

CTAE COURSE PROGRAM GUIDE AND INVENTORY TIPS

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COURSE PROGRAM GUIDE

- Presented to the faculty during professional learning
- Highlights
 - Pathway Courses
 - Career Connections
 - CTSOs
- Posted on-line for parents to view prior to registration
- Not just CTAE – all electives included in finished product



Career, Technology, and Agricultural Education Department

COURSE PROGRAM GUIDE 2013-2014

Thomas County Central High School



FIRST PAGE

○ Introduction to Career Pathways

○ CTAE Course for Science Credit

Career, Technology, and Agriculture Education Department P.R.E.P. Academy

Career Pathways:

Thomas County Central High School's P.R.E.P. Academy is proud to offer students the opportunity to pursue both educational and career goals by offering Career Pathways as defined in the Georgia High School Graduation Requirements. We currently offer 12 pathways in 7 different program areas.

A **Career Pathway** is a sequence of three or more courses that match a student's academic and career interests which provides hands-on training and skill building in a career area. Students who complete a Career Pathway will take an **End of Pathway Assessment** to earn a work-related credential in his or her chosen area of study.

CTAE courses described in this guide are listed by program area and pathway.

CTAE Courses for Science Credit:

We currently offer three CTAE courses that satisfy the fourth science requirement for high school graduation and have been approved by the Board of Regents as a fourth science course. This means these courses are accepted by Georgia colleges and universities as a science credit for admissions purposes.

These courses are:

- General Horticulture and Plant Science (Agriculture, Plant Science Pathway)
- Animal Science Technology (Agriculture, Animal Science Pathway)
- Food & Nutrition Through the Lifespan (Family and Consumer Science)

We offer four CTAE courses that satisfy the fourth science requirement for high school graduation, but have not been approved by the Board of Regents as a fourth science course needed for college admission.

These courses are:

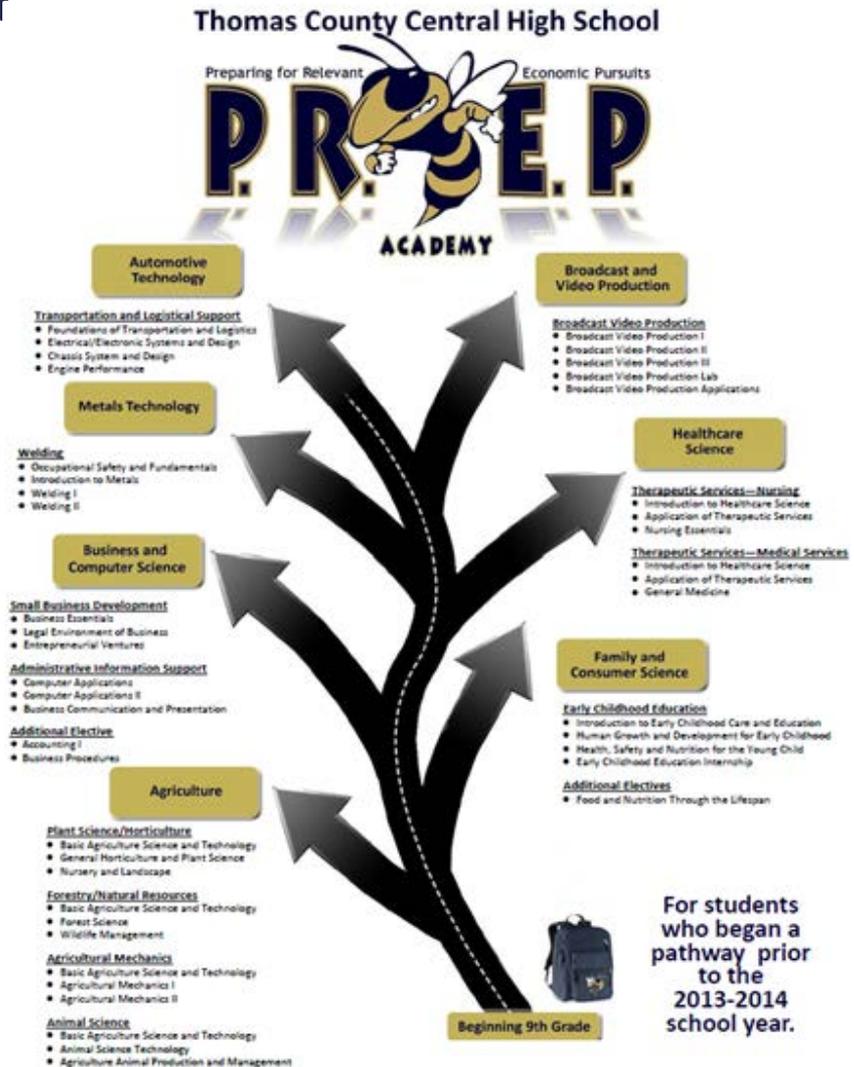
- Forest Science (Agriculture, Forestry/Natural Resources Pathway)
- Wildlife Management (Agriculture, Forestry/Natural Resources Pathway)
- Introduction to Healthcare Science (Healthcare Science, Nursing Pathway)
- Applications of Therapeutic Services (Healthcare Science, Nursing Pathway)

Information updated from the Georgia Department of Education (August 19, 2011).



PATHWAY PLANNING

- Developed 'Pathway' graphic for students
 - Old Pathways
 - New Pathways



SAMPLE PAGE

○ Course Information by Pathway

- Title
- Course Number
- Suggested Grade-Level
- Description

○ Connected Careers

AGRICULTURE			
Pathway: Plant Science/Horticulture			
Basic Agricultural Science and Technology 02.4710002 10th, 11th & 12th Grade THIS COURSE WILL TRANSITION TO THE NEW PATHWAYS	This course is designed as an introduction or support course for the Agriscience Pathway Program of Study. The course introduces the major areas of scientific agricultural production research; presents problem solving lessons and introductory skills and knowledge in agricultural science and agri-related technologies. Classroom and laboratory activities are supplemented through supervised agricultural experiences and leadership programs and activities.		
General Horticulture and Plant Science 01.4610002 10th, 11th & 12th Grade Board of Regents <u>approved</u> fourth science course.	Provides methods to produce, process, and market plants, shrubs, and trees used principally for ornamental, recreational, and aesthetic purposes and to establish, maintain, and manage horticultural enterprises.		
Nursery and Landscape 01.4700002 10th, 11th & 12th Grade	Introduces systematic cultural practices and business procedures used in nursery businesses; covers the production, marketing, and distribution of landscape plants and related landscape materials.		
Pathway: Forestry/Natural Resources			
Basic Agricultural Science and Technology 02.4710002 10th, 11th & 12th Grade	See description above.		
Forestry Management for Wildlife (Wildlife Management) 03.4530002 10th, 11th & 12th Grade	Prepares student to recognize opportunities in forestry for developing wildlife habitats; includes instruction in selection of tree species, development of feeding plots, tree harvesting methods to conserve wildlife, management for controlled hunting by leasing, firearm safety, management of wildlife populations, predator control, game and fish laws and regulations, and development and management of camping facilities.		
Forestry Science 03.4510002 10th, 11th & 12th Grade Fourth science course <u>not approved</u> by the Board of Regents.	Provides entry-level skills for employment in the forest industry and for further study; covers establishing forests by natural and artificial means, maintaining and surveying forest, identifying and protecting trees, practicing silviculture, measuring trees and land, mapping preparing for timber sales and harvest, employing multiple-use resource management, keeping records, and figuring taxes.		
Agriculture Careers:			
Ecologist Park Ranger Botanist	Field Inspector Fish Farmer Safety Engineer	Animal Nutritionist Crop Consultant Game Warden	Wildlife Biologist USDA Inspector Tractor Mechanic



OTHER INFORMATION INCLUDED

- Career Technical Student Organizations

Join a Career Technical Student Organization



- Nontraditional Career Information

**People in nontraditional careers
earn 20-30% more than jobs in
traditional career fields.**

- Work-Based Learning and Youth Apprenticeship

Youth Apprenticeship

11th and 12th Grade

*(Course number will vary depending upon
career focus area)*

Co-Operative Education

11th and 12th Grade

*(Course number will vary depending upon
career focus area)*

- Other Initiatives



SIMPLIFIED HANDOUT FOR TEACHERS

- Lists courses and course numbers of
 - Current Students
 - New Students
- Help guide students through preregistration discussion in TAA

Automotive Technology

CURRENT: For any student currently enrolled in an automotive pathway.

Transportation and Logistical Support Pathway	
<i>Foundations of Transportation and Logistics</i>	47.4710002
Electrical/Electronic Systems and Design	47.4760002
Chassis System and Design	47.5770002
Engine Performance Concepts	47.5790002

NEW: For any student who has not taken an automotive course (upcoming 9th graders, or 9th – 11th graders who are starting an automotive pathway).

Automotive Maintenance and Light Repair	
Basic MLR	47.4310002

Broadcast Video Production

CURRENT: For any student currently enrolled in a broadcasting pathway.

Broadcast Video Production Pathway	
<i>Broadcast / Video Production I</i>	10.4110003
Broadcast/Video Production II	10.4120003
Broadcast/Video Production III	10.4130003

Additional Courses:

Broadcast/Video Production Applications (BVP IV)	10.4140003
Broadcast/Video Production Lab (Fundamentals)	10.4150002

NEW: For any student who has not taken a broadcasting course (upcoming 9th graders, or 9th – 11th graders who are starting a broadcasting pathway).

Audio & Video Technology & Film	
AVTF I	10.4110003



INVENTORY TIPS

○ Inventory Process:

- Add items to inventory
 - As purchased
 - Distribute PO record for accuracy
- Conduct inventory
- Update inventory spreadsheet
- Submit for review

○ Forms

- Excel spreadsheet for inventory
- Inventory Directions



INVENTORY SPREADSHEET

	A	B	C	D	E	F	G	H	I	J
1	Thomas County Central High School									
2	CTAE Inventory									
3										
4	July 1, 2013 - June 30, 2014									
5										
6	Teacher					Code:	L	Lost/Stolen		
7	Room Number						B	Broken/Will Not Repair		
8	Department						O	Out of Date/No Longer in Use		
9							I	In Use		
10							S	In Storage		
11										
12	Item	Serial Number	Units	Units Added	Units Deleted	Total Units	Code	Purchase Date	Funding Source	Purchase Price
13						0				
14						0				
15						0				
16						0				
17						0				
18						0				
19						0				
20						0				
21						0				
22						0				
23						0				
24						0				
25						0				
26						0				
27						0				
28						0				
29						0				
30						0				



INVENTORY DIRECTIONS

Inventory Directions Updated 2014

Thomas County Central High School										
CTAE Inventory										
July 1, 2013 - June 30, 2014										
1	1. Name, Room Number and Department Listed			5. List the number of units you have added this year (2012-2013). NEW ITEMS GO IN THIS CATEGORY			8. Insert a use code for each item. If an item is in need of maintenance or repair, please get a list to the CTAE Director for summer maintenance.			
2										
3										
4										
5										
6	Teacher						Code: L	Lost/Stolen		
7	Room Number						B	Broken/Will Not Repair		
8	Department						O	Out of Date/No Longer in Use		
9							I	In Use		
10							S	In Storage		
11										
12	Item	Serial Number	Units	Units Added	Units Deleted	Total Units	Code	Purchase Date	Funding Source	Purchase Price
13						0				
14						0				
15	2. Check existing equipment and add new equipment on the blank lines.					0				10. Indicate if the funds were local, Perkins, CREG or IC
16										
17										
18						0				
19						0				
20						0				
21	3. Add serial numbers for all equipment in the lab/classroom. If Serial Number appears, please add the correct number.									
22			4. Check the number of units you have on-hand.							
23										
24						0				

NOTES:

- All lab equipment should be listed on a separate line with a serial number. For example, if you have 2 printers, you cannot list 2 in your quantity. You must list each printer separately.
- All student computer stations must be added to inventory. Please list each CPU and monitor separately.
- You may have two inventory sheets (one for classroom items like desks, tables, etc. and one for lab equipment). Check your tabs at the bottom of your spreadsheet.

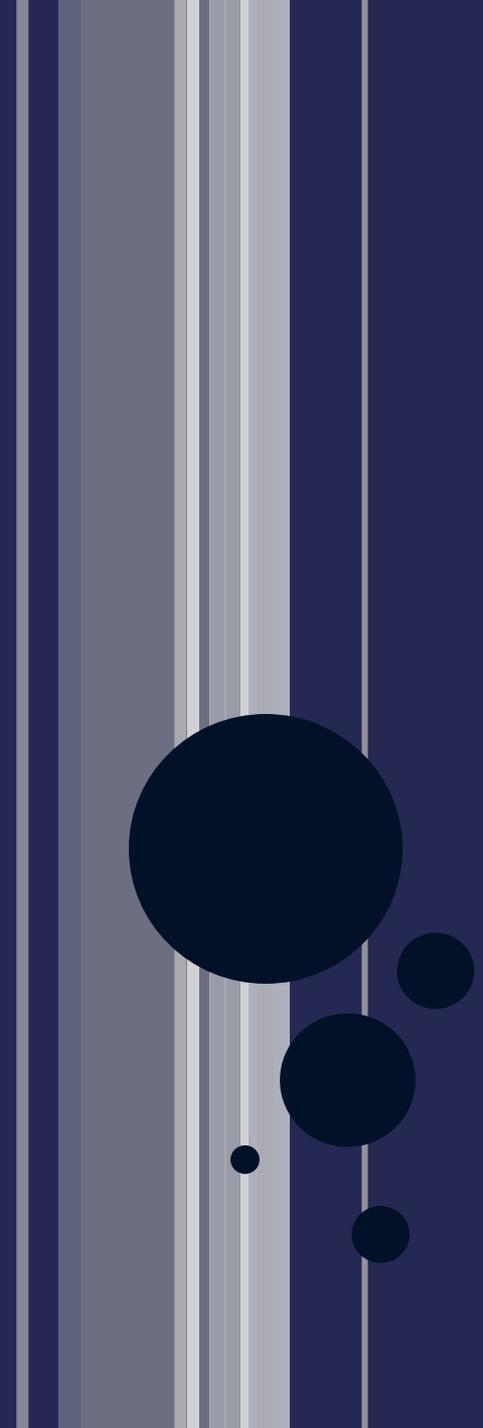
9. Enter the fiscal year in which the items were purchased.
Any items added this year will be FY14.

COMPLETED INVENTORY

	A	B	C	D	E	F	G	H	I	J
1	Thomas County Central									
2	CTAE Inventory									
3										
4	July 1, 2012 through June 30, 2013									
5										
6	Teacher	Travis Barrett				Code:	L	Lost/Stolen		
7	Room Number	Metals Lab					B	Broken/Will Not Repair		
8	Department	Metals					O	Out of Date/No Longer in Use		
9							I	In Use		
10							S	In Storage		
11										
12	Item	Serial Number	Units	Units Added	Units Deleted	Total Units	Code	Purchase Date	Funding Source	Purchase Price
13	24M Ironwork		1			1	I	FY10	CREG	\$ 16,176.74
14	Laser Light		1			1	I	FY10	CREG	\$ 562.17
15	Punch Ext Table		1			1	I	FY10	CREG	\$ 256.52
								FY10	CREG	\$ 691.30

Tabs at the bottom of the spreadsheet separate classroom/lab inventory.



A decorative vertical bar on the left side of the slide, featuring several thin, parallel stripes in shades of blue and grey. To the right of these stripes are several solid black circles of varying sizes, arranged in a vertical line that tapers towards the bottom.

FOR MORE INFORMATION:

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