLTHSCI	13020400	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Azzopardi	Nancy	Medical Terminology - MEDTERM	13020300	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Azzopardi	Nancy	Part 1 Completed	999999	Birdville Center of Tech & Adv Learning	8/1/2014	7/31/2017
Azzopardi	Nancy	Part 1 Completed	999999	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Azzopardi	Nancy	Principles of Health Science - PRINHLSC	13020200	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Barrett	Kerry	Part 1 Completed	999999	RICHLAND H S	8/1/2013	7/31/2016
Bucholtz	Steven	Part 1 Completed	999999	HALTOM H S	8/1/2012	7/31/2015
Bywater	Russell	Part 1 Completed	999999	Birdville Center of Technology and Advan	8/1/2013	7/31/2016
Cimino	Ann	Business Information Management I - BUSIM1	13011400	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Cimino	Ann	Business Information Management II - BUSIM2	13011800	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Cimino	Ann	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Croft	Shannon	Health Science - HLTHSCI	13020400	Birdville Center of Technology and Advan	8/1/2014	7/31/2017
Croft	Shannon	Part 1 Completed	999999	Birdville Center of Technology and Advan	8/1/2014	7/31/2017
Dukes	Stephanie	Horticulture Science - HORTISCI	13002000	Birdville Center of Technology and Advan	8/1/2014	7/31/2017
Dukes	Stephanie	Part 1 Completed	999999	Birdville Center of Technology and Advan	8/1/2014	7/31/2017
Flint	Sheri	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Gentry	Joshua	Culinary Arts - CULARTS	13022600	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Gentry	Joshua	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Greco	Lisa	Entrepreneurship - ENTREP	13034400	DISTRICT ADMINISTRATION	8/1/2014	7/31/2017
Greco	Lisa	Marketing Dynamics - MKTGDYN	13034700	DISTRICT ADMINISTRATION	8/1/2013	7/31/2016
Greco	Lisa	Part 1 Completed	999999	DISTRICT ADMINISTRATION	8/1/2013	7/31/2016
Greco	Lisa	Travel and Tourism Management - TRTORMGT	13022500	DISTRICT ADMINISTRATION	8/1/2014	7/31/2017
Griffith	Tyrone	Business Information Management I - BUSIM1	13011400	BIRDVILLE HIGH SCHOOL	8/1/2015	7/31/2017
Griffith	Tyrone	Business Information Management II - BUSIM2	13011500	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Griffith	Tyrone	Business Information Management II - BUSIM2	13011500	BIRDVILLE HIGH SCHOOL	8/1/2015	7/31/2017
Griffith	Tyrone	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Griffith	Tyrone	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2015	7/31/2017
Hagar	Tracie	Digital and Interactive Media - DIMEDIA	13027800	RICHLAND H S	8/1/2012	7/31/2015
Hagar	Tracie	Part 1 Completed	999999	RICHLAND H S	8/1/2014	7/31/2017
Heckathorn	Michelle Ryan	Business Information Management I - BUSIM1	13011400	HALTOM H S	8/1/2014	7/31/2017
Heckathorn	Michelle Ryan	Part 1 Completed	999999	HALTOM H S	8/1/2014	7/31/2017
Hernandez	Jose	Court Systems and Practices - COURTSP	13029600	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Hernandez	Jose	Law Enforcement - LAWENF1	13029300	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Hernandez	Jose	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Hernandez	Jose	Principles of Law, Public Safety, Corrections and Security	13029200	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Kasal	Trevor	Advanced Audio/Video Production - ADVAVPRO	13008600	DISTRICT ADMINISTRATION	8/1/2014	7/31/2017
Kasal	Trevor	Part 1 Completed	999999	DISTRICT ADMINISTRATION	8/1/2014	7/31/2017
Lejarzar	Gary Wayne	Accounting I - ACCOUNT1	13016600	HALTOM H S	8/1/2012	7/31/2015
Lejarzar	Gary Wayne	Business Information Management I - BUSIM1	13011400	HALTOM H S	8/1/2013	7/31/2016
Lejarzar	Gary Wayne	Entrepreneurship - ENTREP	13034400	HALTOM H S	8/1/2012	7/31/2015
Lejarzar	Gary Wayne	Marketing Dynamics - MKTGDYN	13034700	HALTOM H S	8/1/2013	7/31/2016
Lejarzar	Gary Wayne	Marketing Dynamics - MKTGDYN	13034700	HALTOM H S	8/1/2012	7/31/2015
Lejarzar	Gary Wayne	Part 1 Completed	999999	HALTOM H S	8/1/2013	7/31/2016
Leon	Sharon	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Livingston	Emily R.	Anatomy and Physiology - ANATPHYS	13020600	HALTOM H S	8/1/2014	7/31/2017
Livingston	Emily R.	Health Science - HLTHSCI	13020400	HALTOM H S	8/1/2012	7/31/2015
Livingston	Emily R.	Medical Terminology - MEDTERM	13020300	HALTOM H S	8/1/2012	7/31/2015
Livingston	Emily R.	Part 1 Completed	999999	HALTOM H S	8/1/2012	7/31/2015
Livingston	Emily R.	Principles of Health Science - PRINHLSC	13020200	HALTOM H S	8/1/2012	7/31/2015
Lundy	Elizabeth	Accounting I - ACCOUNT1	13016600	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Business English - BUENGL	13011600	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Business Management - BUSMGT	13012100	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Culinary Arts - CULARTS	13022600	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Hospitality Services - HOSPSRVS	13022800	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Hotel Management - HOTELMGT	13022300	RICHLAND H S	8/1/2014	7/31/2017

Lundy	Elizabeth	Lifetime Nutrition and Wellness - LNURTWEL	13024500	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Part 1 Completed	999999	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Principles of Business, Marketing, and Finance - PRINBMF	13011200	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Touch System Data Entry - TSDATAE	13011300	RICHLAND H S	8/1/2014	7/31/2017
Lundy	Elizabeth	Travel and Tourism Management - TRTORMGT	13022500	RICHLAND H S	8/1/2014	7/31/2017
Medford	Thomas	Advanced Animation - ADVANIM	13008400	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Animation - ANIMAT	13008300	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Business Information Management I - BUSIM1	13011400	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Business Information Management II - BUSIM2	13011500	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Digital and Interactive Media - DIMEDIA	13027800	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Medford	Thomas	Web Technologies - WEBTECH	13027900	BIRDVILLE HIGH SCHOOL	8/1/2014	7/31/2017
Pereira	Iracy	Accounting I - ACCOUNT1	13016600	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Business Information Management I - BUSIM1	13011400	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Business Information Management II - BUSIM2	13011500	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Entrepreneurship - ENTREP	13034400	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Marketing Dynamics - MKTGDYN	13034700	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Part 1 Completed	999999	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Part 1 Completed	999999	RICHLAND H S	8/1/2012	7/31/2015
Pereira	Iracy	Principles of Business, Marketing, and Finance - PRINBMF	13011200	RICHLAND H S	8/1/2012	7/31/2015
Shipman	Emily	Entrepreneurship - ENTREP	13034400	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Shipman	Emily	Marketing Dynamics - MKTGDYN	13034700	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Shipman	Emily	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Shipman	Emily	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Shipman	Emily	Principles of Business, Marketing, and Finance - PRINBMF	13011200	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Sparks	Rhonda	Business Information Management I - BUSIM1	13011400	SHANNON LRN CTR	8/1/2014	7/31/2017
Sparks	Rhonda	Business Information Management II - BUSIM2	13011500	SHANNON LRN CTR	8/1/2014	7/31/2017
Sparks	Rhonda	Business Management - BUSMGT	13012100	SHANNON LRN CTR	8/1/2014	7/31/2017
Sparks	Rhonda	Entrepreneurship - ENTREP	13034400	SHANNON LRN CTR	8/1/2014	7/31/2017
Sparks	Rhonda	Marketing Dynamics - MKTGDYN	13034700	SHANNON LRN CTR	8/1/2014	7/31/2017
Sparks	Rhonda	Part 1 Completed	999999	SHANNON LRN CTR	8/1/2012	7/31/2015
Sparks	Rhonda	Principles of Business, Marketing, and Finance - PRINBMF	13011200	SHANNON LRN CTR	8/1/2014	7/31/2017
Sturgell	LaChell	Culinary Arts - CULARTS	13022600	BIRDVILLE HIGH SCHOOL	8/1/2013	7/31/2016
Sturgell	LaChell	Part 1 Completed	999999	BIRDVILLE HIGH SCHOOL	8/1/2012	7/31/2015
Tarver	Roni	Equine Science - EQUINSCI	13000500	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Tarver	Roni	Part 1 Completed	999999	Birdville Center of Tech & Adv Learning	8/1/2013	7/31/2016
Upchurch	Jeremy	Advanced Audio/Video Production - ADVAVPRO	13008600	Birdville Center of Tech & Adv Learning	8/1/2014	7/31/2017
Upchurch	Jeremy	Part 1 Completed	999999	Birdville Center of Tech & Adv Learning	8/1/2014	7/31/2017
Valenta	Cindy	Business Information Management I - BUSIM1	13011400	Birdville Center of Technology and Advan	8/14/2014	7/31/2017
Valenta	Cindy	Business Information Management II - BUSIM2	13011500	Birdville Center of Technology and Advan	8/14/2014	7/31/2017
Valenta	Cindy	Business Management - BUSMGT	13012100	Birdville Center of Technology and Advan	8/14/2014	7/31/2017
Valenta	Cindy	Part 1 Completed	999999	Birdville Center of Technology and Advan	8/1/2014	7/31/2017
Valenta	Natalie	Part 1 Completed	999999	SHANNON LRN CTR	8/1/2013	7/31/2016
Wright	Pamela	Business Information Management I - BUSIM1	13011400	HALTOM H S	8/1/2014	7/31/2017
Wright	Pamela	Part 1 Completed	999999	HALTOM H S	8/1/2014	7/31/2017
Wright	Tammy D.	Business Information Management I - BUSIM1	13011400	SHANNON LRN CTR	8/1/2014	7/31/2017
Wright	Tammy D.	Business Information Management II - BUSIM2	13011500	SHANNON LRN CTR	8/1/2014	7/31/2017
Wright	Tammy D.	Business Management - BUSMGT	13012100	SHANNON LRN CTR	8/1/2014	7/31/2017
Wright	Tammy D.	Entrepreneurship - ENTREP	13034400	SHANNON LRN CTR	8/1/2014	7/31/2017
Wright	Tammy D.	Marketing Dynamics - MKTGDYN	13034700	SHANNON LRN CTR	8/1/2014	7/31/2017
Wright	Tammy D.	Part 1 Completed	999999	SHANNON LRN CTR	8/1/2013	7/31/2016
Wright	Tammy D.	Principles of Business, Marketing, and Finance - PRINBMF	13011200	SHANNON LRN CTR	8/1/2014	7/31/2017

## Agriculture, Food and Natural Resources

Effective School Year 2015-2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A". Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit.
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<p><b>Livestock Production</b> (1 Credit) (LIVEPROD) 13000300</p>	<p><b>Animal Science</b></p> <p><b>AGAH 1301 or AGAH 1401 (AGAH 1001)</b>  <b>Course Outcomes:</b> Summarize the importance of animal agriculture to society; identify livestock species, breeds, and classes and their utilization within the livestock industry; and differentiate various livestock products and identify their contribution to the world food supply.</p> <p style="text-align: center;">OR</p> <p><b>Animal Health</b></p> <p><b>AGAH 1343 or AGAH 1443 (AGAH 1043)</b>  <b>Course Outcomes:</b> Summarize the importance of livestock diseases and animal health; diagnose symptoms and identify causes of various animal diseases; and implement preventative and treatment methods for various animal diseases.</p>
<p><b>Veterinary Medical Applications</b> (1 Credit) (VETMEDAP) 13000600</p> <p>Teacher must have Veterinary Tech Certificate.</p>	<p><b>Veterinary Medical Terminology</b> VTHT 1105 or VTHT 1205 (VTHT 1005)</p> <p><b>Course Outcomes:</b> Define and use veterinary terms.</p>
<p><b>Agribusiness Management and Marketing</b> (1 Credit) (AGRBUSMM) 13000900</p>	<p><b>Introduction to Agribusiness</b> AGMG 1311 or AGMG 1411 (AGMG 1011)</p> <p><b>Course Outcomes:</b> Discuss agricultural trade, consumption, and employment as it pertains to the complex field of agriculture; and apply basic economic principles and management functions to agribusiness.</p>

<p><b>Equine Science</b> (1 credit) (EQUINSCI) 13000500</p>	<p><b>Equine Science I</b> <b>AGEQ 1311 or AGEQ 1411 (AGEQ 1011 CEU)</b></p> <p><b>Course Outcomes:</b> Explain the historical significance of the horse to society; identify horse breeds; identify basic anatomy and physiological functions; and outline managerial practices relevant to the horse industry.</p> <p style="text-align: center;">OR</p> <p><b>Horse Evaluation I</b> <b>AGEQ 1215 or AGEQ 1315 (AGEQ 1015)</b></p> <p><b>Course Outcomes:</b> Relate conformation to equine functions; prioritize and utilize criteria as related to evaluation and selection; and employ appropriate terminology used in discussing evaluation and selection processes.</p>
<p><b>Wildlife, Fisheries, and Ecology Management</b> (1 Credit) (WFECGT) 13001500</p>	<p><b>Introduction to Wildlife Management</b> <b>WMGT 1305</b></p> <p><b>Course Outcomes:</b> Employ basic wildlife management practices involving particular species in select environments; explain the impact of various management practices on desirable wildlife; identify desirable plant species required by specific wildlife species; and explain the biological and economic impact of wildlife.</p> <p style="text-align: center;">OR</p> <p><b>Wildlife Conservation and Management</b> <b>WMGT 1323 or WMGT 1423 (WMGT 1023 CEU)</b></p> <p><b>Course Outcomes:</b> Summarize the importance of and develop an appreciation for wildlife resources; recognize the necessity of conservation efforts designed to improve and maintain wildlife resources for future generations; identify and implement managerial practices designed to improve wildlife habitats and populations; and develop an understanding of and appreciation for the role of sport hunting as it relates to the conservation of wildlife in a modern society.</p>

<p><b>Horticulture Science</b> (1 credit) (HORTISCI) 13002000</p> <p><b>Enhancement:</b> Explain the effect of environmental factors on plant growth.</p>	<p><b>Principles of Horticulture</b> HALT 1301 or HALT 1401 (HALT 1001 CEU)</p> <p><b>Course Outcomes:</b> Utilize scientific nomenclature used in horticulture; explain the effect of environmental factors on plant growth; and identify the various facets of the horticulture industry and career opportunities.</p>
<p><b>Landscape Design and Turf Grass Management</b> (1 credit) (LNDTGMGT) 13001900</p>	<p><b>Landscape Design</b> HALT 1322 OR HALT 1422 (HALT 1022 CEU)</p> <p><b>Course Outcomes:</b> Demonstrate the appropriate procedures utilized in the development of a landscape plan; create an acceptable landscape design; and perform a site analysis and successfully incorporate the information into the final design.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Turfgrass Science and Management</b> HALT 1324 or HALT 1424 (HALT 1024)</p> <p><b>Course Outcomes:</b> Discuss turfgrass quality, selection, and adaptation; describe cultural practices of major cool and warm season turfgrasses; examine turfgrass responses to different environmental conditions; and identify cultural practices.</p>
<p><b>Range Ecology Management</b> (1 credit) (RECOMGT) 13001600</p> <p><b>Enhancements:</b> Devise range reseeding and water development.  Design rotational grazing systems.</p>	<p><b>Range Management</b> AGCR 1307 or AGCR 1407 (AGCR 1007 CEU)</p> <p><b>Course Outcomes:</b> Identify range problems including toxic plants, overgrazing, and water distribution; evaluate brush control methods including biological, mechanical, chemical, and range burning; devise range reseeding and water development plans; design rotational grazing systems; and compute stocking rates.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Crop Science</b> AGCR 1303 or AGRC 1403 ( AGRC 1003 CEU)</p> <p><b>Course Outcomes:</b> Classify field crops according to morphology, use, and distribution; relate basic plant biology to crop production; and describe basic crop production factors including soils, fertilizers, pest management, tillage practices, crop rotations, and harvesting.</p>
<p><b>Agricultural Mechanics and Metal Technology</b> (1 credit) (AGMECHMT) 13002200</p>	<p><b>Shop Safety and Procedures</b> DEMR 1301 or 1401 (DEMR 1001 CEU)</p>



	<p><b>Course Outcomes:</b> Identify and use basic hand tools; use human protection equipment; and correctly use and dispose of hazardous materials.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Farm and Ranch Shop Skills I</b>  <b>AGME 1315 or 1415 (AGME 1015 CEU)</b></p> <p><b>Course Outcomes:</b> Demonstrate oxyacetylene cutting procedures; demonstrate arc welding; identify shop tools; utilize shop plans; and describe construction processes.</p>
<p><b>Agricultural Power Systems</b>  <b>(1 credit)</b>  <b>(AGPOWSYS) 13002400</b></p>	<p><b>Preventive Maintenance</b>  <b>DEMR 1229 or 1329 (DEMR 1029 CEU)</b></p> <p><b>Course Outcomes:</b> Apply preventative maintenance practices; perform preventative maintenance on systems; and practice appropriate record keeping.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Small Gasoline Engine</b>  <b>SMER 1324 OR 1424 (SMER 1024 CEU)</b></p> <p><b>Course Outcomes:</b> Describe ignition systems theory testing and diagnosis; disassemble, repair, inspect, and service engines; demonstrate the use and care of tools and materials; and demonstrate safe operations.</p>

# Architecture and Construction

Effective School Year 2015 - 2016

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- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<p><b>Interior Design</b> (1 credit) (INTERDSN) 13004300</p> <p><b>Enhancement:</b> Discuss the scope of interior design profession.</p>	<p><b>Fundamentals of Interior Design</b> INDS 1311 or INDS 1411 (INDS 1011 CEU)</p> <p><b>Course Outcomes:</b> Describe and apply elements and principles of design; discuss the scope of the interior design profession; describe the interior design problem-solving process; and identify design quality.</p>
<p><b>Advanced Electrical Technology</b> (2-3 credits) 13005700 (ADVELECT)</p> <p><b>Required Prerequisite:</b> <b>Electrical Technology</b></p>	<p><b>Fundamentals of Electricity I</b> ELPT 1319 or ELPT 1419 (ELPT 1019 CEU)</p> <p><b>Course Outcomes:</b> Explain atomic structure and basic electrical values such as voltage, current, resistance, and power; calculate electrical values for series, parallel, and combination circuits; calculate voltage drop based on conductor length, type of material, and size; summarize the principles of magnetism; and utilize electrical measuring instruments.</p> <p style="text-align: center;">OR</p> <p><b>Basic Electrical Theory</b> ELPT 1311 or ELPT 1411 (ELPT 1011)</p> <p><b>End-of-Course Outcomes:</b> Explain atomic structure and basic values such as voltage, current, resistance, and power; determine electrical values for combination circuits in direct current (DC) and alternating current (AC) containing resistance, inductance, and capacitance; summarize the principles of magnetism; calculate voltage drop based on conductor length, type of material, and size; and utilize electrical measuring instruments.</p>
<p><b>Construction Technology</b> (1 credit) (CONSTECH) 13005100</p> <p><b>Enhancements:</b> Scale prints with architectural and engineering scales.</p>	<p><b>Architectural Blueprint Reading</b> DFTG 1215 or 1315, (DFTG 1015 CEU)</p> <p><b>Course Outcomes:</b> Identify the importance and use of construction prints; identify the symbols, terminology, and standard abbreviations; explain the sequence of drawing organization; make the calculations and measurements relative to construction; and interpret construction drawings and scales.</p>

<p>Interpret a set of construction contract documents.</p>	<p style="text-align: center;"><b>OR</b></p> <p><b>Residential and Light Commercial Blueprint Reading</b>  <b>CNBT 1300, (CBNT 1000 CEU)</b>  <b>Course Outcomes:</b> Scale prints with architectural and engineering scales; identify construction blueprint symbols and abbreviations; interpret a set of construction contract documents; and correlate elevations, sections, details, plan views, schedules, and general notes.</p>
<p><b>Advanced Construction Technology</b>  <b>(2-3 credits)</b>  <b>(ADVCONST) 13005200</b></p> <p><b>Required Prerequisite:</b>  <b>Construction Technology</b></p> <p><b>Enhancements:</b>  Demonstrate safety practices and procedures.</p> <p>Demonstrate methods and techniques used in various types of site preparation and foundations.</p>	<p><b>Construction Technology I</b></p> <p><b>CNBT 1316, or (CNBT 1016 CEU)</b>  <b>Course Outcomes:</b> Explain safety practices and procedures; demonstrate use of tools and equipment; estimate material requirements from blueprints; and demonstrate proper methods and techniques used in various types of site preparation and foundations.</p>
<p><b>Principles of Architecture and Construction</b>  <b>(1 credit)</b>  <b>(PRINARCH) 13004200</b></p> <p><b>Enhancement:</b>  Describe green and sustainable building practices and standards.</p>	<p><b>Introduction to the Construction Industry</b>  <b>CNBT 1301, (CNBT 1001)</b>  <b>Course Outcomes:</b> Identify types of construction and organizational structures; explain purposes for various construction documents; describe the responsibilities of the construction office and field operations; identify environmental health and safety agency requirements; identify the various construction crafts and trades; and describe green and sustainable building practices and standards.</p>

<p><b>Architectural Design</b> (1 credit) (ARCHDSN) 13004600</p>	<p><b>Architectural Drafting – Residential</b> DFTG 1317 or 1417, (DFTG 1017 CEU)</p> <p><b>Course Outcomes:</b> Utilize architectural terms, symbols, residential construction materials, and processes to produce a set of residential construction drawings including site plan, floor plan, elevations, wall sections, schedules, details, and foundation plan using reference materials.</p>
<p><b>Advanced Architectural Design</b> (1 credit) (ADVARCH) 13004700</p> <p><b>Enhancement:</b> Architectural Design</p>	<p><b>Architectural Drafting – Commercial</b></p> <p>DFTG 2328 or 2428 or (DFTG 2028 CEU)</p> <p><b>Course Outcomes:</b> Apply commercial construction materials and processes; produce a set of commercial construction drawings including a site plan, floor plans, reflected ceiling plan, sections, elevations, schedules, and details.</p>
<p><b>Construction Management</b> (1-2 credits) (CONSTMGT) 13004900</p>	<p><b>Introduction to the Construction Industry</b> CNBT 1201 or CNBT 1301 (CNBT 1001)</p> <p><b>Course Outcomes:</b> Identify types of construction and organizational structures; explain purposes for various construction documents; describe the responsibilities of the construction office and field operations; identify environmental health and safety agency requirements; identify the various construction crafts and trades; and describe green and sustainable building practices and standards.</p>
<p><b>Advanced Construction Management</b> (2-3 credits) (ADVCONSM) 13005000</p> <p><b>Required Prerequisite:</b> Construction Management</p>	<p><b>Construction Management I</b></p> <p>CNBT 2342 or CNBT 2042/2442</p> <p><b>Course Outcomes:</b> Define terms associated with construction supervision, leadership, motivation, problem solving, and decision making. Demonstrate problem solving and decision making skills in construction problems. Apply green and sustainable building codes and standards. Employ techniques for successful contractor interaction including professional protocol and communication.</p>
<p><b>Mill and Cabinetmaking Technology</b> (2 -3 credits) (MACTECH) 13005300</p>	<p><b>Cabinet Making I</b> WDWK 1313 or WDWK 1413 (WDWK 1013)</p> <p><b>Course Outcomes:</b> Identify types and components of a cabinet; label types of joints used in cabinet construction; name the standard sizes of the typical kitchen cabinets; label types of cabinet doors; identify hardware used on cabinets; list the types of materials used on cabinets and counter tops; draw plans; calculate costs; and prepare a bill of materials; demonstrate safe use of hand, portable, and stationary power tools; and lay out, cut, and assemble components using proper joints and fastening devices to construct a cabinet.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Cabinet Making</b> WDWK 1012</p>

	<p><b>Course Outcomes:</b> Identify and label parts of a cabinet; read and interpret and cabinet drawings; demonstrate safe use of portable and stationary power tools; and construct and assemble a cabinet.</p>
<p><b>Piping and Plumbing Technology (1 -2 Credits)</b> <b>(PIPLTECH) 13006000</b></p>	<p><b>Introduction to the Plumbing Trade</b> <b>PFPB 1313 or PFPB 1413 (PFPB 1013)</b></p> <p><b>Course Outcomes:</b> Apply mathematical calculations related to plumbing installation; demonstrate the safe use of hand and power tools; and identify materials used in the plumbing industry.</p>
<p><b>Advanced Piping and Plumbing (2-3 credits)</b> <b>Technology (ADVPIPL) 13006100</b></p> <p><b>Required Prerequisite:</b> Piping and Plumbing Technology</p>	<p><b>Commercial Plumbing I</b> <b>PFPB 1219 or PFPB 1319 (PFPB 1019)</b></p> <p><b>Course Outcomes:</b> Discuss safety requirements; define commercial plumbing terms; identify equipment and tools used in DWV, and water systems; layout and install a DWV and water supply systems.</p>

## Arts, Audiovisual Technology and Communications

Effective School Year 2015 - 2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A". Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<b>Commercial Photography</b> <b>(1-2 Credits)</b> <b>(COMMPHOT) 13009100</b>	<b>Fundamentals of Photography</b> <b>PHTC 1311 or PHTC 1411 (PHTC 1011)</b> <b>Course Outcomes:</b> Explore the use of the camera for photographing in various lighting situations; demonstrate proper use of supplemental lighting; create photographic images; manipulate camera controls for specific outcome; compose a communicative image; and present work for critical discussion.
<b>Graphic Design and Illustration</b> <b>(1 -2 Credits)</b> <b>(GRAPHDI) 13008800</b>	<b>Basic Graphic Design</b> <b>ARTC 1305, ARTC 1405 (ARTC 1005)</b> <b>Course Outcomes:</b> Define basic design terminology; apply the design process using graphic design principles; and demonstrate the use of design tools and equipment.
<b>Advanced Graphic Design and Illustration</b> <b>(2-3 Credits)</b> <b>(ADVGRADI) 13008900</b>  <b>Required Prerequisite:</b> <b>Graphic Design and Illustration</b>	<b>Computer Illustration</b> <b>ARTC 1353 or ARTC 1453 or (ARTC 1053)</b> <b>Course Outcomes:</b> Identify terminology, advantages and limitations of vector software; use vector drawing tools manipulate, create, and edit vector drawings for print or web; and specify file formats.
<b>Printing and Imaging Technology</b> <b>(1-2 Credits)</b> <b>(PRIMTECH) 13009600</b>	<b>Digital Publishing I</b> <b>ARTC 1313 or ARTC 1413 (ARTC 1013 CEU)</b> <b>Course Outcomes:</b> Apply fundamentals of page layout; define typographic terminology and specifications; import text and graphics into page layout programs; discuss file formats and file management techniques.

<p><b>Advanced Printing and Imaging Technology</b> (2-3 Credits) (ADVPRIMT) 13009700</p> <p><b>Required Prerequisite:</b> Printing and Imaging Technology</p>	<p><b>Digital Publishing II</b> <b>ARTC 2313 or ARTC 2413 (ARTC 2013 CEU)</b></p> <p><b>Course Outcomes:</b> Complete projects using thumbnails, roughs, and comprehensives; use industry standard page layout software to create printable advertising and print collateral; coordinate color and use the principles and elements of design.</p>
<p><b>Advanced Audio/Video Production</b> (2 credits) (ADVAVPRO) 13008600</p> <p><b>Enhancement:</b> Synchronize sound files with visuals and animation.</p>	<p><b>Digital Video</b> <b>ARTV 1351 or ARTV 1451 (ARTV 1051 CEU)</b></p> <p><b>Course Outcomes:</b> Use digital video capture and output methods; apply appropriate compression schemes for various output; integrate still graphics and animation into a production; apply principles of video production; and identify the components of a digital video system.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Digital Sound</b> <b>ARTV 1343 or ARTV 1443 (ARTV 1043 CEU)</b></p> <p><b>Course Outcomes:</b> Generate sound files from various sources; select sounds that are appropriate for a project's content; use sound editing software to manipulate and improve sound files; incorporate sound files into a project; and synchronize sound files with visuals and animation.</p>
<p><b>Animation</b> (1 credit) (ANIMAT) 13008300</p>	<p><b>Interactive Digital Media I</b> <b>IMED 1345 or IMED 1445 (IMED 1045 CEU)</b></p> <p><b>Course Outcomes:</b> Develop an interactive digital media presentation integrating different types of media; design a navigation scheme; and demonstrate animation techniques.</p>
<p><b>Advanced Animation</b> (2 credits) (ADVANIM) 13008400</p>	<p><b>Basic Animation</b> <b>ARTV 1303 or ARTV 1403 (ARTV 1003 CEU)</b></p> <p><b>Course Outcomes:</b> Demonstrate animation principles; communicate conceptual ideas through storyboards; execute animation sequences; and develop artwork using traditional or digital tools.</p>

## Business Management and Administration

Effective School Year 2015-2016

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- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<p><b>Principles of Business, Marketing, and Finance</b> (1 credit) (PRINBMF) 13011200</p>	<p><b>Introduction to Business</b> BUSG 1301 (BUSG 1001 CEU)</p> <p><b>Course Outcomes:</b> Identify business functions of accounting, management, marketing, and economics; and describe the relationships of social responsibility, ethics, and law; and describe the scope of global business enterprise.</p>
<p><b>Touch System Data Entry</b> (1 credit) (TSDATAE) 13011300</p>	<p><b>Beginning Keyboarding</b> POFT 1329, or 1429 (POFT 1029 CEU)</p> <p><b>Course Outcomes:</b> Demonstrate basic keyboarding techniques; apply proofreading and editing skills; and create basic business documents.</p>
<p><b>Business English</b> (1 credit) (BUSENGL) 13011600</p> <p><b>Enhancement:</b> Utilize terminology applicable to technical and business writing.</p>	<p><b>Business English</b> POFT 1301 (POFT 1001 CEU)</p> <p><b>Course Outcomes:</b> Apply the basic rules of grammar, spelling, capitalization, number usage, and punctuation; utilize terminology applicable to technical and business writing; develop proofreading and editing skills; and write effective sentences and paragraphs for business applications.</p>



<p><b>Human Resource Management</b> (1 Credit) (HRMGT) 13011900</p>	<p><b>Human Resources Management</b> HRP0 2301 or (HRPO 2001 CEU)</p> <p><b>Course Outcomes:</b> Describe and explain the development of human resources management; evaluate current methods of job analysis, recruitment, selection, training/development, performance management, promotion, and separation; discuss management's ethical, social, and legal responsibilities; assess methods of compensation and benefits planning; and analyze the role of strategic human resource planning in support of organizational mission and objectives.</p>
<p><b>Business Management</b> (1 credit) (BUSMGT) 13012100</p>	<p><b>Principles of Management</b> BMGT 1327, (BMGT 1027 CEU)</p> <p><b>Course Outcomes:</b> Explain various theories, processes, and functions of management; apply theories to a business environment; identify leadership roles in organizations; and describe elements of the communication process.</p>
<p><b>Business Information Management I</b> (1 credit) (BUSIM1) 13011400</p> <p><b>Enhancement:</b> Identify fundamental programming structures.</p>	<p><b>Computer Applications I</b> POFI 1301 or POFI 1401 (POFI 1001 CEU)</p> <p><b>Course Outcomes:</b> Identify the components of a computer system; and perform common tasks used in applications.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Introduction to Computers</b> ITSC 1301 or ITSC 1401 (ITSC 1001 CEU)</p> <p><b>Course Outcomes:</b> Identify the components of a computer system; use common applications; explain the impact of computers on society; identify computer careers; identify fundamental programming structures; identify ethical use of computers; and use basic operating system functions.</p>

<p><b>Business Information Management II</b> (1 credit) (BUSIM2) 13011500</p>	<p><b>Computer Applications II</b> POFI 1341 or POFI 1441 (POFI 1041 CEU)</p> <p><b>Course Outcomes:</b> Apply advanced skills to produce documents using current software applications.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Integrated Software Applications I</b> ITSC 1309 or ITSC 1409 (ITSC 1009 CEU)</p> <p><b>Course Outcomes:</b> Use word processing, spreadsheet, database, and/or presentation software; and integrate applications to produce documents.</p>
<p><b>Business Law</b> (1 credit) (BUSLAW) 13011700</p> <p><b>Enhancement:</b> Differentiate between business ethics and legal issues.</p>	<p><b>Business Law/Contracts</b> BUSG 2305 (BUSG 2005 CEU)</p> <p><b>Course Outcomes:</b> Define fundamental legal terminology regarding contracts, torts, property, and wills; differentiate between business ethics and legal issues; and identify and explain required elements of torts, requirements of contracts, and various consumer laws as applied to business and individuals.</p>
<p><b>Global Business</b> (1 credit) (GLOBBUS) 13011800</p>	<p><b>Introduction to International Business and Trade</b> IBUS 1305 or IBUS 1405 (IBUS 1005 CEU)</p> <p><b>Course Outcomes:</b> Explain terms used in the international business environment; and discuss internal and external factors influencing the conduct of international business.</p>

## Finance

Effective School Year 2015-2016

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High School Course	College WECM Equivalent
<p><b>Accounting I</b> (1 credit) (ACCOUNT1) 13016600</p> <p><b>Enhancement:</b> Define accounting terminology.</p>	<p><b>Introduction to Accounting I</b> ACNT 1303 or ACNT 1403 (ACNT 1003 CEU)</p> <p><b>Course Outcomes:</b> Define accounting terminology; analyze and record business transactions in a manual and computerized environment; complete the accounting cycle; prepare financial statements; and apply accounting concepts related to cash and payroll.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Principles of Accounting</b> ACNT 1325 or ACNT 1425 (ACNT 1025 CEU)</p> <p><b>Course Outcomes:</b> Apply generally accepted accounting principles, concepts, and procedures; and complete the accounting cycle for service and merchandising enterprises.</p>
<p><b>Money Matters</b> (1 credit) (MONEYM) 13016200</p> <p>Teacher must have 36 months of banking work experience</p>	<p><b>Money and Financial Markets</b> BNKG 1340 (BNKG 1040 CEU)</p> <p><b>Course Outcomes:</b> Identify the role of the Federal Reserve and other central banks influencing the money supply; describe principles of monetary and fiscal policy as they relate to the banking industry; describe the characteristics of financial intermediaries, related markets, investments, and funds management.</p>
<p><b>Banking and Financial Services</b> (1 credit) (BANKFIN) 13016300</p> <p>Teacher must have 36 months of banking work experience</p>	<p><b>Principles of Bank Operation</b> BNKG 1303 (BNKG 1001 CEU)</p> <p><b>Course Outcomes:</b> Describe the fundamental banking terminology and functions of credit, deposit, and payment; identify the characteristics of banking products, services, and markets; describe the role of regulatory agencies and bank operations; and describe the role of technology as related to banking operations.</p>

## Health Science

Effective School Year 2015-2016

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- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
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HIGH SCHOOL COURSE	COLLEGE WECM EQUIVALENT
<p><b>Principles of Health Science</b> (1 credit) (PRINHLSC) 13020200</p> <p>OR</p> <p><b>Health Science</b> (1 credit) (HLTHSCI) 13020400</p>	<p><b>Introduction to Health Professions</b> HPRS 1101 or 1201 (HPRS 1001 CEU)</p> <p><b>Course Outcomes:</b> Identify the roles of various health care professionals; outline state and national credentialing and licensing requirements; describe legal and ethical issues affecting the practice of health care professionals; and give examples of professionalism and define the rights and responsibilities of health care professionals.</p> <p style="text-align: center;">OR</p> <p><b>Basic Health Professional Skills</b> HPRS 1204 or 1304 (HRPS 1004 CEU)</p> <p><b>Course Outcomes:</b> Comply with national, state, and local regulatory agencies; respond to basic medical emergencies; perform client monitoring skills; and document health care.</p>
<p><b>Medical Terminology</b> (1/2 credit) (MEDTERM) 13020300</p> <p>AND</p> <p><b>Principles of Health Science</b> (1 credit) (PRINHLSC) 13020200</p> <p>OR</p> <p><b>Health Science</b> (1 credit) (HLTHSCI) 13020400</p> <p>Special Note:</p> <ul style="list-style-type: none"> <li>• Separate training must be obtained for <b>each</b> course</li> </ul>	<p><b>Essentials of Medical Terminology</b> HPRS 1106 or HPRS 1206 (HPRS 1006 CEU)</p> <p><b>Course Outcomes:</b> Define, pronounce, and spell medical terms with the use of medical references as resource tools; use terms in context; build and analyze medical terms; examine word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols.</p> <p style="text-align: center;">OR</p> <p><b>Medical Terminology</b> MDCA 1213 or 1313 (MDCA 1013 CEU)</p> <p><b>Course Outcomes:</b> Define terms and abbreviations which apply to the structural organization of the body; analyze and identify terms and their components from a list, including prefixes, suffixes, roots, and combining forms; identify correct pronunciation, spelling, and definition of medical terms; and correctly interpret the contents of a written patient medical scenario.</p> <p style="text-align: center;">OR</p> <p><b>Medical Terminology I</b> HITT 1205 or 1305 (HITT 1005 CEU)</p> <p><b>Course Outcomes:</b> Identify, pronounce, and spell medical terms; use terms in context; utilize prefixes, suffixes, root words, and plurals to construct medical terms; analyze medical terms; translate abbreviations; and interpret symbols.</p>

<p><b>Medical Microbiology</b> (1 credit) (MICRO) 13020700</p> <p><b>Please note:</b> Medical background required for ATC teacher approval.</p>	<p><b>Clinical Microbiology</b> MLAB 2034 or MLAB 2434 or MLAB 2534</p> <p><b>Course Outcomes:</b> Apply principles of safety, quality assurance and quality control in Clinical Microbiology; evaluate specimen acceptability; describe morphology and physiology of microbes; identify and classify microorganisms; demonstrate sterile technique; perform and interpret antimicrobial susceptibility testing; select additional procedures based on preliminary results; and correlate test results with patient condition(s)</p>
<p><b>Anatomy and Physiology</b> (1 credit) (ANATPHYS) 13020600</p> <p><b>Enhancements:</b> Include elements of Pathophysiology.</p> <p>Include all developmental stages of the human body.</p> <p><b>Please note:</b> Medical background required for ATC teacher approval.</p>	<p><b>Anatomy and Physiology for Allied Health</b> VNSG 1320 or VNSG 1420 (VNSG 1020 CEU)</p> <p><b>Course Outcomes:</b> Identify the structure of each of the major body systems; describe the functions of each of the major body systems; and discuss the interrelationship of systems in maintaining homeostasis.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Anatomy and Physiology for Medical Assistants</b> MDCA 1309 or MDCA 1409 (MDCA 1009 CEU)</p> <p><b>Course Outcomes:</b> Identify and correlate cells, tissues, organs, and systems of the human body; differentiate normal from abnormal structure and function; and identify all body systems, their organs, and relevant pathophysiology.</p>

## Hospitality and Tourism

### Effective School Year 2015-2016

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High School Course	College WECM Equivalent
<p><b>Travel and Tourism Management</b> (1 credit) (TRTORMGT) 13022500</p> <p><b>Enhancements:</b> Discuss the history and growth of travel and tourism and how they relate to the marketplace. Define the role of governments in the travel industry. Identify how tourism is an important source of revenue for a destination. Identify types of travelers.</p>	<p><b>Introduction to Travel and Tourism</b> TRVM 1300 (TRVM 1000 CEU)</p> <p><b>Course Outcomes:</b> Identify the qualifications needed for the many careers in the travel and tourism industry; discuss the history and growth of travel and tourism and how they relate to the marketplace; define the role of governments in the travel industry and identify how tourism is an important source of revenue for a destination; describe types of geography as it relates to travelers, and identify types of travel and travelers; identify the components of the travel and tourism industry, define the channels of distribution, and discuss how the travel product is promoted and marketed.</p>
<p><b>Hospitality Services</b> (1 credit) (HOSPSRVS) 13022800</p>	<p><b>Introduction to Hospitality Industry</b> HAMG 1221 or HAMG 1321 (HAMG 1021 CEU)</p> <p><b>Course Outcomes:</b> Identify the segments and career opportunities in the hospitality industry; discuss current issues facing the hospitality industry; and discuss the impact of customer service.</p>

<p><b>Hotel Management</b> (1 credit) (HOTELMGT) 13022300</p>	<p><b>Front Office Procedures</b> HAMG 1313 (HAMG 1013)</p> <p><b>Course Outcomes:</b> Discuss the various service levels and market segments in the lodging industry as they pertain to the front office area of the hotel; and identify front office responsibilities, accounting procedures, revenue management, checkout and settlement procedures, and night audit functions and verification.</p> <p><b>OR</b></p> <p><b>Guest Room Management</b> HAMG 1342 or 1242 (1042 CEU)</p> <p><b>Course Outcomes:</b> Identify the steps for planning, organizing, and staffing as they relate to guest room operations; explain how housekeeping operations are directed and controlled; explain the budgeting function; and identify cleaning duties, cleaning supplies, and laundry needs of guest room services.</p>
<p><b>Culinary Arts</b> (1 credit) (CULARTS) 13022600</p> <p><b>Enhancements:</b></p> <p>Discuss Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs.</p> <p>Serv-Safe certification MUST be obtained during this course for credit to be granted at the college level.</p>	<p><b>Sanitation and Safety</b> CHEF 1205 or CHEF 1305 (CHEF 1005 CEU)</p> <p><b>Course Outcomes:</b> Identify causes of and prevention procedures for food-borne illness, intoxication, and infection; demonstrate good personal hygiene and safe food handling procedures; describe food storage and refrigeration techniques; explain sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse disposal; and discuss Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs.</p>

## Human Services

### Effective School Year 2015-2016

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High School Course	College WECM Equivalent
<p><b>Lifetime Nutrition and Wellness</b> (1 credit) (LNURTWEL) 13024500</p>	<p><b>Nutrition for the Food Service Professional</b> <b>IFWA 1218 or IFWA 1318 (IFWA 1018 CEU)</b> <b>Course Outcomes:</b> Identify nutrients and their sources, functions, digestion, and metabolism; explain healthy cooking techniques; analyze and modify recipes for healthier food production; and evaluate and prepare diets and menus in accordance with dietary guidelines and restrictions.</p>
<p><b>Child Guidance</b> (2 credits) (CHILDGUI) 13024800</p> <p><b>Enhancements:</b> Application of guidance intervention with a child.</p> <p>Prepare DAP schedule, routines, transitions.</p> <p>Thirty hours (30 hrs.) observation at a child care facility.</p>	<p><b>Child Guidance</b> <b>CDEC 1319 or CDEC 1419 (CDEC 1019 CEU)</b> <b>Course Outcomes:</b> Summarize theories related to child guidance; explain how appropriate guidance promotes autonomy, self-discipline, and life-long social skills in children; recognize the impact and influence of families and culture in guiding children; and promote development of positive self-concept and prosocial behaviors in children. Apply appropriate guidance techniques to specific situations relating to children's behaviors and demonstrate skills in helping children resolve conflicts.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Child Development Associate Training II</b> <b>CDEC 2322 (CDEC 2022 CEU)</b> <b>Course Outcomes:</b> Explain methods to establish and maintain a safe, healthy learning environment, describe ways to support social and emotional development and describe techniques used to provide positive guidance. Utilize skills in writing, speaking, problem-solving, time management, and record keeping.</p>
<p><b>Child Development</b> (1 credit) (CHILDDEV) 13024700</p> <p><b>Enhancement:</b> Discuss types and techniques of observation.</p>	<p><b>Child Growth and Development</b> <b>CDEC 1354 or CDEC 1454 (CDEC 1054 CEU)</b> <b>Course Outcomes:</b> Summarize principles of growth and development in the physical, cognitive, emotional, and social domains; compare and contrast theories of development; discuss the impact of developmental processes on early childhood practices; discuss types and techniques of observation; and explain the importance of play. Demonstrate skills in application of developmental principles and theories, observation techniques and recognition of growth and developmental patterns.</p>



## Information Technology

Effective School Year 2015 - 2016

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High School Course	College WECM Equivalent
<p><b>Principles of Information Technology</b> (1 credit) (PRINIT) 13027200</p> <p><b>Enhancement:</b> Explain the impact of computers on society.</p>	<p><b>Introduction to Computers</b> ITSC 1301 or ITSC 1401 (ITSC 1001 CEU)</p> <p><b>Course Outcomes:</b> Identify the components of a computer system; use common applications; explain the impact of computers on society; identify computer careers; identify fundamental programming structures; identify ethical use of computers; and use basic operating system functions.</p>
<p><b>Computer Maintenance</b> (1 credit) (COMPMTN) 13027300</p>	<p><b>Introduction to Computer Maintenance</b> CPMT 1311 or CPMT 1411 (CPMT 1011 CEU)</p> <p><b>Course Outcomes:</b> Identify modules that make up a computer system and its operation; identify each type of computer bus structure; assemble/setup microcomputer systems and adapter/interface boards; and install/connect associated peripherals.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Personal Computer Hardware</b> ITSC 1325 or ITSC 1425 (ITSC 1025 CEU)</p> <p><b>Course Outcomes:</b> Assemble/setup and upgrade personal computer systems; diagnose and isolate faulty components; optimize system performance; and install/connect peripherals.</p>

<p><b>Telecommunications and Networking</b> (1 credit) (TELECOMN) 13027400</p>	<p><b>Fundamentals of Networking Technologies</b> ITNW 1325 or ITNW 1425 (ITNW 1025 CEU)</p> <p><b>Course Outcomes:</b> Identify and use network transmission media; explain the OSI model; Identify the characteristics of network topologies and protocols; identify the functions of a network operating system and distinguish between centralized, client/server, and peer-to-peer systems; and distinguish between Local Area Networks (LANs) and Wide Area Networks (WANs) and identify the components used to expand a LAN into a WAN.</p>
<p><b>Computer Technician</b> (2 credits) (COMPTECH) 13027500</p> <p><b>Enhancement:</b>  Use computer related test equipment.</p>	<p><b>Computer Systems Maintenance</b> CPMT 1345 or CPMT 1445 (CPMT 1045 CEU)</p> <p><b>Course Outcomes:</b> Describe the functions of components in a computer system; use computer related test equipment; and demonstrate the effective use of maintenance tools.</p>
<p><b>Computer Programming</b> (1 credit) (COMPPROG) 13027600</p>	<p><b>Computer Programming</b> ITSE 1302 or 1402 (ITSC 1002 CEU)</p> <p><b>Course Outcomes:</b> Design, write, test, and document computer programs.</p>
<p><b>Advanced Computer Programming</b> (1 credit) (ADVCOMPP) 13027700</p> <p><b>Required Prerequisite:</b> Computer Programming</p>	<p><b>Advanced Computer Programming</b> ITSE 2359 or ITSE 2459 (ITSE 2059)</p> <p><b>Course Outcomes:</b> Develop well-documented programs containing data structures; and incorporate input/output file handling technique.</p>
<p><b>Digital and Interactive Media</b> (1 credit) (DIMEDIA) 13027800</p>	<p><b>Introduction to Digital Media</b> IMED 1301 or IMED 1401 (IMED 1001 CEU)</p> <p><b>Course Outcome:</b> Utilize the elements and hardware/software components of digital media; produce a digital media presentation; select optimal digital media strategies for various delivery systems; and examine digital media industry career opportunities.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Digital Imaging I</b> ARTC 1302 or ARTC 1402 (ARTC 1002 CEU)</p>

	<p><b>Course Outcomes:</b> Identify terminology, advantages and limitations of image editing software; distinguish bit-mapped resolutions for image acquisitions and output devices; use digital editing and painting tools; use basic half-tone theory in production of images, manipulate, create, and edit digital images for print and for web; specify appropriate file formats.</p>
<p><b>Web Technologies (1 credit) (WEBTECH) 13027900</b></p>	<p><b>Web Design I IMED 1316 or IMED 1416 (IMED 1016 CEU)</b></p> <p><b>Course Outcomes:</b> Identify how the Internet functions with specific attention to the World Wide Web and file transfer; apply design techniques in the creation and optimization of graphics and other embedded elements; demonstrate the use of World Wide Web Consortium (W3C) formatting and layout standards; and design, create, test, and maintain a web site.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Internet/Web Page Development ITSC 1319 or ITSC 1419 (ITSC 1019 CEU)</b></p> <p><b>Course Outcomes:</b> Identify basic Internet concepts and terminology; use electronic communication methods; and develop web pages.</p>

## Law, Public Safety, Corrections and Security

Effective School Year 2015-2016

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High School Course	College WECM Equivalent
<p><b>Law Enforcement I</b> (1 credit) (LAWENF1) 13029300</p>	<p><b>Criminal Investigation</b> <b>CJSA 1342 or CJSA 1442</b> <b>Course Outcomes:</b> Define the goals and objectives of criminal investigation; demonstrate ability to conduct proper crime scene investigations; illustrate the use of forensic science for various statutory offenses; and organize the criminal case including field notes, reports, crime scene activities, and mandatory documentation of statutory warning.</p>
<p><b>Court Systems and Practices</b> (1 credit) (COURTSP) 13029600</p> <p><b>Enhancement:</b></p> <p>List the elements of crimes using the Texas statutes as an illustration.</p>	<p><b>Fundamentals of Criminal Law</b> <b>CJSA 1327</b></p> <p><b>Course Outcomes:</b> Explain the historical and philosophical development of the nature of criminal law; describe definitions and concepts of criminal law and the classifications of crimes and penalties using Texas statutes as illustrations; list the elements of crimes using the Texas statutes as an illustration; and discuss criminal responsibilities as they apply to the criminal statutes. (This course is parallel to the Academic Course Guide Manual (ACGM) course, CRIJ 1310.)</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Court Systems and Practices (Formerly Courts and Criminal Procedures)</b> <b>CJSA 1313</b></p> <p><b>Course Outcomes:</b> Describe the American judiciary system and its structure; identify the roles of judicial officers; identify the trial processes from pretrial to sentencing; and interpret the role of evidence. (This course is parallel to the Academic Course Guide Manual (ACGM) course, CRIJ 1306)</p>

<p><b>Principles of Law, Public Safety, Corrections and Security</b>  <b>(1 credit)</b>  <b>(PRINLPCS) 13029200</b></p> <p><b>Enhancement:</b>  Distinguish between the civil and criminal court systems.</p>	<p><b>Introduction to Criminal Justice</b>  <b>CJSA 1322 (CJSA 1022)</b></p> <p><b>Course Outcomes:</b> Describe and explain the history, philosophy and ethical considerations of criminal justice; define the nature and impact of crime on society and how it is integrated in to the criminal justice system; distinguish between the civil and criminal court systems; and interpret the relationship between the components of the criminal justice system.</p>
<p><b>Security Services</b>  <b>(1 Credit)</b>  <b>(SECSRVS) 133029800</b></p>	<p><b>Introduction to Security /Loss Prevention Management</b>  <b>SLPS 1320 SLPS 1020</b></p> <p><b>Course Outcomes:</b> List the critical components of security management; explain the differences between private security and civil service enforcement; identify personal and property risk assessment; List state statutes related to security/loss prevention; identify regulations for local agencies in connection with criminal action and/or prosecution; and list the recruitment and background investigation process of potential and current employees.</p>

## Manufacturing

Effective School Year 2015-2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A". Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit.
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<p><b>Precision Metal Manufacturing</b> (1 credit) (PRECMAN) 13032500</p>	<p><b>Basic Machine Shop I</b> <b>MCHN 1338 or MCHN 1438 (MCHN 1038 CEU)</b> <b>Course Outcomes:</b> Demonstrate set-up and use of the lathe, milling machine, drill press, power saw, and bench grinder applying good housekeeping, proper safety, and preventative maintenance. Use precision instruments to perform bench work including part layout, drilling, reaming, tapping, press fitting, location of hole centers and surfaces; set up power saws for cutoff operation; demonstrate tooling maintenance, and hazardous material handling. Perform preventative maintenance. Interpret blueprints</p>
<p><b>Advanced Precision Metal Manufacturing</b> (2 credits) (ADVPM) 13032600</p> <p><b>Required Prerequisite:</b> <b>Precision Metal Manufacturing</b></p>	<p><b>Basic Machine Shop II</b> <b>MCHN 1341 or MCHN 1441 (MCHN 1041 CEU)</b> <b>Course Outcomes:</b> Identify machine parts and their functions; select layout tools and techniques; define machine shop terminology; perform basic machine setups; calculate common shop formulas; perform semi-precision layout; execute grinding techniques; demonstrate basic machine operations; and apply proper measuring tools.</p>
<p><b>Advanced Welding</b> (2 credits) (ADVWELD) 13032400</p>	<p><b>Introduction to Welding Fundamentals</b> <b>WLDG 1421 or WLDG 1521(WLDG 1021 CEU)</b> <b>Course Outcomes:</b> Demonstrate safety procedures associated with oxy-fuel and arc process; perform basic welds using oxy-fuel and arc welding equipment; and identify ferrous and nonferrous metals.</p> <p><b>OR</b></p> <p><b>Introduction to Shielded Metal Arc Welding (SMAW)</b> <b>WLDG 1428 or WLDG 1528 (WLDG 1028 CEU)</b> <b>Course Outcomes:</b> Select electrodes and amperage settings for various thicknesses of materials and welding positions; define principles of arc welding; and explain electrode classifications. Perform SMAW operations in various positions using selected electrodes and different joint designs.</p>

## Marketing

Effective School Year 2015-2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A".

Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit.
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<b>Marketing Dynamics</b> (2 credits) (MKTGDYN) 13034700	<b>Principles of Marketing</b> <b>MRKG 1311 (MRKG 1011 CEU)</b>  <b>Course Outcomes:</b> Identify the marketing mix components; explain the environmental factors which influence consumer and organizational decision-making processes; and outline a marketing plan.
<b>Entrepreneurship</b> (1 credit) (ENTREP) 13034400	<b>Small Business Management/Entrepreneurship</b> <b>BUSG 2309 (BUSG 2009 CEU)</b>  <b>Course Outcomes:</b> Identify management skills for a small business; outline issues related to choosing a business, obtaining a return on investment; and create a business plan.

## Science, Technology, Engineering and Mathematics

### Effective School Year 2015-2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A".

Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit.
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

High School Course	College WECM Equivalent
<p><b>Electronics</b> (1 credit) 13036800 (ELECTRO)</p>	<p><b>Electricity Principles</b> CETT 1302/1402 (CETT 1002 CEU)</p> <p><b>Course Outcomes:</b></p> <p>Identify basic principles of electricity (A/C and D/C), voltage, current, and circuitry; apply Ohm's law to electrical calculations; use test equipment to measure continuity voltage, and current values; and use electrical safety practices.</p>
<p><b>Advanced Electronics</b> (2 credits) 13036900-(ADVELECT)</p> <p><b>Required Prerequisite:</b> Electronics</p>	<p><b>Fundamentals of Electronics</b> CETT 1307/1407(CETT 1007)</p> <p><b>Course Outcome:</b></p> <p>Build and test circuits using analog and digital components; visually identify components and component values; build and test series and parallel resistive circuits; check resistors, diodes, and transistors using a multimeter.</p>



<p><b>Engineering Design and Presentation</b> <b>(1 credit)</b> <b>13036500 (ENGDSPR)</b></p> <p><b>Enhancement:</b> Apply lettering techniques.</p>	<p><b>Technical Drafting</b> <b>DFTG 1305 or DFTG 1405 (DFTG 1005 CEU)</b></p> <p><b>Course Outcomes:</b> Create technical sketches, geometric constructions, orthographic projections, pictorial/sectional views, dimension drawings, and apply lettering techniques.</p> <p><b>OR</b></p> <p><b>Basic Computer-Aided Drafting</b> <b>DFTG 1309 or DFTG 1409 (DFTG 1009 CEU)</b></p> <p><b>Course Outcomes:</b> Identify terminology and basic functions used with CAD software; use CAD hardware and software to create, organize, display, and plot/print working drawings; and use file management techniques.</p>
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# Transportation, Distribution and Logistics

Effective School Year 2015-2016

To indicate statewide articulated courses on a student's AAR, use special course explanation code "A". Courses in an articulated coherent sequence may be taken at any grade level (9-12) as long as the final course in the articulated coherent sequence is taken in grade 11 or 12.

- Courses taken in the eighth grade (8<sup>th</sup>) will not be eligible for Advanced Technical Credit.
- All high school courses **must** include enhanced content equivalent to the college courses indicated, and are a minimum of one (1) high school credit unless otherwise noted.
- Teachers approved for ATC courses must hold a baccalaureate degree in the teaching discipline, or a minimum of an associate degree and demonstrated competencies directly related to the subject area to fulfill SACS requirements.

HIGH SCHOOL COURSE	COLLEGE WECM EQUIVALENT
<p><b>Advanced Automotive Technology</b> (2 credits) (ADVAUTOT) 13039700</p> <p><b>Special Note:</b> Teacher must be ASE Certified in:</p> <ul style="list-style-type: none"> <li>• Electrical</li> <li>• Brakes</li> <li>• Engine Performance</li> <li>• Steering and Suspension</li> </ul> <p>Student must pass the National Automotive Student Skills Standards Assessment (NA3SA).</p> <p><b>Enhancement:</b> Describe historical development of the automotive industry.</p>	<p><b>Introduction and Theory of Automotive Technology</b> <b>AUMT 1201 or 1301 (AUMT 1001 CEU)</b></p> <p><b>Course Outcomes:</b> Explain the history of the automobile and career possibilities of the automobile industry; describe safe, professional and responsible work practices; describe proper use of shop tools and equipment; list the eight Automotive Service Excellence (ASE) vehicle subsystems; explain the use of service publications; and identify automotive maintenance.</p> <p style="text-align: center;"><b>AND</b></p> <p><b>Automotive Suspension and Steering Systems</b> <b>AUMT 1316 or 1416 (AUMT 1016 CEU)</b></p> <p><b>Course Outcomes:</b> Utilize appropriate safety procedures; explain operations of suspension and steering systems; diagnose and repair system components, including electronically controlled systems; perform wheel alignment procedures; and perform tire service and repair.</p> <p style="text-align: center;"><b>AND</b></p> <p><b>Automotive Brake Systems</b> <b>AUMT 1310 or 1410 (AUMT 1010 CEU)</b></p> <p><b>Course Outcomes:</b> Utilize appropriate safety procedures; and diagnose and repair hydraulic systems, drum/disc brake systems, and anti-lock brake systems.</p> <p style="text-align: center;">.....</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Introduction to Automotive Technology</b> <b>AUMT 1305 or 1405 (AUMT 1005 CEU)</b></p> <p><b>Course Outcomes:</b> Utilize appropriate safety procedures; describe historical development and career information of the automotive industry; demonstrate safe, professional, and responsible work practices; demonstrate the proper use of shop equipment and tools; describe the eight Automotive Service Excellence (ASE)</p>

vehicle subsystems; use service information; and perform basic automotive maintenance.

**AND**

**Automotive Suspension and Steering Systems  
AUMT 1316 or 1416 (AUMT 1016 CEU)**

**Course Outcomes:** Utilize appropriate safety procedures; explain operations of suspension and steering systems; diagnose and repair system components, including electronically controlled systems; perform wheel alignment procedures; and perform tire service and repair.

**AND**

**Automotive Brake Systems  
AUMT 1310 or 1410 (AUMT 1010 CEU)**

**Course Outcomes:** Utilize appropriate safety procedures; and diagnose and repair hydraulic systems, drum/disc brake systems, and anti-lock brake systems.

# CTE Curriculum and Program Information

## Birdville ISD Career and Technology Courses 2016-2017

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
<b>Business &amp; Industry</b>							
<b>Journalism</b>							
HS	Journalism (Principles Arts AVV & Communications) *		Adobe	13008200	S1280A/B	9-12	1
HS	Advanced Journalism Yearbook 1 (Graphic Design & Illustration) *		Adobe	13008800	S1290A/B	10-12	1
HS	Advanced Journalism Yearbook 2 (Advanced Graphic Design & Illustration) *		Adobe	13008900	S1300A/B	11-12	1
HS	Advanced Journalism Yearbook 3 (Practicum Graphic Design & Illustration)		Adobe	13009000	S1310A/B	12	1
HS	Advanced Journalism Newspaper 1 (Graphic Design & Illustration) *		Adobe	13008800	S1320A/B	10-12	1
HS	Advanced Journalism Newspaper 2 (Advanced Graphic Design & Illustration) *		Adobe	13008900	S1330A/B	11-12	1
HS	Advanced Journalism Newspaper 3 (Practicum Graphic Design & Illustration)		Adobe	13009000	S1340A/B	12	1
HS	Photojournalism (Commercial Photography) *		Adobe	13009100	S1350A/B	9-12	1
<b>Agricultural Food and Natural Resources</b>							
BCTAL	Principles of Agriculture, Food, and Natural Resources			13000200	X0605A/B	9-12	1
BCTAL	Wildlife, Fisheries & Ecology Management		Hunter Safety License		X0630A/B	9-12	1
BCTAL	Livestock Production BLK		A.I. Technician, Animal Groomer, Animal Care	13000300	X05930	10-12	1
BCTAL	Equine Science BLK	ATC		13000500	X05940	10-12	1
BCTAL	Advanced Animal Science (Science Credit)		A.I. Technician, Animal Groomer, Animal Care	13000700	X0592A/B	11-12	1
BCTAL	Advanced Animal Science BLK (Science Credit)		A.I. Technician, Animal Groomer, Animal Care	13000700	X05925	11-12	1
BCTAL	Floral Design (Fine Arts Credit)		Floral Design Certification	13001800	X0602A/B	10-12	1
BCTAL	Floral Design BLK (Fine Arts Credit)		Floral Design Certification	13001800	X06021	10-12	1
BCTAL	Horticulture Science I BLK	ATC	Private Pesticide Applicator License, Texas Master Gardener	13002510	X06008	10-12	1
BCTAL	Advanced Plant & Soil Science BLK (Science Credit)			13002100	X05910	11-12	1
BCTAL	Veterinarian Medical Applications		Veterinarian Technician	13000600	X0515A/B	11-12	1
<b>Architecture and Construction</b>							
HS	Civil Engineering & Architecture			13004200	X0480A/B	10-12	1
BCTAL	Construction Technology		OSHA, NCCER, Welding, Electrical Apprentice	13005100	X0671A/B	9-12	2

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
BCTAL	Advanced Construction Technology 2		OSHA, NCCER, Welding, Electrical Apprentice	13005200	X0672A/B	10-12	2-3
BCTAL	Practicum in Construction Technology 3		OSHA, NCCER, Welding, Electrical Apprentice	13006200	X0673A/B	11-12	2-3
BCTAL	Practicum in Construction Technology 4		OSHA, NCCER, Welding, Electrical Apprentice	13006210	X1674A/B	12	2-3
HS	Interior Design	ATC		13004300	X0920A/B	10-11	1
HS	Advanced Interior Design			13004400	X0930A/B	10-12	1
<b>Transportation, Distribution &amp; Logistics</b>							
HS	Energy, Power & Transportation Systems (Trans/Auto Services)		SP2 Safety & Pollution Certification	13039300	X1900A/B	9-12	1
BCTAL	Automotive Technology			13039600	X1910A/B	10-12	2
BCTAL	Advanced Automotive Technology 2		ASE Automotive Service Technician	13039700	X1920A/B	10-12	3
BCTAL	Advanced Automotive Technology 3		ASE Automotive Service Technician	13040400	X1925A/B	12	3
TCC	Aircraft Technology	Dual Credit	Aircraft Technician	13039500	X0650A/B	11-12	3
TCC	Advanced Aircraft Technology	Dual Credit	Aircraft Technician	13039400	X0660A/B	11-12	3
<b>Arts, Audio Visual Technology and Communication</b>							
HS	Graphic Design & Illustration *		Adobe	13008800	X2850A/B	9-12	1
HS	Advanced Graphic Design & Illustration *		Adobe	13008900	X2860A/B	10-12	1
HS	Animation *		Adobe	13008300	X2870A/B	10-12	1
HS	Advanced Animation *		Adobe	13008400	X2880A/B	11-12	2
HS	Fashion Design			13009300	X1870A/B	10-12	1
HS	Fashion Design 2			12701500	X1871A/B	10-12	1
HS	Practicum Fashion Design 1			13009500	X1875A/B	11-12	3
HS	Practicum Fashion Design 2			13009510	X1871A/B	11-12	3
BCTAL	Audio Video Production 1*		Final Cut Pro, Logic Pro, Photoshop, After Effects	13008500	X0340A/B	10-12	2
BCTAL	Advanced Video Production 2*	ATC	Final Cut Pro, Logic Pro, Photoshop, After Effects	13008600	X0330A/B	11-12	2
BCTAL	Practicum Video Production 3*		Final Cut Pro, Logic Pro, Photoshop, After Effects	13008700	X0335A/B	12	2
BCTAL	Advanced Audio Production 2*	ATC	Final Cut Pro, Logic Pro, Photoshop, After Effects	13008600	X0345A/B	10-12	2
BCTAL	Practicum Audio Production 3*		Final Cut Pro, Logic Pro, Photoshop, After Effects	13008700	X0347A/B	11-12	2
HS	Professional Communications (Speech Credit)			13009900	X0343A/B	09-12	1/2

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
<b>Hospitality and Tourism</b>							
BCTAL	Culinary Arts 1	ATC	Serve Safe, Food Handlers	13022600	X0351A/B	10-12	2
BCTAL	Culinary Arts 2		Serve Safe, Food Handlers	13022700	X0352A/B	11-12	2
BCTAL	Hotel Management BLK	ATC	Serve Safe, Food Handlers	13022300	X25070	10-12	1
BCTAL	Restaurant Management BLK		Serve Safe, Food Handlers	13022400	X25080	10-12	1
BCTAL	Travel and Tourism Management	ATC	Sabre	13022500	X2505A/B	10-12	2
BCTAL	Practicum in Hospitality & Tourism		Sabre	13022900	X2506A/B	12	2
HS	Food Science (Science Credit)			13023000	X0380A/B	11-12	1
<b>Business Management and Administration</b>							
HS	Principles of Business, Marketing and Finance	ATC	ATC	13011200	X2470A/B	9-10	1/2
BCTAL	Practicum Business Management 1*		Microsoft Office Specialist, Adobe	13012200	X2562A/B	11-12	3
BCTAL	Practicum Business Management 2*		Microsoft Office Specialist, Adobe	13012210	X2563A/B	12	3
HS	Business Law	ATC		13011700	X2110A/B	11-12	1
HS	Business English			13011600	X2120A/B	12	1
HS	Business Information Management 1 *	ATC	Microsoft Office Specialist, Adobe	13011400	X2550A/B	9-10	1
HS	Business Information Management 2*	ATC	Microsoft Office Specialist, Adobe	13011500	X2540A/B	10-12	1
<b>Finance</b>							
HS	Principles of Business, Marketing, and Finance			13011200	X2470A/B	9-12	1/2
HS	Accounting 1	ATC		13016600	X2060A/B	10-12	1
HS	Accounting 2	ATC		13016700	X2070A/B	11-12	1
BCTAL	Accounting 1 / Accounting 2 Banking and Financial Services	ATC		13016600/13016300	X20620/X25710	10-12	2
BCTAL	Accounting 1 / Accounting 2	ATC, Dual Credit		13016700/13016300	X20620/X20710	11-12	2
HS	Statistics and Risk Management (Mathematics Credit)			13016900	X2050A/B	10-12	1
<b>Marketing</b>							
HS	Principles of Business, Marketing and Finance			13011200	X2470A/B	9-10	1/2
HS	Advertising and Sales Promotion			13034200	X2420A/B	10-12	1
HS	Marketing Dynamics	ATC		13034700	X2481A/B	11-12	3
HS	Practicum in Marketing Dynamics			13034800	X2491A/B	12	3
HS	Entrepreneurship	ATC		13034400	X2440A/B	11-12	1
HS	Fashion Merchandising & Marketing			13034300	X0915A/B	9-12	1
HS	Sports & Entertainment Marketing			13034600	X2460A/B	10-12	1
<b>Information Technology</b>							
HS	Principles of Information Technology *	ATC		13027200	X09900	9-12	1/2
HS	Digital and Interactive Media *	ATC	Adobe	13027800	X2840A/B	10-12	1
HS	Web Technologies *	ATC	Adobe	13027900	X2590A/B	10-12	1

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
BCTAL	Computer Programming and Game Design *			13027700	X0760A/B	10-12	2
BCTAL	Game Design 2/3 BLK			N1300994/N1300995	X07700/X07800	11-12	1
BCTAL	CISCO Internetworking 1 *		CCNA-Cisco Certified Network Associate, CCENT - Cisco Certified Entry Networking Technician	N1302803	X2591A/B	10-12	2
BCTAL	CISCO Internetworking 2 *		CCNA-Cisco Certified Network Associate, CCENT - Cisco Certified Entry Networking Technician	N1302804	X2592A/B	10-12	2
BCTAL	Computer Maintenance *	ATC	IT Essentials, CompTIA A+, Adobe	13027300	X2811A/B	11-12	2
BCTAL	Computer Technician *	ATC	IT Essentials, CompTIA A+, Adobe	13027500	X2820A/B	12	2
<b>Public Services</b>							
<b>Education and Training</b>							
BCTAL	Principles of Education and Training			13014200	X0440A/B	9-12	1
BCTAL	Human Growth and Development			13014300	X0450A/B	10-12	1
BCTAL	Instructional Practice in Education and Training			13014400	X0415A/B	11-12	2
BCTAL	Practicum in Education and Training			13014500	X0418A/B	12	2
<b>Human Services</b>							
HS	Principles of Human Services			13024200	X0430A/B	9-10	1
BCTAL	Cosmetology 1		Nail Technician, Shampoo Technician, Mylyn Cosmetics & Facial Certification, Advanced Chemical Peel Certification	13025200	X1370A/B	11	3
BCTAL	Cosmetology 2		Cosmetology Operator License	13025300	X1380A/B	12	3
BHS/RHS	Child Development			13024700	X04200	10-12	1/2
HHS	Child Development			13024700	X0421A/B	10-12	1
HS	Lifetime Nutrition and Wellness (Meets Health Graduation Requirement)	ATC		13024500	X03900	10-12	1/2
HS	Dollars and Sense			13024300	X04350	10-12	1/2
HS	Counseling & Mental Health			13024600	X2400A/B	10-12	1
HS	Parenting Education School Age Parents 1			N1302536	X0400A/B	9-12	1
HS	Parenting Education School Age Parents 2			N1302537	X0410A/B	10-12	1
<b>Law, Public Safety, Corrections, and Security</b>							
BCTAL	Court Systems and Practices	ATC		13029600	X2510A/B	10-12	1
BCTAL	Principles of Law, Public Safety, Corrections & Security BLK	ATC		13029200	X25200	10-12	1
BCTAL	Law Enforcement 1	ATC		13029300	X0225A/B	10-12	1
BCTAL	Law Enforcement 2			13029400	X0230A/B	11-12	2
BCTAL	Law, Public Safety, Corrections & Security Practicum			13030100	X0210A/B	11-12	2



Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
BCTAL	Forensic Science			13029500	X0200A/B	11-12	1
BCTAL	Forensic Science BLK (Recommended for 12 grade)			13029500	X02050	12	1
BCTAL	Firefighter			13029500	X0240A/B	11-12	2
<b>Government and Public Administration</b>							
HS	JROTC 1, 2, 3, 4						
<b>Health Science</b>							
HS	Principles of Health Science (Meets Health Graduation Requirement)	ATC		13020200	X26450	9-11	1/2
BCTAL	Principles of Health Science (Meets Health Graduation Requirement)	ATC		13020200	X26451	10-12	1/2
HS	Medical Terminology	ATC		13020300	X23900	9-12	1/2
BCTAL	Clinical Rotations 1 (Meets Health Grad Requirement)	ATC	CPR, Patient Care Technician	13020400	X26510	11-12	2
BCTAL	Clinical Rotations 2 (Meets Health Graduation Requirement)		CPR, Patient Care Technician	13020510	X26800	12	2
BCTAL	Pharmacology			13020510	X2671A/B	11-12	2
BCTAL	Pharmacology Clinical		Pharmacy Technician	13020510	X2670A/B	11-12	3
BCTAL	Emergency Medical Technician (EMT)	CE Credit TCC	Emergency Medical Technician	13020500	X2690A/B	12	2
BCTAL	Anatomy and Physiology/Pre-AP (Science Credit)	Dual Credit		13020600	X0491A/B	10-12	1
HS	Anatomy and Physiology/Pre-AP (Science Credit)	ATC		13020600	X0490A/B	10-12	1
BCTAL	Anatomy and Physiology 1	Dual Credit		13020600	X0492A		
BCTAL	Anatomy and Physiology 2	Dual Credit		13020600	X0492B		
BCTAL	Medical Microbiology (Science Credit)			13020700	X27901	11-12	1/2-1
BCTAL	Pathophysiology (Science Credit)			13020800	X27903	11-12	1/2-1
HS	Sports Medicine 1 (Principles of Health Science) (Meets Health Graduation Requirement)			13020200	X2672A/B	9-12	1
HS	Sports Medicine 2 (Health Science) (Meets Health Graduation Requirement)			13020400	X2673A/B	10-12	1
HS	Sports Medicine 3 (Practicum in Health Science)			13020500	X2674A/B	11-12	2
<b>STEM (Science, Technology, Engineering and Mathematics)</b>							
<b>Science, Engineering &amp; Technology</b>							
BCTAL	Principles of Technology (Physics Credit)			13037100	X0520A/B	10-12	1
BCTAL	Principles of Technology BLK (Physics Credit)			13037100	X05250	10-12	1
HS	Introduction to Engineering Design (PLTW) *	PLTW		N1303742	X0477A/B	9-12	1
HS	Civil Engineering & Architecture			13004200	X0480A/B	10-12	1
HHS	Engineering Mathematics (Mathematics Credit)			13036700	X0470A/B	11-12	1
BCTAL	Engineering Mathematics (Mathematics Credit)			13036700	X0471A/B	11-12	1
BCTAL	Principles of Engineering (PLTW) * (Science Credit)	PLTW		N1303743	X0478A/B	10-12	1
BCTAL	Computer Integrated Manufacturing			13032200	X0482A/B	10-12	1

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
BCTAL	Digital Electronics (PLTW)* (Mathematics Credit)	PLTW		N1303744	X0479A/B	10-12	1
BCTAL	Aerospace Engineering (PLTW)*	PLTW		N1303745	X0481A/B	10-12	1
BCTAL	Robotics and Automation 1 *			13037000	X0474A/B	10-12	2
BCTAL	Robotics and Automation 2 *			13037400	X0475A/B	10-12	2
BCTAL	Robotics and Automation 3 *			13037410	X0476A/B	11-12	2
BCTAL	Rocket Engineering 1 with extension, Scientific Research & Design (Science Credit)			13037200	X0461A/B / X0462A/B	10-12	2
BCTAL	Rocket Engineering 2, Engineering Design & Problem Solving (Science Credit)			13037300	X0463A/B	11-12	1
BCTAL	Rocket Engineering 2 with extension, Engineering Design & Problem Solving (Science Credit)			13037210	X0463A/B / X0464A/B	11-12	1
HS	Computer Science & Software Engineering - 1st Year (PLTW)			N1303768	X0010A/B	9-12	1
HS	Computer Science Applications - 2nd Year (PLTW)			N1303768	X0020A/B	10-12	1
HS	Computer Science AP (Mathematics Credit)			N1303768	X0030A/B	10-12	1
<b>Middle Schools</b>							
MS	College & Careers			12700400	M03000		
MS	Exploring Careers 6			12700300	M69000		
MS	Exploring Careers 7/8			12700300	M86100		
MS	Career Portals- Science Technology Engineering & Mathematics YR			12700400	M86200		
MS	Career Portals- Science Technology Engineering & Math 6 - YR			12700400	M66200		
MS	Career Portals- Science Technology Engineering & Math 6 - SM			12700400	M22201		
MS	Touch System Data Entry non-credit			12700400	M86550		
MS	Touch System Data Entry non-credit 6 - YR			12700400	M66550		
MS	Touch System Data Entry non-credit 6 - SM			12700400	M66551		
MS	Touch System Data Entry non-credit 7 - YR			12700400	M76550		
MS	Touch System Data Entry non-credit 7 - SM			12700400	M76551		
MS	Business Information Management *			13011400	M87600		1
MS	Principles of Manufacturing *			13032200	M86500		1/2-1
MS	Principles of Information Technology*			1327200	M87500		1/2-1
MS	Principles of AV Technology and Communications*			13008200	M87000		1/2-1
MS	Gateway to Technology 1 Design, Modeling, and Automation*			N1303756	M04775		1/2
MS	Gateway to Technology 2 Applied Science and Technology *			N1303757	M04780		1/2
MS	Gateway to Technology 3 Energy, Environment and Flight*			N1303758	M04785		1/2
MS	Gateway to Technology 4 Architecture & Bio Medical*			N1303759	M04790		1/2
MS	Principles of Human Services			13024200	M86000		1/2-1

Site	CTE Course	ATC/Dual	Certification/Licensure	PEIMS #	Course #	Grade	Credit
MS	Principles of Hospitality and Tourism			13022200	M86400		1/2-1
MS	Principles of Business, Marketing & Finance			13011200	M89300		1/2-1
MS	Touch System Data Entry			13011300	M89200		1/2-1

\*Meets Technology Requirement

BCTAL-Birdville Center of Technology and Advanced Learning

HHS-Hakom High School

RHS-Richland High School

HS-High School

MS-Middle School

Student Organizations  
and  
National Technical  
Honor Society

## Career and Technology Education Student Organization Competition Guidelines

### 2016-17 School Year

BISD supports CTSO competitions and expects CTE teachers to provide opportunities for students to be involved in these leadership activities. Additionally, budgeting for student competitions is a priority for CTE, and the district is very generous in providing funds for student participation. In an attempt to eliminate problems that have occurred in past years with CTE student competitors, we have developed guidelines that will be followed for the 2016-2017 school year.

1. CTE teachers will be required to complete the CTSO Advisor Approval Form by October 3<sup>rd</sup> in order to receive CTE funds to support competitions and to receive end of the year stipend if the requirements are met.
2. CTE teachers receive stipends for advising a student organization if they take their students to approved competitions. An Awards and Recognition form must be completed and submitted for each level of competition in order to receive a stipend.
3. Students competing in the first level of competition will have transportation provided by district school bus. All other expenses, including registration, hotel and meals will be paid by respective organization and/or students.
4. CTE will pay travel expenses for area/district/regional winners who advance to state competition and state winners in an active competitive event that advances to nationals. There will be student meal funds provided to the extent the budget allows. The students need to be **actively** competing in an event and will need to have won on the area, district, regional or state level in order to advance to the next level. If students choose to take a project, they also need to be participating in an event in which they have won and that requires their attendance and participation in the competition at the conference.
5. Teachers will be expected to make sure that students have required uniforms, equipment, supplies, etc. needed for their various competitions.
6. Teachers will be expected to travel with their students to all levels of competition. If there are extenuating circumstances that prevent a teacher from traveling to each level, a teacher from the affected students' campus needs to be appointed, and this situation needs to be approved by campus principal and CTE Director before students compete at the district, area, regional level.
7. Students will be required to compete in events for which they are registered or reimburse the district for their expenses if they do not show up for their scheduled events.
8. Students and teachers are commended for hard work and preparation for events. National winners are recognized before the BISD Superintendent, Cabinet and Board of Trustees.



# CTSO/ROBOTICS/ROCKETRY ADVISOR APPROVAL FORM

Name: \_\_\_\_\_

Campus: \_\_\_\_\_

CTE Courses Taught: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Projected Membership: \_\_\_\_\_

Projected Number of Competitions: \_\_\_\_\_

Name of Competitions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved by: \_\_\_\_\_



Career and Technology Education Department

**TO:** CTE Teachers  
**FROM:** Linda Anderson  
**SUBJECT:** Travel Update

**Traveling with students**

When traveling with students, submit your travel form and expenses at least 3 weeks prior to trip. Complete the Traveling with Students form to start the process on checks for hotel, transportation and registration. Each teacher traveling should submit a travel form for themselves and their students; however, one teacher from each organization should be the contact person for coordinating hotel, transportation, etc. Submit copies of signed Parent Permission Form, Student Conduct Practices & Procedures Form and the Medical Release Form one week prior to trip. For out-of-state travel with students, submit your field trip request for approval and provide travel information to Lisa Carnes. The district only pays for students advancing to the next level of competition. Please complete the Awards and Recognition Form and submit to Lisa Carnes, the CTE Administrative Assistant, upon completion of each trip. Lisa will make all hotel reservations for groups and schedule transportation based on information provided.

**Out-of-District Travel for Teachers**

BISD online travel form needs to be completed and approved before any travel plans are set. Complete and email the travel form to Dee Dee Bocanegra who will forward the form to Dr. Anderson for department approval. The business office will return your approved travel form to you; please keep this for return trip reimbursements. Reimbursements have to be requested within 2 weeks of completed trip. Inter-school mail a copy of the approved travel form with any non meal receipts along with proof of attendance; conference name badge, agenda or any other information that would prove attendance. Include a printed copy of a google map from your home campus to your destination for mileage reimbursement. You will be reimbursed a per diem daily amount for meals, no receipts are required. The CTE Administrative Assistant will make large group hotel arrangements and transportation.



Career and Technology Education Department

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**PARENT PERMISSION FORM**  
\_\_\_\_\_ School Year

I/We, the parent(s)/guardian(s) of \_\_\_\_\_, give our expressed permission for him/her to participate in the \_\_\_\_\_ to be held in \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_. I/We further agree to indemnify and hold harmless, BIRDVILLE I.S.D. and the teacher, and any volunteer leaders or directors, for any harm which might befall my/our son/daughter. I/We understand that both prudent and reasonable care will be taken to insure his/her safety.

I/We also give my/our express permission for you to seek emergency medical treatment, to include surgery, should such an emergency arise, for our son/daughter.

Students are expected to compete at each level or pay the district expenses incurred, including registration, hotel, airfare, etc. If a student does not show up for a competition, the student is responsible for reimbursing the district for funds expended on his or her behalf.

I/We understand and agree to the above conditions and rules on the Student Conduct Practices and Procedures document as indicated by my/our signature(s) below.

Parent's/Guardian's Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

**My signature signifies that I agree to abide by Student Conduct Practices and Procedures document.**

Student's Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_







*Career and Technology Education Department*

## Medical Release Form

\_\_\_\_\_ School Year

Student Name \_\_\_\_\_  
First Last

I give our permission for the health center or hospital staff to administer the necessary aid immediately to my child \_\_\_\_\_ should he or she become injured or sick and to do so without having to wait until I am contacted.

Parent's/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_  
Street City Zip Code

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Insurance Company \_\_\_\_\_

Policy No. \_\_\_\_\_

Any Medicine or Food Allergies \_\_\_\_\_

Family Doctor \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_  
Parent's/Guardian's Signature Date



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*Career and Technology Education Department*

## **STUDENT CONDUCT PRACTICES AND PROCEDURES**

This activity is school sponsored; and therefore, all school rules of conduct apply. Students violating any of the Student Conduct Practices and Procedures below will be subject to appropriate disciplinary measures for the infraction, including, but not limited to disqualification to compete at the next level.

1. CTE competitions are for the purpose of developing knowledge, skills and leadership. Although there may be some opportunities for tours, the **first priority** is for students to compete and participate in ALL meetings and activities of the conference from start to finish.
2. Students with conflicts such as UIL competitions, sports events, family obligations, etc., will need to choose between the CTE competition and any other obligation.
3. The district supports students that compete in a competitive event that advances from one level of competition to the next level (i.e. area winner in event that advances to state; state winner in an event that advances to nationals). Students attending a conference to take a test that allows all students that score above a particular score to advance is not considered a competition and will not be eligible for district travel.
4. To the extent funds are available, the district will support competitors that advance from the first level of competition to state and from state to nationals. The only funds available for the first level of competition will be school buses to transport students and advisors to the competition.
5. Students are expected to compete at each level or pay the district for expenses incurred, including registration, hotel, airfare, etc. If a student does not show up for a competition, the student is responsible for reimbursing the district for funds expended on his or her behalf.
6. The district is not responsible for paying for extra chaperones, including registration, transportation, hotel, meals or substitutes (in the case of district employees).
7. All students will travel together with teacher supervision to conferences/competitions.
8. Students and teachers shall attend all general sessions and activities of the conference.
9. Students are expected to be prompt and prepared for all activities.
10. All students and teachers are expected to represent their campuses and the school district in a professional manner at all times (including social media posts).
11. Students of the opposite gender are not allowed in one another's hotel rooms.
12. No student shall leave the hotel except for authorized events unless teacher grants permission.



*Career and Technology Education Department*

**STUDENT CONDUCT PRACTICES AND PROCEDURES**

13. **Students and teachers** are expected to keep one another informed of their whereabouts at all times, and both students and teachers should have a means to contact one another while attending the conference/competition.
14. Under no circumstances shall students take taxi cab or any other form of public or private transportation unless accompanied by a teacher.
15. The purpose of the CTE conferences is for competitions, skill development and leadership development; therefore, students and teachers should not plan visits with family or friends while attending the conference(s).
16. Students are expected to spend their night(s) at designated hotel and in assigned room. **They will be quiet at curfew.**
17. No alcoholic beverages or narcotics in any form shall be possessed by students at any time, under any circumstances.
18. No smoking will be permitted, including e-cigarettes.
19. Identification badges shall be worn at all official functions, and it is recommended that badges be worn at all times.
20. All students shall dress appropriately for each occasion.
21. All damages to any property or furnishing in the hotel rooms or building must be paid by the individual student.
22. Teachers shall be responsible for students' conduct.
23. Teachers may impose more stringent conduct policies at their discretion.

I/We understand and agree to "Student Conduct Practices and Procedures" indicated by my/our signature(s):

Parent's/Guardian's Signature(s) \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# TEACHER TRAVELING WITH STUDENTS

Career and Technology Education  
TRAVEL FORM

Teacher \_\_\_\_\_ Application Date \_\_\_\_\_

Student Organization \_\_\_\_\_

Destination (city) \_\_\_\_\_

Name of Conference \_\_\_\_\_

Departure Date \_\_\_\_\_ Departure Time \_\_\_\_\_ am pm

Return Date \_\_\_\_\_ Return Time \_\_\_\_\_ am pm

## Teacher Travel Expenses

<b>Transportation:</b> (charter, airline tickets, etc.)						
\$ _____	X	_____				\$ _____
Fare amount		# of teachers				<b>TOTAL</b>
<b>Meals:</b>						
\$46.00 Daily Total (per teacher/advisor)	X	_____	X	_____		\$ _____
		# of days		# of teachers		<b>TOTAL</b>
Note: Departure/Arrival before 1pm = .5 day, Departure/Arrival after 1pm = 1 day						
<b>Hotel:</b>						
\$ _____	+	_____	X	_____	X	\$ _____
Daily rate		LOCAL TAX		# of days	# of rooms	<b>TOTAL</b>
<b>Registration Per Person:</b>						
\$ _____			X	_____		\$ _____
Registration fee				# of teachers		<b>TOTAL</b>

## Student Travel Expenses

<b>Transportation:</b> (charter, airline tickets, etc.)						
\$ _____	X	_____				\$ _____
Fare amount		# of students				<b>TOTAL</b>
<b>Hotel:</b>						
\$ 0	+	_____	X	_____	X	\$ _____
Daily rate		LOCAL TAX		# of days	# of rooms	<b>TOTAL</b>
<b>Registration Per Person:</b>						
\$ _____			X	_____		\$ _____
Registration fee				per person		<b>TOTAL</b>
<b>Meals Per Person</b>						
\$ _____	X	_____	X	_____		\$ _____
Daily rate		# of days		# of students		<b>TOTAL</b>

Complete the following information for advance travel.

**Checks or Purchase Orders Needed - In Advance** (hotel, food, transportation, registration fees)

Vendor	Description	Amount	Deadline for Pick-up
Name Address  Phone ( )			
Name Address  Phone ( )			
Name Address  Phone ( )			
Name Address  Phone ( )			

**For Reimbursement Paid Upon Return**

**FILL IN ON THE FRONT PAGE**

Vendor	Description (include mileage)	Amount	Estimate (prior to trip)	ACTUAL (upon return)
Name Address  Phone ( )				
Name Address  Phone ( )				

Please keep a copy for your records.

Submit Form



BIRDVILLE INDEPENDENT SCHOOL DISTRICT

*Awards and Recognitions*

Note: Please use this form for student or teacher awards and recognitions. When you have completed the form, please click submit to send the form to the CTE office.

Date: \_\_\_\_\_

School Year: \_\_\_\_\_

Campus: \_\_\_\_\_

Teacher/Staff Member: \_\_\_\_\_

Subject Area/Program: \_\_\_\_\_

Student Organization: \_\_\_\_\_

*Careers and Technology Education Awards and Recognitions*

Teacher or Student	Name	Competition	Awards (Rank) Recognitions	Advance to State?	Advance to Nationals?
Example: Student	Amy Simpson	Basic Office Procedures	1st	Yes	N/A
Example: Student	Susie Hampton	N/A	District Secretary	No	N/A
Example: Teacher	Judy Giggers	N/A	District Teacher of the Year	Yes	N/A

ADDITIONAL INFORMATION: (Memo to Dr. Linda Anderson)

# Travel Information



Career and Technology Education Department

**TO:** CTE Teachers  
**FROM:** Linda Anderson  
**SUBJECT:** Travel Update

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# **Travel Guidelines for Out-of-District and In-District Travel**

## **Birdville Independent School District**

Revised July 27, 2016

### **Introduction**

Persons authorized to travel for business and educational purposes on behalf of Birdville ISD shall be reimbursed for all usual and reasonable travel related expenses made on behalf of and in connection with District business according to District rates. Employees are expected to select economical and practical accommodations, arrangements, and services in accordance with the needs of the trip. Travel should begin/end within a reasonable time before/after the business event. Expenses incurred outside of that reasonable timeframe will not be reimbursed. All employees, as well as supervisors approving travel, are responsible for compliance with the provisions of the District's Travel Expense Guidelines. Requests for exceptions to these guidelines must be made in writing prior to taking the trip and approved by the Director of Business or designee. The guidelines and forms are at:

<http://schools.birdvilleschools.net/domain/2870>.

### **Definitions**

*In-District Travel* – All travel within the Birdville ISD boundaries.

*Out-of-District Travel* – All travel outside Birdville ISD boundaries.

*Overnight travel:* Travel that is at least 75 miles from the employee's regular worksite, and that both the employee and supervisor deem to require that the employee stay overnight. Travel within a 75 mile radius of the employee's regular worksite is automatically considered local.

*GSA allowable rate:* Federal government-prescribed lodging and meal rate available at <http://www.gsa.gov/portal/category/21287>. The rate varies by locale, and is per day, not based on an average of all days. Details on the applicability of GSA lodging and meal rates are on page 3.

## **OVERNIGHT TRAVEL GUIDELINES**

### **The Traveling Employee's Responsibilities**

#### **Two weeks before traveling:**

Each traveling employee must obtain written supervisor approval via the out-of-district travel form (Application for Travel and Expense Form). One travel form for several employees will not be accepted. Department and campus secretaries typically assist employees with completing the travel form.

#### **Just before and during travel:**

1) The employee must carry the Hotel Occupancy Tax Exemption Form (available on the travel website, and completed by a secretary) to ensure exemption from sales taxes when checking into the hotel. The District will not reimburse Texas sales taxes on a hotel room. If the employee has to pay hotel parking, the employee must also carry the Texas Sales and Use Tax Exemption Certification (available on travel website) to ensure exemption from sales tax for parking expense. The District will not reimburse Texas sales taxes on hotel parking.

2) When checking out, the employee must be sure to obtain a **detailed hotel receipt**, as the District and the Internal Revenue Service require an itemized hotel bill before reimbursing hotel expense. **The bill must be itemized to validate actual purchases.** Credit card receipts are not an acceptable substitute.

#### **After traveling, within 10 days of returning:**

1) The employee must submit the following to the campus or department secretary: a) If the employee went to a conference, proof of attendance such as a copy of the conference certificate, name badge, brochure, receipt or other; b) if lodging was required, the hotel receipt; c) if use of personal vehicle

occurred, a copy of [www.mapquest.com](http://www.mapquest.com) (or similar site) showing the distance between the employee's regular worksite and the conference location.

2) The employee does not have to submit actual receipts to receive reimbursement for meals.

**\*\*Federal and State Funded Travel: Employees traveling on federal and state grant dollars must provide a signature and check the box at the bottom of the travel form certifying that the requested meal reimbursement amount is the lesser of the per diem allowed or the actual cost incurred. The lesser of these two amounts should be the actual requested meal reimbursement for the trip.**

### **Supervisor and Campus/Department Secretary Responsibilities**

**At all times**, supervisors and secretaries must ensure that the traveling employee is informed of these District travel guidelines. The Director of Business must approve any exceptions. Secretaries must ensure that the travel form is completed correctly. Incomplete or incorrect forms will be returned.

#### **Prior to the commencement of employee travel:**

- 1) Since reimbursement rates change periodically, the latest version of the travel form should always be downloaded from the District website at <http://schools.birdvilleschools.net/domain/2870>.
- 2) The secretary must ensure that all applicable portions of the "Estimated Expenses" column are completed prior to the trip. This includes meals, fees, hotels, airlines, mileage costs or other expected expenses. Mileage should be estimated in advance and then adjusted after the trip, using an electronic mapping source such as [www.mapquest.com](http://www.mapquest.com). The "Prior Trip Payments" section must include all advances to be paid by the District to the conference for fees, or to a hotel, airline or travel agent.
- 3) The secretary must complete the Budget Code section, and ensure funds are available based upon the estimated travel costs. For travel using federal grant funds, if the lodging rate is greater than the GSA allowable rate for that locale, the secretary must apportion the GSA limit to the grant budget code, and the overage to a non-grant budget code.
- 4) The supervisor must authorize the travel via signature. Out-of-state travel must also be submitted to and approved by the appropriate cabinet member. The supervisor or secretary must then submit the travel form to the Director of Business. Travel *using federal funds* must be submitted to the Grant Specialist who will validate the per diem allowance(s) and route the request to the Director of Business.
- 5) Secretaries must separately submit check requests for Prior Trip Payments via the financial system. A check payable to the hotel may be requested from Accounts Payable, with proper documentation and two week's notice. Otherwise, the employee will have to pay the hotel expenses personally and request reimbursement upon return. The employee may be reimbursed for hotels or airlines paid in advance, if the travel is approved. **The employee cannot receive meal or mileage money in advance.**

#### **After the employee returns from travel:**

Based on inputs from the employee regarding any changes in the actual travel completed, secretaries must complete the "Post Trip Payments" section of the travel form and submit it to Accounts Payable. Secretaries must also submit post-trip reimbursement requests for the employee via check request.

### **Types of Reimbursable Travel Expenses**

#### **Airfare (receipts required)**

The cost of tickets paid by the employee for official travel on commercial airlines is reimbursable when this mode of travel is more economical than driving and when the employee is requesting reimbursement/advance for an airfare not exceeding the average coach fare. Special discounted fares should be used when available, and trips should be planned far enough in advance to qualify for discounted fares. If airfare is purchased over the Internet, Accounts Payable will need the printed page with your confirmation number that shows the employee paid for the ticket on their personal credit card.

**Private Automobile (Mapquest map or similar site printout required)**

- 1) The maximum mileage rate for use of privately owned vehicles is the current Texas Comptroller of Public Accounts mileage rate. The travel form will be updated as the state rate changes.
- 2) Travelers should select the shortest and most economical route for their trip. **Mileage begins from the traveler's regular worksite, not from the traveler's home.**
- 3) Generally, if two or more employees from the same campus/department are going to attend the same function, on the same date and time, they should carpool together. The employee's immediate supervisor must approve exceptions to this reimbursement rule prior to travel.
- 4) Reimbursements for taxi fares, personal and District vehicle parking fees, tollbooth fees, and telephone and fax calls are authorized at **reasonable costs** in conjunction with their business use. Receipts are required for all fares and fees.
- 5) **Car rentals** should be used when less expensive than taxi fares. Rental and mileage charges will be paid for business purposes only. **Mileage for personal travel is not authorized or payable.**

**\*\*NOTE:** Any *employee* who uses their own credit card to rent a vehicle for District (non-personal) business should purchase the liability insurance coverage offered by the rental company. Be sure and request the physical damage insurance with down-time coverage. Please contact the Business Office for questions.

**Meal Per Diem Allowance (receipts NOT required) OVERNIGHT TRAVEL ONLY**

- 1) The meal per diem allowance for in-state travel is capped at \$46.00. Birdville ISD travel forms will be updated periodically to reflect the current state reimbursement rate. District policy permits meal per diem for out-of-state travel at the GSA rate for that locality.
- 2) For travel using federal and state grant funds, reimbursement will be at the lower of the specified per diem rate or actual cost.
- 3) For overnight travel, the first and last day will each be reimbursed at 75% of the applicable full-day per diem amount. Intervening days will be reimbursed at 100% of the applicable full-day per diem.
- 4) If meals are provided by conference or vendors, please comment in the "Notes" section of Travel Form that a specific meal was provided and reimbursement was reduced by \$\$ . The allocation for each meal provided is: **\$10 – Breakfast, \$13 – Lunch, \$23 – Dinner.**
- 5) Meal Reimbursement for non-overnight travel is no longer allowed.

**Lodging (receipts required)**

- 1) Lodging should be limited to a reasonable and economical option. Employees should try to find accommodation at state-negotiated contract rates when possible. Contract rates are available here: [http://portal.cpa.state.tx.us/hotel/hotel\\_directory/index.cfm](http://portal.cpa.state.tx.us/hotel/hotel_directory/index.cfm).
- 2) For federally funded travel, lodging expense should not exceed the GSA rate established for that locality at <http://www.gsa.gov/portal/category/21287>. Personnel authorized to travel using federal funds should be aware of the maximum rate allowable. Questions on allowable rates should be directed to the appropriate program administrator.
- 3) Double occupancy of rooms should be utilized whenever possible. When sharing a room, please list with whom you shared a room in the "Notes" section of the Application for Travel and Expense Report.

**OUT-OF-DISTRICT TRAVEL (no overnight stay) and  
IN-DISTRICT TRAVEL GUIDELINES (mileage data required) (Application  
for Travel & Expense Report not required)**

- 1) The immediate supervisor must approve reimbursement for in-district and out-of-district (no overnight stay) travel mileage. Employees must request reimbursement via the In/Out of District Mileage Form, which is also available at <http://schools.birdvilleschools.net/domain/2870>. The form must be completed in its entirety. The employee and supervisor must sign the form before it is submitted to the Accounting Secretary. Mileage reimbursement should be requested at least quarterly, and submitted via check request.
- 2) In-District mileage is reimbursed for business trips in excess of the normal commute. Trip mileage must begin from the employee's regular worksite and end at that day's worksite (round-trip). Mileage is reimbursed at the pre-populated current mileage rate, and the total dollar reimbursement auto-calculates.
- 3) Employees receiving a travel stipend will not be reimbursed for in-District mileage.

**NOTE: Meal Reimbursement for non-overnight travel is no longer allowed.**

**Student Meal Allowance**

Students traveling for District purposes may be provided a meal allowance up-to \$10 per meal.

# Texas Hotel Occupancy Tax Exemption Certificate

Provide completed certificate to hotel to claim exemption from hotel tax. Hotel operators should request a photo ID, business card or other document to verify a guest's affiliation with the exempt entity. Employees of exempt entities traveling on official business can pay in any manner. For non-employees to be exempt, the exempt entity must provide a completed certificate and pay the hotel with its funds (e.g., exempt entity check, credit card or direct billing). This certificate does not need a number to be valid.

Name of exempt entity <b>Birdville Independent School District</b>	Exempt entity status (Religious, charitable, educational, governmental) <b>Educational</b>
Address of exempt organization (Street and number) <b>6125 East Belknap Street</b>	
City, State, ZIP code <b>Haltom City, TX 76117</b>	

**Guest certification:** I declare that I am an occupant of this hotel on official business sanctioned by the exempt organization named above and that all information shown on this document is true and correct. I further understand that it is a criminal offense to issue an exemption certificate to a hotel that I know will be used in a manner that does not qualify for the exemptions found in the hotel occupancy tax and other laws. The offense may range from a Class C misdemeanor to a felony of the second degree.

Guest name (Type or print)	Hotel name
Guest signature <b>sign here</b> ▶	Date

## Exemption claimed

Check the box for the exemption claimed. See Rule 3.161: Definitions, Exemptions, and Exemption Certificate.

- United States Federal Agencies or Foreign Diplomats.** Details of this exemption category are on back of form. This category is exempt from state and local hotel tax.
- Texas State Government Officials and Employees.** (An individual must present a Hotel Tax Exemption Photo ID Card). Details of this exemption category are on back of form. This limited category is exempt from state and local hotel tax. Note: State agencies and city, county or other local government entities and officials or employees are not exempt from state or local hotel tax, even when traveling on official business.
- Charitable Entities.** (Comptroller-issued letter of exemption required.) Details of this exemption category are on back of form. This category is exempt from state hotel tax, but not local hotel tax.
- Educational Entities.** Details of this exemption category are on back of form. This category is exempt from state hotel tax, but not local hotel tax.
- Religious Entities.** (Comptroller-issued letter of exemption required.) Details of this exemption category are on back of form. This category is exempt from state hotel tax, but not local hotel tax.
- Exempt by Other Federal or State Law.** Details of this exemption category are on back of form. This category is exempt from state and local hotel tax.

**Permanent Resident Exemption (30 consecutive days):** An exemption certificate is not required for the permanent resident exemption. A permanent resident is exempt the day the guest has given written notice or reserves a room for at least 30 consecutive days and the guest stays for 30 consecutive days, beginning on the reservation date. Otherwise, a permanent resident is exempt on the 31st consecutive day of the stay and is not entitled to a tax refund on the first 30 days. Any interruption in the resident's right to occupy a room voids the exemption. A permanent resident is exempt from state and local hotel tax.

Hotels should keep all records, including completed exemption certificates, for four years.

**Do NOT send this form to the Comptroller of Public Accounts.**

# Texas Sales and Use Tax Exemption Certification

*This certificate does not require a number to be valid.*

Name of purchaser, firm or agency <b>Birdville Independent School District</b>	
Address (Street & number, P.O. Box or Route number) <b>6125 East Belknap Street</b>	Phone (Area code and number) <b>817-547-5747</b>
City, State, ZIP code <b>Haltom City, Texas 76117</b>	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: \_\_\_\_\_

Street address: \_\_\_\_\_ City, State, ZIP code: \_\_\_\_\_

Description of items to be purchased or on the attached order or invoice:

School District Supplies

Travel Expense (PARKING)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Purchaser claims this exemption for the following reason:

Educational

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

*I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.*

sign here	Purchaser	Title	Date
	<i>Christy Stinson</i>	Director of Business	07/27/2016

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

**THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.**

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

**This certificate should be furnished to the supplier.**  
**Do not send the completed certificate to the Comptroller of Public Accounts.**



BIRDVILLE INDEPENDENT SCHOOL DISTRICT  
**Application for Travel and Expense Report**

Employee  Emp ID  Title  Date

Campus/Department

Destination

Concise statement of purpose of trip and/or duties performed:

Name of Conference/Event  First Day of Conference/Event  Last Day of Conference/Event

Departure Date  Time  00:00 AM/PM  Return Date  Time  00:00 AM/PM

**Instructions:** Complete the estimated column two weeks prior to trip and submit for prior approval. Retain a copy of this form for your files. The completed form must be used to submit your actual daily expenses and receipts upon completion of trip. **(Expenses needing advance payment require that you submit a check request with correct budget codes to the appropriate vendor. Submit a check request for expense reimbursement).** Meals will not be reimbursed unless overnight lodging is required.

	Daily Rate & Miles	# of Days	Estimated Expenses (Prior to Trip)	Prior Trip Voucher #	PRIOR TRIP PAYMENTS	POST TRIP PAYMENTS	ACTUAL EXPENSES
<b>Hotel</b> (Enter Daily Rate)							
<b>Airfare</b>	N/A	N/A					
<b>Registration Fee</b>	N/A	N/A					
<b>Meals \$46</b> (Enter # of Days) Rate for day of departure/return will be 75% of Per Diem Rate	N/A		\$0.00		N/A		
<b>Mileage @ .54 cents</b> (Enter # of Miles)		N/A	\$0.00		N/A		
<b>OTHER</b> (List Items and amounts)		N/A					
		N/A					
		N/A					
		N/A					
<b>TOTAL ESTIMATED EXPENSES</b>			\$0.00				

BUDGET CODE(S) [*Account Number Required]							
Fund	Function	Object	Sub-Object	Org	Program	Bgt Mgr	Project Code
<b>Undistributed/Unreimbursed Amount</b>							

TOTAL PRIOR TRIP PAYMENTS	TOTAL POST TRIP PAYMENTS	TOTAL ACTUAL EXPENSES

--	--	--

**EMPLOYEE  
ESIGNATURE:**

Birdville ISD Employee

**Employee Supervisor  
ESIGNATURE:**

**SEND APPROVED COPY  
FOR REIMBURSEMENT TO:**

**Federal/State Grant  
Approval ESIGNATURE:**

**Cabinet Approval  
ESIGNATURE:**

FOR OUT OF STATE TRAVEL ONLY

**Director of Business  
or Designee  
ESIGNATURE:**

**\*\*\*Federal or State funded travel (Funds 201-459)\*\*\*  
CHECK BOX AND SIGN BELOW**

By signing below, traveler certifies that the amount claimed for meal reimbursement is the lessor of the actual amount spent or the per diem allowed.

**Employee Name:**

X

**Employee signature required for Federal or State reimbursement**

**Additional Comments/Notes**



**Career and Technology Education  
Record of Travel Form**

**In/Out of District Mileage**

*Please sign and e-mail to Dr. Anderson for approval and processing*

Travel Date	From	To	Mileage	Purpose of Trip
<b>Total Miles</b>			<b>0</b>	
<b>Mileage Rate</b>			<b>\$ 0.540</b>	
<b>Total Mileage Reimbursement</b>			<b>\$ 0.00</b>	

\_\_\_\_\_  
**Employee Printed Name & Employee ID #**

\_\_\_\_\_  
**Budget Code**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Supervisor Approval**

# BIRDVILLE INDEPENDENT SCHOOL DISTRICT

Purchasing Department 3124 Carson Street Haltom City, Tx 76117 817-547-5629

## EMPLOYEE REIMBURSEMENT FORM

FILL OUT AND FAX TO THE PURCHASING OFFICE @817-831-5662

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State & Zip Code

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Employee ID#

Please Check One Box

NEW REQUEST

UPDATED REQUEST

I hereby authorize Birdville ISD, hereinafter called COMPANY, to initiate credit entries and to initiate, if necessary, correcting entries and adjustments for any credit entries in error to my (our) account (below) and the depository (bank) named below, hereinafter called DEPOSITORY, to credit and/or debit (only to correct an error) the same to such account. I (we) agree that ACH transactions I (we) authorize comply with applicable law.

_____ Depository (Bank) Name	
_____ Bank Address	
_____ City, State & Zip Code	
_____ Transit/ABA#/Routing Number	
_____ Account #	
<input type="checkbox"/> Checking	<input type="checkbox"/> Savings

I certify that the information above is true, correct, and that I, as a representative for the above named company, hereby authorize Birdville ISD Accounts Payable to electronically deposit payments to the designated bank account. This authority remains in full force until Birdville ISD Accounts Payable receives written notification requesting a change or cancellation.

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date  
Aug 2015

# Scholarship Information



**2016-2017  
Scholarship Committee**

**Member**

**Marilyn Ackmann, Chairperson**

Manager Public Affairs  
Atmos Energy  
100 W. Morningside Drive  
Fort Worth, TX 76110  
**BUS: 817.215.4762**  
**FAX: 817.215.4353**  
[marilyn.ackmann@atmosenergy.com](mailto:marilyn.ackmann@atmosenergy.com)

**Judy Griggers**

Retired, BISD  
[judygriggers@hotmail.com](mailto:judygriggers@hotmail.com)

**Thomas Powell**

Retired, City of NRH  
[Thomas-p@swbell.net](mailto:Thomas-p@swbell.net)

**Sally Bustamante**

Smurfit Kappa  
6433 Davis Blvd.  
North Richland Hills, TX 76182  
**BUS: 817.498.3200**  
**FAX: 817.428.0779**  
[sally.bustamante@smurfitkappa.com](mailto:sally.bustamante@smurfitkappa.com)

**Kyle Spooner**

Information Services Director  
City of North Richland Hills  
7301 NE Loop 820  
North Richland Hills, TX 76180  
**BUS: 817.427.6239**  
[kspooner@nrhtx.com](mailto:kspooner@nrhtx.com)

**Vickie Edgar**

Vice President  
TravelEducate  
P.O. Box 168522  
Irving, TX 75016  
**BUS: 214.738.8497**  
**FAX: 972.580.1536**  
[vickie@traveleducate.com](mailto:vickie@traveleducate.com)

<b>Linda Anderson</b> Director of CTE <a href="mailto:linda.anderson@birdvilleschools.net">linda.anderson@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.5786</b>
<b>Allison Vinson</b> CTE Coordinator <a href="mailto:allison.vinson@birdvilleschools.net">allison.vinson@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.5431</b>
<b>Marcus Canonico</b> CTE Coordinator <a href="mailto:robert.canonico@birdvilleschools.net">robert.canonico@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.5798</b>
<b>Lisa Carnes</b> Administrative Assistant <a href="mailto:lisa.carnes@birdvilleschools.net">lisa.carnes@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.5786</b>
<b>Lisa Greco</b> Marketing Education <a href="mailto:lisa.greco@birdvilleschools.net">lisa.greco@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.3835</b>
<b>Tracie Hagar</b> Marketing Education <a href="mailto:tracie.hagar@birdvilleschools.net">tracie.hagar@birdvilleschools.net</a>	Richland High School 5201 Holiday Lane East North Richland Hills, TX 76180	<b>817-547-7300</b>
<b>Olin Harrington</b> Automotive Technician <a href="mailto:olin.harrington@birdvilleschools.net">olin.harrington@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.3883</b>
<b>Cindy Valenta</b> Business Education <a href="mailto:cindy.valenta@birdvilleschools.net">cindy.valenta@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.3828</b>
<b>Mike Benton</b> Construction Technology <a href="mailto:mike.benton@birdvilleschools.net">mike.benton@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.3878</b>
<b>Andrea Anderson</b> Marketing Education <a href="mailto:andrea.anderson@birdvilleschools.net">andrea.anderson@birdvilleschools.net</a>	Birdville High School 9100 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.8332</b>
<b>Emily Shipman</b> Marketing Education <a href="mailto:emily.shipman@birdvilleschools.net">emily.shipman@birdvilleschools.net</a>	Birdville High School 9100 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.8000</b>
<b>Tammy Wright</b> Marketing Education <a href="mailto:tammy.wright@birdvilleschools.net">tammy.wright@birdvilleschools.net</a>	Shannon Learning Center 6010 Walker Street Haltom City, TX 76117	<b>817-547-5461</b>
<b>Gary Lejarzar</b> Marketing Education <a href="mailto:gary.lejarzar@birdvilleschools.net">gary.lejarzar@birdvilleschools.net</a>	Haltom High School 5501 Haltom Road Haltom City, TX 76137	<b>817.547.6229</b>
<b>Stephanie Dukes</b> Horticulture <a href="mailto:stephanie.dukes@birdvilleschools.net">stephanie.dukes@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd. North Richland Hills, TX 76180	<b>817.547.3842</b>
<b>Amy Strickland</b> Business Education <a href="mailto:amy.strickland@birdvilleschools.net">amy.strickland@birdvilleschools.net</a>	Richland High School 5201 Holiday Lane East North Richland Hills, TX 76180	<b>817.547.73002</b>
<b>Russell Bywater</b> PLTW/Engineering <a href="mailto:russell.bywater@birdvilleschools.net">russell.bywater@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817.547.3863</b>
<b>Rhonda Sparks</b> Marketing Education <a href="mailto:rhonda.sparks@birdvilleschools.net">rhonda.sparks@birdvilleschools.net</a>	Shannon Learning Center 6010 Walker Street Haltom City, TX 76117	<b>817.547.5462</b>
<b>Greg Clifton</b> Agricultural Science <a href="mailto:donald.clifton@birdvilleschools.net">donald.clifton@birdvilleschools.net</a>	BCTAL 7020 Mid Cities Blvd North Richland Hills, TX 76180	<b>817-547-3827</b>



# CAREER AND TECHNOLOGY EDUCATION SCHOLARSHIP PROCEDURES

**Purpose:** To provide recognition and scholarships for students based on academic achievement and success in completing programs of Career and Technology Education

## General Information

**Eligibility:** Senior students who are successfully completing at least one year in Career and Technology Education program(s) and can meet the criteria.

## Scholarship Claiming Information

Career & Technology Education scholarships are for \$1,600 to be awarded \$400 per semester for two years or a total of four semesters at a two-year community college or a four-year university, provided the student is enrolled in a minimum of nine (9) hours of coursework per semester.

Scholarships in the amount of \$1600 may also be awarded for those students wishing to attend a technical training institution. A student may qualify for \$400 per semester provided the student is enrolled the equivalent of nine (9) hours of coursework per semester.

The student must satisfactorily complete the courses (minimum of 2.0 GPA on 4.0 grading scale). **The student must remain in good standing to be eligible for continued funding in order to receive \$400 per semester or section. It is the recipient's responsibility to furnish a copy of the grade report, course schedule and official receipt of payment of tuition and fees to:**

**Birdville Center of Technology and Advanced Learning  
Attn: Dr. Linda Anderson  
7020 Mid Cities Blvd.  
North Richland Hills, TX 76180**

Each semester thereafter, the recipient shall furnish a copy of the grade report and course schedule in addition to receipt for payment of tuition and fees in order to receive continued funding. **Attendance must be for consecutive semesters (excluding summer sessions). Students must claim first payment of scholarship no later than the Fall Semester following graduation.**



Career and Technology Education Department

Career and Technology Education
2016-2017
SCHOLARSHIP APPLICATION

Due in Career and Technology Education Office – February 10, 2016
(E-mail application to Linda Anderson at linda.anderson@birdvilleschools.net or submit hard copy)

Name: last first middle

Address: street address

city state zip

Parents' Names:

Birth date: Telephone:

Name of institution you plan to attend
(Students are required to apply for college admission prior to completing this application)

Have you applied? Yes No

Have you been accepted? Yes No

High school you are attending Graduation Date
Career and Technology Program # years
Other Career/Technology Programs # years
Current Career/Technology Teacher

Student Applicant's Signature

The following documents must be submitted with the completed application:

- 1) Complete Application and sign.
2) Complete attached Verification Form and obtain needed signatures.
3) Provide letters of recommendation from:
a. Employer – (Practicum students only)
b. Career and Technology Teacher(s) (All applicants)
4) Complete and attach Activity Point Sheet
5) Submit word processed essay including statement of need, career objective, and how Career and Technology assisted in progress toward career objective. (One point subtracted for each spelling or punctuation error)

Page six of this packet is the Rating Sheet that will be used to determine scholarship winners.

**Career and Technology Education  
2016-2017  
Essay Criteria**

1. Word processed
2. Length – 2-3 pages
3. Double spaced; 1-inch margins; 12 point font
4. Include the following information:
  - a. Statement of need
  - b. Career objective
  - c. How Career and Technology assisted in progress toward career objective.
5. Judged for content and construction (one point subtracted for each spelling or punctuation error)



Name: \_\_\_\_\_

School: \_\_\_\_\_

Program: \_\_\_\_\_

**Career and Technology Education  
2016-2017  
REQUIREMENTS – VERIFICATION FORM**

*If submitting application by email, please send hard copy of this page with the signatures of appropriate school officials in the spaces provided.*

I. Graduating Senior  
Graduating May, 2016

II. Completing at least one year in  
Career and Technology Education program(s)

III. Grade Point Average  
(Exact grade point average is required)  
**GPA Grades 11-12 (Only)**

IV. Good citizenship in school

\_\_\_\_\_  
Counselor

V. Be an active member of a career and  
technology student organization – provide  
documentation of activities such as: officer,  
committee chairperson, active  
projects/activities, participation in district,  
state, and national conferences –competition  
and/or voting delegate status (Attach  
completed Activity Point Sheet)

\_\_\_\_\_  
Counselor

\_\_\_\_\_  
Counselor

\_\_\_\_\_  
Vice-Principal

VI. Have good history of employment or  
laboratory experience

\_\_\_\_\_  
Career and Technology Teacher

Practicum Students

Laboratory Students

Provide letter of recommendation  
from employer and teacher

Have good work history in lab  
(Provide letter of recommendation  
from teacher)

Name: \_\_\_\_\_

School: \_\_\_\_\_

Program: \_\_\_\_\_

**Career and Technology Education  
ACTIVITY POINT SHEET**

(If additional activities, list on separate paper for a maximum of 35 points).

	Description	Points
Career and Technology courses taken (1 point per ½ credit earned course)	1. _____	_____
	2. _____	_____
	3. _____	_____
	4. _____	_____
	5. _____	_____
Career and Technology student organization office held (2 points per year per office)	1. _____	_____
	2. _____	_____
	3. _____	_____
Career and Technology student Organization committees chaired (1 point for each committee chaired)	1. _____	_____
	2. _____	_____
	3. _____	_____
Career and Technology student Organization activities (1 point per activity outside of class)	1. _____	_____
	2. _____	_____
	3. _____	_____
	4. _____	_____
Career and Technology regional Competitive events (1 point per year)	1. _____	_____
	2. _____	_____
	3. _____	_____
Career and Technology state Competitive events (3 points per year)	1. _____	_____
	2. _____	_____
	3. _____	_____
Other school organizations/offices held (1 point per organization/office up to maximum of 5 points)	1. _____	_____
	2. _____	_____
	3. _____	_____
	4. _____	_____

Teacher Name \_\_\_\_\_

Date \_\_\_\_\_

Name: \_\_\_\_\_

School: \_\_\_\_\_

Program: \_\_\_\_\_

**Career and Technology Education  
2016-2017  
SCHOLARSHIP RATING SHEET**

		<b>Career Practicum Student</b>	<b>OR Lab Student</b>	<b>Actual Points</b>
I.	*Scholastic Record (Exact GPA required for applying) (3.0 GPA required for maximum points)	10 pts.	10 pts.	_____
II.	CTE Activities/Courses (See point sheet)	35 pts.	35 pts.	_____
III.	Teacher Recommendation (Teacher letter of recommendation)	5 pts.	10 pts.	_____
IV.	Employment Record (Employer letter of recommendation)	5 pts.	N/A	_____
V.	**Essay (See Attached Criteria)	40 pts.	40 pts.	_____
VI.	Overall Citizenship Assistant Principal Recommendation	5 pts.	5 pts.	_____
<b>TOTAL POINTS</b>		100	100	_____

\* Scholarship record at Shannon Center is based on progress made.

\*\* An interview of scholarship applicants is optional.

# Practicum Guidelines and Forms



Career and Technology Education Department

**TO:** Practicum Teachers  
**FROM:** Dr. Linda Anderson  
**DATE:** July 25, 2016  
**SUBJECT:** Grading Policy

There have been questions regarding the grading policy for practicum learning students to stay current with the district policy that does not require a six weeks' test. The following formula applies for classroom instruction and on-the-job training for the 2016-2017 school year.

**60% Classroom Instruction**

**40% On-the-Job Training**

The classroom instruction weight of 60% must include a minimum of 8 separate daily grades and 3 separate major grades, which is consistent with the district policy. ***“The daily grade average shall represent one-half (1/2) of the grade. The major test/project average shall represent one-half (1/2) of the grade.”***

This procedure will allow you to weigh the on-the-job training component of the program appropriately and still emphasize the importance of classroom instruction to the overall program. Please call if you need any further clarification concerning the grading policy.



Birdville Independent School District

## Secondary Schools

### Middle Schools (Grades 6-8)

#### **Haltom MS**

5000 Hires Lane  
Haltom City, TX 76117  
817-547-4000  
Jill Balzer, Principal

#### **North Richland MS**

4800 Rufe Snow Dr.  
N.R.H. TX 76180  
817-547-4200  
Ernie Valamides, Principal

#### **Richland MS**

7400 Hovenkamp  
Richland Hills, TX 76  
817-547-4400  
James Whitfield, Principal

#### **North Oaks MS**

4800 Jordan Park Dr.  
Haltom City TX 76117  
817-547-4600  
Dr. Bob Koerner, Principal

#### **Watauga MS**

6300 Maurie Dr.  
Watauga TX 76148  
817-547-4800  
Shannon Houston, Principal

#### **Smithfield MS**

8400 Main St  
N.R.H. TX 76180  
817-547-5000  
Kyle Pekurney, Principal

#### **North Ridge MS**

7332 Douglas Ln.  
N.R.H. TX 76180  
817-547-5200  
Steve Ellis, Principal

### High Schools (Grades 9-12)

#### **Haltom HS**

5501 North Haltom Road  
Haltom City TX 76137  
817-547-6000  
David Hamilton, Principal

#### **Richland HS**

5201 Holiday Lane E  
N.R.H. TX 76180  
817-547-7000  
Carla Rix, Principal

#### **Birdville HS**

9100 Mid Cities Blvd  
N.R.H. TX 76180  
817-547-8000  
Jason Wells, Principal

#### **Shannon HS**

6010 Walker St.  
Haltom City TX 76117  
817-547-5400  
Greg Farr, Principal

#### **Birdville Center of Technology and Advanced Learning**

7020 Mid Cities Blvd.  
N.R.H. TX 76180  
817-547-3800  
Dr. Linda Anderson, Director/Principal



## **Strategic Objectives**

---

1. All students will realize their full potential and apply themselves to academic excellence without self-imposed limitations.
2. All students will own their learning and aspire to achieve high academic goals.
3. All students will demonstrate personal responsibility and integrity reflective of noble character.
4. All students will be fully equipped and motivated to contribute to the greater good by unleashing their unique talents and gifts.

## **Our Mission**

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The mission of Birdville ISD is to ensure that all students position themselves to excel with integrity in an ever-changing global society through innovative and responsive learning environments.

## **Disclaimer**

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The provisions and information set forth in this handbook are intended to be informational and not contractual in nature. Thus, this handbook is not intended, and shall not be construed, to constitute a contract between the Birdville Independent School District and any student, prospective students, agency of the local, state, or federal government, or any other person or legal entity of any and every nature whatsoever.

The District hereby reserves and retains the right to amend, alter, change, delete, or modify any of the provisions of this handbook at any time, without notice and in any manner that the Administration deems to be in the best interest of the District.



## Special Notice Requirements

### Alcohol, Drugs, Tobacco, and Weapons

Under state and federal law, a student is not allowed to possess, sell, give away, or use alcohol, illegal drugs, tobacco products, guns, or other weapons on school property or at a school-related or school-sanctioned activity, on or off school property. Having one of these items in a privately owned vehicle that the student may have driven to school and parked on District property is also prohibited. [See the Student Code of Conduct for information regarding disciplinary consequences.]

### Assurance of Nondiscrimination

Birdville I.S.D. does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education or providing access to benefits of educational services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Act.

The Superintendent has designated Joe Cammarata, Associate Superintendent, to coordinate compliance with the legal requirements of Title IX, and Donna Layer, Director of Counseling Services to coordinate compliance with the legal requirements of Section 504 and Title II of the Americans with Disabilities Act.

Joe Cammarata and Donna Layer can be reached at 6125 East Belknap, Haltom City, TX 76117, 817-547-5700.

### Directory Information

Certain information about District students is considered directory information and can be released to anyone who follows procedures for requesting the information, **unless the parent objects to the release of the directory information** about the child. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received in school, and most recent previous school attended. No Child Left Behind (NCLB) requires that secondary parents/guardians also have the choice to restrict information to military recruiters and institutions of higher learning.

### Proof of Child's Identity

House Bill 1440 signed by the Governor on June 16, 1989, requires a parent or guardian to present, within 30 days of a child's enrollment, proof of the child's identity and a copy of the child's records from the most recently attended school. It also requires school districts to notify the police if this information is not provided and to request information about whether the child has been reported missing. Districts must notify the Missing Children Information Clearinghouse if the name on the identifying document or school record differs from the name under which the child is enrolled.

## Academic Policies

### Grading Policies

#### Averaging

Six weeks grades shall be obtained by averaging daily work and major grades. (Daily work is defined as homework, class work, daily or pop test grades, etc.; major grades as chapter tests, unit tests, announced projects, or papers, etc.)

Averaging for grades six through twelve (6-12) shall be as follows:

Six weeks average:

- The daily grade average shall represent one-half (1/2) of the grade. The major test/project average shall represent one-half (1/2) of the grade. This may be accomplished as follows:

Daily grade average	88
Major grade average	<u>75</u>
Calculation of six weeks grade	163 divided by 2 = 82

- There shall be a minimum of eight (8) separate daily grades and three (3) separate major grades each six (6) weeks. At least one major grade and 3 daily grades should be entered by the end of the first three weeks of each six weeks.

Because Advanced Placement classes represent university level work, the daily average shall represent 40% of the grade. The major test average shall represent 60% of the grade.

Students in high school credit courses who receive a failing grade in the first semester are eligible to average their fall and spring semester grades. Policy EI (LOCAL) has been updated to reflect that if a student has a 70 or higher in the second semester and the average grade for both semesters is 70 or higher, the student shall earn credit for both semesters even if the student failed the first semester.

#### Report Cards

Report cards will be sent home with students each six weeks. Students in grades 6-12 are required to return signed report cards to school. Parents of any student receiving failing grade(s) at the end of a six-weeks or semester grading period should schedule a conference with the teacher of the subject.

#### Skyward Family Access

BISD provides parents/guardians the opportunity to monitor student grades and attendance online. Skyward Family Access is the tool used by the district to provide parents the means to monitor their child's progress.

User names and passwords are assigned through the office at your child's school.

#### Semester Examination Exemptions

- Students in grades nine through twelve are eligible for semester examination exemptions based on grades, attendance, and conduct as specified for each class.
- Students in grades nine through eleven are eligible to earn examination exemptions in odd-numbered class periods (1, 3, 5, and 7) at the end of the first semester, and even-numbered class periods (2, 4, and 6) at the end of the second semester. Seniors may earn exemptions from examinations in any class in which they meet eligibility requirements.

- Students must maintain at least an 80 semester grade average to be eligible for a semester examination exemption in a class, and have no more than the number of excused absences specified below:
  - Grade of 80 to 84 – no absences during the semester
  - Grade of 85 to 89 – not more than one (1) absence during the semester
  - Grade of 90 to 94 – not more than two (2) absences during the semester
  - Grade of 95 or above - not more than three (3) absences during the semester
- Students with one (1) or more unexcused absences, more than three (3) tardies in a class, or more than one (1) six weeks conduct grade of N, or any conduct grade of U, may not be exempt from a semester examination.
- **Students are required to attend classes in which they are exempt on examination days. An exemption is an exam exemption and not an attendance exemption. Students receiving exemptions are encouraged to take the examination, and have it scored. If the examination score will improve a student's grade average, it will be calculated as part of the semester average. Otherwise, the examination grade will not be counted.**
- For eligible students who choose not to take the examination, the semester grade will be based on the grades for the three (3) six-weeks grading periods only.

Each of the six weeks grades shall be two-sevenths ( $\frac{2}{7}$ ) of the semester average. The semester test or cumulative test grade shall be one-seventh ( $\frac{1}{7}$ ) of the average.

### **Change in Student's Grade**

A student's academic or conduct grade may be changed by the teacher of the subject area only when 1) there was a mechanical error in averaging or recording the original grade, or 2) the teacher's grading procedure violated either local policy or state rule.

### **Progress Reports**

Progress reports are sent home with all students after the third week of each six weeks grading period. Parents may schedule a conference with the teacher if a progress report causes concern. All conferences must be scheduled through the office.

### **Grading of Work**

Student grades will be posted in skyward parent portal within five (5) days for daily grades and major grades. Special consideration will be given for lengthy research papers, lengthy essays, portfolios and large projects. There will be a minimum of eight (8) daily grades and three (3) major grades per six weeks.

### **Grading of Late Work**

Students may be assessed a penalty of no more than ten (10) points per day for up to three (3) days before a zero may be given for work not turned in on time.

The work addressed in this document includes any assignment which is to receive a major grade or which has been completed over an extended period of time for which a designated due date has earlier been announced.

The policy does not address daily homework (assignments given on one day which are due the next day). Neither does it address assignments that are to be completed in class and turned in at the end of the period. Evaluation of assignments that fall in either of those categories may be based on the proportion that is completed, at the discretion of the teacher.

Advanced Placement teachers are exempt from the test retake policy and the requirement to accept major projects with only a (10) ten point a day loss.

### **Homework**

The District believes homework is an important part of the learning process that extends, enriches, and/or reinforces academic concepts and skills to enhance achievement. Each campus shall develop, as part of its local campus improvement planning procedures, guidelines for including homework among its instructional activities. Homework is a necessary part of the instructional process that begins in the classroom, extends into the home, and provides a way for parents to become aware of the instructional program and their child's educational progress.

### **Make Up Work**

A student that is absent for any reason is expected to make up specific assignments missed and/or to complete alternative assignments assigned by the teacher to meet subject and course requirements. A student who does not make up assigned work within the time allotted by the teacher may receive a grade of zero for the assignment.

A student absent from school will be allowed to participate in school-related activities on that day or evening with administrative approval.

### **Promotion Policy**

Students shall be promoted from one grade to the next on the basis of academic achievement. In middle schools, promotion to the next grade level is based on attaining an overall average of seventy (70) or above for all subject areas and a grade of 70 or above in language arts (including reading) mathematics, science and social studies. Eighth graders must pass STAAR reading and math in accordance with the Student Success Initiative (SSI) in order to be promoted to the ninth grade. Students testing above their enrolled grade level are exempt from SSI requirements, such as an eighth grade student taking the Algebra I EOC.

The student must also be in attendance a minimum of ninety percent (90%) of the required student school days.

### **Grade Level Determination**

Grade levels in grades nine, ten, eleven, and twelve shall be determined by the total credits earned.

Note: Reclassifications are made only at the beginning of each school year with the exception of a student who is being reclassified at mid-term, enabling him/ her to graduate at the end of that spring semester. This determination is made by the principal.

Classification of Students:

Sophomore	(10 <sup>th</sup> ) 6 credits
Junior	(11 <sup>th</sup> ) 12 credits
Senior	(12 <sup>th</sup> ) 19 credits

A student may not be promoted if he/she has accumulated more than the allowable number of absences for the year. Summer school may be an option for students who are not promoted at the end of the school year.



Career and Technology Education

**TO:** CTE High School Extended Contract/Practicum Teachers

**FROM:** Allison Vinson, CTE Coordinator

**DATE:** July 20, 2016

**SUBJECT:** **Training Plans**

Training plans are due three weeks after school starts (September 12, 2016) or three weeks after the student is enrolled in your program.

In order to comply with TEA compliance and audit requirements, please send one complete and correct copy of training plans to:

- Copy to Allison Vinson (one training plan for each student with copy of class rolls indicating the status of each student that is missing a training plan).
- Copy for teacher file.
- Copy to student.
- Copy to training station sponsor.

Training plans of students that are incomplete as of September 14<sup>th</sup>, should be sent as soon as possible.

Training plans should also be completed for students that enroll in your program during the second semester.

# Training Plan Agreement

## Paid Work-Based Instruction

### Birdville Independent School District

STUDENT: «F\_Name» «Last\_Name»

SOCIAL SECURITY NUMBER: «SS»

Grade: «Grade» Age: «Age» Sex: «Sex»

Time of day related class meets: «Time»

Occupational Objective: «Occp\_Obj»  
(Work-Based Learning / WBL Training Area)

PEIMS Code: «PEIMS\_Code»

PROGRAM: «Program\_Area» SCHOOL CAMPUS: «Campus»

NAME OF COMPANY: «Training\_Station»

The student agrees to diligently perform the work-based training experiences and conscientiously pursue the coordinated classroom course of study as outlined in the attached training plan. Work-based training experiences will be assigned by the training sponsor and performed according to the same company policies and regulations applicable to regular employees. The student agrees to take advantage of every opportunity to improve his or her efficiency, knowledge, and personal traits in order to pursue further education and enter the chosen occupation as a desirable employee.

The company and school are responsible for providing students with opportunities for training in the basic skills of an occupation and knowledge of related technical information. In order to provide a systematic plan for well-rounded training, a schedule of work-based training experiences and a parallel classroom course of study have been coordinated and agreed upon by the training sponsor and teacher-coordinator.

In addition to providing practical information, the employer agrees to pay the student for the useful work done while undergoing training according to the following plan:

- 1) The beginning wage will be \$ «Wage» per «Pay\_period» for «Hours\_per\_Week» hours per school week.
- 2) Periodically, the training sponsor and teacher coordinator will jointly review the wages paid the student to determine a fair and equitable wage consistent with the student's increased ability, prevailing economic conditions, and company policy.

The training period begins: «Train\_Beg», and extended through: «Train\_End».

There will be a probationary period of «Prob» days during which the interested parties may determine if the student has made a wise choice of an occupational training area, and if the training should be continued.

This plan may be terminated for just cause by either party without recourse.

Students will be accepted and assigned to jobs without regard to race, color, national origin, sex or handicapping condition.

DO ANY TASKS FALL UNDER U.S. DEPARTMENT OF LABOR HAZARDOUS OCCUPATION ORDERS: «Hazard»

If Yes, the EXEMPTION for APPRENTICES and STUDENT LEARNING will APPLY for TASKS COVERED BY HAZARDOUS OCCUPATION ORDERS #5, 8, 10, 12, 14, 16, AND 17 (see attachment) to the extent:

- 1) The hazardous work of the student learner / apprentice is incidental to the training;
- 2) Such work shall be intermittent and for short periods of time and under the direct and close supervision of a journeyman if the student is an apprentice or a qualified and experienced person if a student learner;
- 3) If the student is to be employed as an apprentice, the apprenticeable trade must be registered by the U.S. Department of Labor, Bureau of Apprenticeships and Training;
- 4) Safety instructions shall be given by the school and correlated by the employer with on-the-job training; and
- 5) A schedule of organized and progressive work processes to be performed on the job shall have been prepared (see reverse side).

The school, the employer and the student will endeavor to cooperate with each other to insure that the applicable exemption is satisfied.

*It is the policy of Birdville Independent School District not to discriminate on the basis of race, color, national origin, sex or handicap in its Career-Technology programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.*

*Es norma de Birdville Independiente Distrito Escolar no discriminar por motivos de raza, color, origen nacional, sexo o impedimento, en sus programas, servicios o actividades vocacionales, tal como lo requieren el Título VI de la Ley de Deprechos Civiles de 1964, según enmienda; el Título IX de las Emmiendas en la Educación, de 1972, y la Sección 504 de la Ley de Rehabilitación de 1973, según enmienda.*

### SIGNATURE APPROVALS

\_\_\_\_\_  
(Student) Date

\_\_\_\_\_  
(Training Sponsor) Date

\_\_\_\_\_  
(Parent or Guardian) Date

\_\_\_\_\_  
(Teacher-Coordinator) Date

**(Note: Each party to this agreement should receive a signed copy. Keep the original or a copy with the student's permanent record, and for students with disabilities, the Individual Transition Plan.)**

**Description of Specific and Related Occupational Training**

The occupational essential knowledge and skills listed below are provided as a convenience to promote quality standards in work-based training. Additional space is available to add specific training opportunities not otherwise identified as essential knowledge and skills. NOTE: Occupational training objectives having no state adopted essential knowledge and skills will require the training plans to be individually developed.

State Adopted Essential Knowledge and Skills	To Be Done		Related Study Assignments
	Work-Based Instruction	Class Instruction	
Additional Occupationally Specific Knowledge and Skills	Work-Based Instruction	Class Instruction	Related Study Assignments

NOTE: The above should serve as a suggested format. Space allowances should be expanded to accommodate inclusion of appropriate information.

**CHILD LABOR LAWS**  
**Texas Workforce Commission,**  
**Labor Law Department, Child Labor Enforcement**  
**U. S. Department of Labor**  
**Wage and Hour Division**

For further information about Texas' child labor laws, call:

**1-800-832-9243**  
**TDD 1-800-735-2989**

This poster provides some guidelines to the Texas child labor laws, but it is not complete. Chapter 51, Texas Labor Code, governs the employment of children under Texas state law. **MINIMUM AGE FOR EMPLOYMENT IS 14;** however, state and federal laws provide for certain exceptions. Please call TWC's Labor Law department for a complete copy of the law or for answers to questions about labor law. The Fair Labor Standards Act (FLSA) governs federal laws and guidelines pertaining to child labor. For information concerning federal child-labor laws, consult your local listing for the nearest office of the U.S. Department of Labor, Wage and Hour Division.

**The following are prohibited occupations for 14- through 17-year old children:**

Prohibited occupations are the same for both federal and state law. The minimum age applies even when the minor is employed by the parent or a person standing in place of the parent. The hazardous occupations designated by an asterisk (\*) have provisions for employment of persons below the age of eighteen (18), provided applicable apprentice or student-leader certification has been obtained. Persons desiring specific information about these exceptions should contact the nearest office of the U.S. Department of Labor.

Occupations declared particularly hazardous or detrimental to the health or wellbeing of all children 14 through 17 years of age include occupations:

- (1) in or about plants or establishments which manufacture or store explosives or articles containing explosive components other than retail establishments.
- (2) involving the driving of motor vehicles and outside helpers
  - A on any public road or highway
  - B in or about any place where logging or sawmill operations are in progress, or
  - C in excavations.(Under certain conditions driving a motor vehicle for a commercial purpose is NOT considered a hazardous occupation under state law.)
- (3) connected with coal mining.
- (4) including logging operations and sawmill occupations.
- (5) \*operating power-driven woodworking machines.
- (6) involving exposure to radioactive substances and to ionizing radiations.
- (7) operating power-driven hoisting apparatus such as elevators, cranes, derricks, hoists, high-lift trucks.
- (8) \*operating power-driving metal forming, punching, and shearing machines.
- (9) in connection with mining, other than coal.
- (10) \*operation of power-driven meat processing machines, and occupations including slaughtering, meat packing, processing, or rendering with the exception of the killing and processing of poultry, rabbits, or small game in areas separated from the killing floor.
- (11) operating power-driven bakery machines.
- (12) \*operating power-driven paper product machines.
- (13) manufacturing brick, tile, and kindred products.
- (14) \*operating power-driven circular saws, band saws and guillotine shears, with the exception of machines equipped with full automatic feed and ejection.
- (15) wrecking, demolition, and ship breaking operations.
- (16) \*involving roofing operations.
- (17) \*connected with excavation operations.

**Additional prohibited occupations that apply only to 14- and 15-year olds:**

Occupations declared particularly hazardous or detrimental to the health or wellbeing of 14- and 15-year old children include:

- (1) Mining.
- (2) Manufacturing.
- (3) The performance of any duties in workrooms or workplaces where goods are manufactured, mined or otherwise processed.
- (4) Public messenger service.
- (5) The operation or tending of hoisting apparatus or any power-driven machinery other than office machines.
- (6) Occupations in connection with:
  - A Transportation of persons or property by rail, highway, air, water, pipeline, or other means. However, office or sales work is permitted except on vehicles and other transportation conveyances or at the actual construction site.
  - B Warehousing and storage
  - C Communications and public utilities.
  - D Construction including demolition and repair.
- (7) Any of the following occupations in a retail food service or gasoline service establishment:
  - A Work performed in or about boiler or engine rooms.
  - B Work in connection with maintenance or repair of the establishment, machines or equipment.
  - C Outside window washing that involves working from window sills, and all work requiring the use of ladders, scaffolds or their substitutes.
  - D Cooking (except at soda fountains, lunch counters, snack bars, or cafeteria serving counters) and baking.
  - E Occupations which involve operating, setting up, adjusting, cleaning, oiling, or repairing power-driven food slicers and grinders, food choppers and cutters, and bakery-type mixers.
  - F Work in freezers and meat coolers and all work in preparation of meats for sale (except wrapping, sealing, labeling, weighing, pricing and stocking when performed in other areas.)
  - G Loading and unloading goods to and from trucks, railroad cars or conveyors.
  - H. All occupations in warehouses, except office and clerical work.

**Work times for 14- and 15-year olds**

**State Law** – A person commits an offense if that person permits a child 14 or 15 years of age who is employed by that person to work:

- (1) more than 8 hours in one day or more than 48 hours in one week.
- (2) between the hours of 10 p.m. and 5 a.m. on a day that is followed by a school day of between the hours of midnight and 5 a.m. on a day that is not followed by a school day if the child is enrolled in school.
- (3) between the hours of midnight and 5 a.m. on any day during the time school is recessed for the summer if the child is not enrolled in summer school.

**Federal Law** – The FLSA further regulates hours of employment for children:

- (1) no more than eight hours on a non-school day or 40 hours during a non-school week.
- (2) no more than three hours on a school day, 18 hours during a school week.
- (3) Children may work only between 7 a.m. and 7 p.m. during the school year. However, between June 1 and Labor Day, they may work between the hours of 7 a.m. and 9 p.m.

**Certificate of Age/Child Actors**

The Texas Labor Code does not require a certificate of age. However, applications for certificates are available by phone by calling the 1-800 number above or from your local office of the Texas Workforce Commission.

- (1) A child who is at least 14 years of age may apply to the Texas Workforce Commission for a certificate of age.
- (2) TWC may authorize the employment of a child younger than 14 as an actor or performer in a motion picture or in a theatrical, radio or television production.

**PENALTIES:**

**State of Texas** – An offense under Chapter 51, Texas Labor Code, is a Class B misdemeanor, except for the offense of employing a child under 14 to sell or solicit which is a Class A misdemeanor. If the Commission determines that a person who employs a child has violated this Act, or a rule adopted under this Act, the Commission may assess an administrative penalty against that person in an amount not to exceed \$10,000 for each violation. The attorney general may seek injunctive relief in district court against an employer who repeatedly violates the requirements established by this Act relating to the employment of children.

**Federal** – The FLSA prescribes a maximum administrative penalty of \$10,000 per violation and/or criminal prosecution and fines.



## Hazardous Occupational Orders

### U. S. Department of Labor

The following are conditions deemed hazardous for the employment of minors between 16 and 18 years of age.

Occupations with an \* are exempt from child labor laws for apprentices and student learners under the conditions (e.g. incidental to the training, intermittent and for brief periods of time, under close supervision, etc.) set forth on the first page of the training plan. Exemptions do not apply to student learners under age 16.

1. Manufacturing, storing, handling or transporting explosives or articles containing explosives (ammunition, black powder, blasting caps, fireworks, high explosives primers, smokeless powder). Exceptions are retail establishments and non-explosive areas.
2. Engage as a motor-vehicle driver or outside helper (in the use of an automobile, truck, truck-tractor, trailer, semitrailer, motorcycle or similar vehicle on a public road, highway, near a mine, near logging or sawmill, or in an excavation) except incidental and occasional driving.
3. Engaged in coal mining, including all work underground, in open-pit, or at surface contributing to extraction, grading, clearing or other handling. Exceptions are picking slate or other refuse at a table or chute in a tippie or breaker, working in surface offices or maintenance or repair shops.
4. Work in all logging occupations or in the operations of any sawmill, lath mill, shingle mill, or cooperage stock mill. Exceptions include work in offices or in repair or maintenance shops; construction, operations, repair, or maintenance of living and administrative quarters; work in timber cruising, surveying or logging-engineering parties; repair or maintenance of roads, railroads or flumes; clearing fire trails or roads, piling and burning slash; maintaining fire-fighting equipment; constructing and maintaining telephone lines; acting as fire lookout or fire patrolman away from logging operations; peeling of fence posts, pulpwood, chemicalwood, excelsior wood, cordwood, or similar products when not done in conjunction with and at the same place as logging functions; and feeding or caring for animals. (Note: Exceptions shall not apply to the felling or bucking of timber, the collecting or transporting of logs, the operations of power-driven machinery, the handling or use of explosives and work on trestles.)
- \*5. Operating power-driven woodworking machines (feeding material into fixed or portable machines used or designed for doing any of the following to wood or veneer: cutting, shaping, forming, surfacing, nailing, stapling, wirestitching, fastening, otherwise assembling, pressing, printing, or removal of materials directly from the point of operations of circular saws and guillotine-action veneer clippers.
6. Exposure to radioactive substances and to ionizing radiations. Includes storing or using radium; making, using, storing, processing, or packaging self-luminous compounds and incandescent mantles; and exposure to other radioactive substances and ionizing radiations that exceed federal standards.
7. Operating or assisting in the operation of power-driven hoisting apparatus (elevator, crane, derrick, hoist, and high-lift truck), including functions performed by crane hookers, crane chasers, and riggers. Exceptions include operating an unattended automatic passenger elevator or electric or air-operated hoist not exceeding one-ton capacity, and riding on a freight elevator operated by an assigned operator.
- \*8. Operating power-driven metal forming, punching and shearing machines (*metal-working machines* [e.g. dies, rolls, knives mounted on rams, plungers], *rolling machines* [e.g. beading, straightening, corrugating, flanging, bending, hot or cold rolling mills], *pressing and punching machines* [e.g. full automatic feed & ejection punch presses with fixed barrier guards, power presses, plate punches], *bending machines*, [e.g. apron brakes, press brakes, hammering machines, drop hammers, power hammers, shearing machines, guillotine shears, squaring shears, alligator shears, rotary shears].)
9. Engaged in mining, other than coal. Exceptions are work in an office, warehouse, supply house, change house, laboratory, repair or maintenance shop not under ground. Other exceptions include operating and maintaining living quarters, surveying, road work, general clean-up outside the mine; building and maintaining railroad track when no mining or hauling is ongoing; surface placer operations other than dredging and hydraulic; metal millwork other than mercury recovery or using cyanide; operating jigs, sludge tables, flotation cells, drier filters; hand sorting at picking table or belt.
- \*10. Operating power-driven meat processing machines (meat patty forming machines, meat and bone cutting saws, knives, head-splitters, guillotine cutters, snoutpullers and jawpullers, skinning machines, horizontal rotary washing machines, casing-cleansing machines, crushing machines, stripping machines, finishing machines, grinding machines, mixing machines, chopping machines, hashing machines, or presses machines.)
11. Operating bakery machines (dough mixer, batter mixer, bread dividing, rounding, or molding machine; dough brake; dough-sheeter, combination bread slicer/wrapper, cake cutting band saw; setting up or adjusting [only] cookie or cracker machine).
- \*12. Operating, assisting with, setting up or maintaining power-driven paper-products machines (arm-type wire stitcher or stapler, circular or band saw, corner cutter or mitering machine, corrugating and single or double-facing machine, envelope die-cutting press, guillotine paper cutter or shear, horizontal bar scorer, laminating or combining machine, sheeting machine, scrap paper baler, vertical slotters, hand feed platen die-cutting, platen printing and punch presses.)
13. Manufacturing of brick, tile, and kindred products. Exceptions include work in offices, laboratories and storerooms, storage and shipping, and drying departments for sewer pipe.
- \*14. Operating circular saws, band saws and guillotine shears. (Note: Apprentices and student learners restricted to machines equipped with full automatic feed and ejection.)
15. Engaged in wrecking, demolition and shipbreaking, including cleanup and salvage done at razing, demolishing, or dismantling of buildings, bridge, steeple, tower, chimney, other structure, ship, other vessel.
- \*16. Engaged in roofing (applying weatherproofing materials and substances to roofs, the installation of roofs [including flashing], alterations, additions, maintenance, or repair [including painting and coating]). (Note: Apprentices and student learners also may engage in gutter and downspout work, construction for sheathing or base of roofs, installation of television antennas, air conditioners, exhaust and ventilating equipment and similar appliances.)
- \*17. Engaged in excavation (working in or backfilling trenches, building excavations, tunnels or shafts). (Note: Apprentices and student learners restricted to depths of no more than four feet, excavations whose side walls are shored or sloped to the angle of repose, and tunnels or shafts after all driving or sinking and shoring operations are complete.)