

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6699

Richard A. DiPatri, Ed.D., Superintendent



August 9, 2007

MEMORANDUM

TO: Secondary Principals

FROM: Richard A. DiPatri, Superintendent

SUBJECT: **Procedures for Changes in Career and Technical Education (CTE) Programs**

The District has adopted three strategic plan objectives dealing with Career and Technical Education (CTE) programs at the secondary level. These objectives state:

- “Expand program offerings of the **CHOICE** program including TV Production and Digital Media and provide a **comprehensive selection of career and technical education programs for all high school students.**”
- “Provide access to a **minimum of three career and technical exploratory program areas** to include business technology education, family and consumer sciences, and technology education for students at every middle school.”
- “Implement a **comprehensive industry-certification program for career and technical education programs** in grades 9-12.” (Board Priority Objective 2006)

In order to achieve these objectives and prepare for implementation of Secondary Schools of National Prominence, the District routinely reviews the program offerings in CTE to allow students from each area of the district to access all programs equitably. The District allocates funds to renovate and equip labs in an effort to provide a variety of appropriate CTE programs in the secondary schools. Renovations to additional programs and labs are underway or are included in the 7-Year Facility plan for the future.

The District has a responsibility to provide students with a variety of programs and to make wise use of limited fiscal resources. In the past, there have unfortunately been cases where expensive labs have been closed after only a few years of use. Avoiding these situations requires a higher level of communication between the schools and district concerning CTE programs and course offerings.

When changes are being considered in any CTE programs at a school or if there is a problem with the facility, instruction, or enrollment in a CTE program, the principal should contact the Director of Career and Technical Education immediately. These requests will be reviewed and the potential impact changes or problem solutions would have on the District’s ability to deliver CTE programs to students in that geographic area must be considered.

The final decision regarding any changes in the CTE program must be made at the district level. This procedure has been in place since November 2001. As a reminder, schools may not

Phone: (321) 633-1000, ext. 233 • FAX: (321) 633-3432

implement new CTE programs or cancel existing ones without district approval and support. Adhering to this procedure is essential for the welfare of our students and for accomplishing the objectives of the Strategic Plan and Secondary Schools of National Prominence initiative.

C: Area Superintendents
Brenda B. Blackburn
Margaret Lewis
Secondary Curriculum Contacts
CTE Resource Teachers