

MONITORING REMINDERS

1. Monitoring: OCTOBER 22nd through October 26th

The Louisiana Department of Education will be on-site to audit all schools who benefit from Carl Perkins. Prior to this on-site visit, I will be contacting you for the desk review audit. I will need information from all schools to submit. I am thanking you in advance for your assistance.

It is EXTREMELY important that **ALL equipment** that has been purchased with CARL PERKINS funding be assigned to a CTE teacher. For example, if a CTE teacher had a SmartBoard and transferred from your school you **CANNOT let a NON-CTE teacher** have that SmartBoard. That SmartBoard must be moved to the room of the CTE teacher who replaced the CTE teacher who left or of another CTE teacher who entered your employ. If you did not replace that teacher I need to know so that we can do a transfer of assets and move the equipment to another CTE teacher. Thanks for your understanding.

§3105. Scheduling Career and Technical Courses: A. Where safety hazards exist, only one course shall be scheduled during a single class period under one CTE teacher.

§3101. Physical Environment and Equipment: A. The LEA shall provide appropriate physical environments for the instructional programs in Career and Technical Education (CTE) and maintain conditions that ensure the safety and health of students.

Heavy equipment laboratories, such as woodworking, metal working, multipurpose, automotive, and most machine laboratories, should have a minimum area of 75 square feet per student.

Light equipment laboratories, such as those used for teaching electricity, electronics, drafting, manufacturing, communications, etc., should have a minimum area of 50 square feet per student.

2. Scheduling

- a. Please refer to the Universal Course list when scheduling students. If you have any questions please contact my office.
- b. **Health Science:**
 - First Responder (EMR) MUST Be 16 by May 31st. All students should take First Responder before graduating.
 - Sports Medicine I and II are full credit classes.
 - Certified Nursing Assistant can be taken as a **junior** if the student is **17** by the time the course starts (**CNA is also statewide pathway = 110 points**). **Seniors will get preference.**
- c. **Family and Consumer Sciences:**

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- Food Science should be added to your schedule for Juniors and Seniors in the hospitality pathway as this will allow funding for those FCS/Culinary programs.
 - Nutrition and Food and Advanced Nutrition are full credit classes and should fill the bulk of your FCS teacher's schedules. **Please use caution with FCS courses. Nutrition and Food/Advanced Nutrition and Food are transferable across both Health Science and Hospitality Pathways.**
- d. **Oil & Gas:**
- For SENIORS ONLY (**Also a state pathway= 110 points**)
- e. **NCCER Technical Core:**
- Currently, the "CORE" is embedded in AgriScience I and other CTE Technical Courses. Although NCCER Technical Core is a course that has been created for the certification of the CORE, it is still acceptable to embed the curriculum **within AgriScience and other skills courses that are introductory courses, i.e. Basic Woodworking courses.**
 - Due to the limited number of instructors, I highly recommend **keeping the CORE embedded** within **AgriScience I** or an **introductory class such as Basic Woodworking** and once the student completes certification in the CORE they may receive a **Carnegie credit for the NCCER Technical Core with a grade of "P" on their transcript.** If a student does **NOT** receive CORE certification in AgriScience I then they would take **AgriScience II where they could complete and then receive Carnegie credit for the NCCER Technical Core with a grade of "P" on their transcript.** **Please contact me as to which courses the CORE can be embedded within if you believe you have a course it could fit that is not listed here.**
 - **JumpStart Cohort Students may NOT enroll in any NCCER skills course without having obtained their IBC in the "CORE".** The CORE credential is a prerequisite to Level I in NCCER certification. Please contact me if you need clarification on this issue or have any other questions.
- f. **SP/2:**
- **SP/2 should be embedded in JTC** and may be embedded in AgriScience II, Outdoor Power Equipment, &/or Small Engines. This is a 10 point state IBC.