

Education and Training - New Instructor Resources



**Resource for New
Instructors**

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**Department of
Education &
Workforce**

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Program Designs

Career-Technical Education is a unique educational experience that inspires students to identify paths to future success and provides students opportunities to demonstrate the knowledge and skills necessary for high school graduation and beyond. Students learn through career exploration, taking college courses, and earning industry credentials. They receive customized learning that aligns their passions and interests to their career aspirations. Courses in these programs should be selected to address student needs in preparation for the next steps on their path after secondary education completion.

Career Field Pathway Program

- Programs are made up of at least four courses with attached WebXams.
- When determining scope and sequence, consider grade level offering. There are many possible combinations including, but not limited to, the following:
 - One course in 9th, 10th, 11th, and 12th grades;
 - Two courses in 11th and 12th grades; or
 - One course in 10th grade, one in 11th grade, two in 12th grade.
- Courses must have a minimum of 450 seat hours.
- The Capstone course option does not count towards four courses as it does not have an attached WebXam; utilize it for Work-based Learning opportunities or other such course structures.
- Middle school courses (coded as VM in EMIS) do not count towards the four courses because middle school students cannot sit for WebXams.

Industry Credential Only Program

- 12 IRC points required for graduation pathway
- Can be an option for those who do not enter at the start of a program

Curriculum

Most instructors develop their own sequence, pacing, and instructional materials based on [Education and Training Standards](#) and [course options](#), or they collaborate with a cohort of other instructors to develop the curriculum.

Assessment

To access your course specific details using the following WebXam links, you will need a WebXam account and be logged in to the account:

- [WebXam News](#) – WebXam landing page with updates posted;
- [WebXam Users Guide](#) – Guides for ordering tests, managing users, viewing reports and other useful functions in WebXam;

- [About the E&T WebXam](#) – Access Blueprints and Standards and see performance standards for the tests associated with each course;
- The E1 Teaching Profession Education Principles Course is combined with the Portfolio – 60% of students’ scores come from WebXam, which determines eligibility for attached CTAG;
- [Retest windows](#) – 30 days after testing in the same academic year;
- [Portfolio rubric](#) – 40% of students’ scores from portfolio for CTAG;
- Assessors are instructor selected and trained;
- You will need two assessors/portfolio; discrepancies of 12.5% require a third assessor.

College Credit Opportunities

Career-Technical Education not only prepares students for the workforce, but also allows them to start on their post-secondary path. There are several options for providing students opportunities to earn accelerated and dual enrollment credit: [Career-Tech Assurance Guides](#), bilateral agreements, and [College Credit Plus](#). CTAGs provide free direct college transcript credit for the associated equivalent college course at any in-state, public university upon matriculation. Bilateral agreements are established with specific partner universities to provide credit for any agreed upon coursework. CCP courses, like CTAGs, provide transcript credit for the college course at any in-state, public university upon matriculation.

CTAGs are attached to specific CTE courses in the pathway:

- [Teaching Professions](#)
 - Education Principles – CTEDU007 Introduction to Education
- [Early Childhood Education](#)
 - Early Childhood Education Principles – CTECE001 Introduction to Early Education
 - Health, Safety, and Nutrition – CTECE002 – Health, Safety, and Nutrition
 - Infant and Toddler Education – CTECE003 – Infant and Toddler Curriculum

Be sure to have the students select “Yes, I authorize the Ohio public college or university to post credit on my transcript” on the [CTE CTAV Acknowledgement](#) to grant Ohio public colleges and universities permission to post credit(s) associated with their completed WebXam to their transcripts.

Do you grant permission to Ohio public colleges and universities to post credit associated with the completed WebXam to your transcript if you have applied and intend to enroll at the institution?

Yes, I authorize the Ohio public college or university to post credit on my transcript

No, I do not authorize the Ohio public college or university to post credit on my transcript

If they close the dialogue box without selecting “yes”, it will put them lower on the priority list for getting credits awarded and slow down the process for credits to appear on their

transcript. Selecting the “No” option puts them on the very bottom of the priority list. The students will still get their credits, but it will take longer and add additional steps to getting the credit on their transcript.

Advisory Boards

Business and Industry Advisory Boards are made up of individuals who represent the various entities that might have an interest in the program or career pathway and serve to provide insight and resources to the program. Programs are required to conduct at least one meeting each year, but this requirement may vary per district.

Advisory boards should be composed of students (current/former), parents, industry representatives (post-secondary partners, other teachers, counselors, administrators, etc.)

The function of the advisory boards is to provide input on the state of the industry, skills, equipment, current practices, advise curriculum and assessment improvement, provide support for the program through resources, work-based learning opportunities, CTSO involvement, portfolio scoring, in class visits and hands-on demonstrations, etc.

Work-Based Learning

- What counts as [Work-Based Learning](#)?
 - It occurs at an approved worksite;
 - It does not occur during active instructional time;
 - It is supported by an instructor and industry mentor;
 - There is a learning agreement in place. A template can be found on the [WBL website](#), or a district can develop their own as long as the following are included:
 - Detailed roles and responsibilities of the instructor, mentor and student;
 - Alignment between standards/learning objectives and work tasks is identified;
 - Instructors and mentors provide evaluation and feedback.

Career-Technical Student Organization (CTSO)

All students enrolled in the Education and Training Program must be enrolled in a CTSO. The Education and Training Pathway has two approved options: Educators Rising (EdRising) and Family, Career and Community Leaders of America (FCCLA). Programs may utilize either or both organizations as their CTSO.

EDUCATORS RISING

EdRising has [23 competitive events at the state conference level](#), and [27 competitive at the national level](#), all directly aligned with the Education and Training standards and curriculum.

- [Register with Nationals](#) – Registration is done on a per membership basis, and a chapter may be started with at least one Teacher Leader and at least one student membership. Registering with Nationals will automatically register members at the state level. Registration for EdRising also provides membership to Phi Delta Kappa, International.
 - \$20 dues (\$15 for Nationals, \$5 for State) paid directly to Nationals;
- Students can participate in competitions and breakout sessions at state and national conferences, as well as submitting to present breakout sessions at state and national conferences;
- EdRising activities are co-curricular and can be incorporated into classroom instruction;
- EdRising members can serve as State Officers and Executive Committee members.
- Educators Rising members also receive free access to The Teaching Channel resources, the National Board Atlas Video Library, and a free subscription to the Kappan Magazine.

FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

[FCCLA](#) has 27 Career Development events at the National level and four at the State level specifically aligned to the Education and Training standards. The four state competitions are Observation and Assessment, Lesson Presentation, Language and Literacy, and Curriculum Unit Development.

- Registration varies by package selected:
 - Individual: \$6.00 (State) plus \$9.00 (National) - \$15.00 per member and per adviser;
 - Middle School Package: \$420 (State) plus \$250 (National) - \$670 per chapter plus \$15.00 per adviser;
 - Up to 25 Package: \$150 (State) plus \$395 (National) - \$545 per chapter plus \$15.00 per adviser;
 - Unlimited Package: \$516 (State) plus \$775 (National) - \$1,291 per chapter plus \$15.00 per adviser.
 - Chapters must affiliate a minimum of 12 members

For more information on FCCLA, contact the state adviser, Christina Jackson at christina.jackson@education.ohio.gov.

For more information or Additional Assistance

Dr. Josh Coleman is the Education Program Specialist for the field and the Educators Rising State Coordinator. If you need any assistance, contact him at joshua.coleman@education.ohio.gov, or call (614) 644-9340.

You can also sign up for the [monthly newsletter](#) to stay current on upcoming events and happenings in the Education and Training pathway.