

Beeville ISD
BOARD OF TRUSTEES

Date: 6-15-2016 Presented By: Erasmo Rodriguez

Subject: CTE Coordinator Stipend Related Page(s) _____

Action

BACKGROUND INFORMATION:

The CTE Department has not had a CTE Coordinator for the past 4 years. This Department has 12 teachers and is a critical educational component for over 90% of the students at A.C. Jones High School. The CTE Department offers a variety of exciting courses that are too numerous to list. We believe that we are on the edge of having an exemplary program in the near future. The missing element is the vision, leadership and supervision of a single person who is committed to maximizing the impact of a CTE program for our students.

The management of a quality program is a year round process. Local state and federal guidelines, mandatory paperwork, accountability and deadlines must be met without fail. A CTE department is either doing things correctly or they are working to be audited and penalized. A CTE Coordinator is the insurance that a school district will not have to face the evaluation and penalties for things left undone.

This request for a CTE Coordinator would assist with the following task:
This coordinator will also be continuing classroom instruction as a teacher in the CTE Department. The coordinator will be given an extra planning period to perform/assist with the tasks below:

- A. Evaluate and meet with CTE Teachers
- B. Research, write and maintain grants to expand our CATE Career and Technology course offering to be aligned with the endorsements (TEA)
- C. Keep up with the daily to day expenditures of the CATE teachers
- D. Oversee and make sure that students enrolled in CTE, ensure courses are coded correctly for district/TEA funding purposes
- E. Oversee the Carl Perkins Grant expenditures
- F. Perform "walk thru" of CTE teacher classes
- G. Assist the CATE staff when going on field trips, make hotel/ travel arrangements and request buses
- H. Communicate with the principal on a bi-weekly bases to discuss progress of the program and any issues that may arise.
- I. Oversee fund raising events requested by the CATE teachers

To meet the needs, we are asking for Board consideration and approval of a \$ 10,000.00 stipend to be added to an instructor salary.

RECOMMENDATION:

Approval

BOARD ACTION REQUIRED

I move the Board approve the