# **ADVANCE CTE EXCELLENCE IN ACTION AWARD**

**PROGRAM SUMMARY**

Advance CTE is pleased to announce a call for applications for the fifth annual Excellence in Action awards, through which we recognize and honor superior Career Technical Education (CTE) programs of study from across the nation.   
  
**CRITERIA FOR JUDGING**

Selected programs will exemplify excellence in:

* Implementing Career Cluster®-based [programs of study](https://careertech.org/programs-study);
* Maintaining effective employer and business partnerships;
* Demonstrating alignment to rigorous and relevant college- and career-ready expectations;
* Demonstrating a clear progression of knowledge and skills and student transitions across secondary and postsecondary systems;
* Integrating successful career guidance and advisement;
* Integrating high-quality work-based learning experiences;
* Highlighting alignment to workforce and employer needs in the community; and
* Providing concrete data on the program of study’s impact on student achievement and success at both the secondary and postsecondary levels.

**ELIGIBILITY**

* This award is open to any secondary or postsecondary schools or colleges in the United States. Your school or institution may submit one application per [Career Cluster](http://careertech.org/career-clusters);
* The program of study must have at least one full graduating class;
* Your program must be eligible to receive funding from the Carl D. Perkins Career and Technical Education Act;
* Applications that do not include data to demonstrate positive impact on student achievement will not be eligible for consideration.
* If your program has received in an award in the past, you may not apply for that same Career Cluster. However, your school or institution may apply in a different Career Cluster.

**AWARD SUBMISSION REQUIREMENTS**

Complete applications will contain the following:

* A completed application including supplemental materials by the application deadline of **November 15, 2017 at 5 p.m. ET.**
* At least one letter of support from an employer or business partner supporting the program of study; and
* At least one additional letter of support from a partner (education, community or business) of your choosing.
* *Optional:* Supplemental materials including photos, videos, news articles, etc., are welcome but not required.

The application must be submitted using [this form](https://careertech.org/2018-excellence-action-application). The application must be submitted in a Microsoft Word format. Supplemental materials, including the letters of recommendation, must be combined and submitted as **one** PDF document.

*Please note:*

* Submissions should **not** include any personally identifiable student.
* The application does not have a page limit, however, many questions do have a word limit. Please do not submit responses that go beyond this limit. Also, submissions that do not contain all the required materials (a completed application, two letters of support and supplemental materials in the correct formats) will not be advanced for consideration.

**WINNERS WILL RECEIVE**

* A banner to hang in their school or institution;
* A digital banner to use in email and print materials as they so choose; and
* Travel and one hotel room for one night in Washington, DC for a representative to be recognized at an awards ceremony to be held the week of April 4-6, 2018.

**WINNERS WILL ALSO BE FEATURED IN**

* A national press release, which will be distributed to national media.
* A winner-specific press release to distribute to local media;
* A standalone one-pager;
* A standalone blog on the [Learning that Works blog](http://blog.careertech.org/);
* Representation on the Advance CTE [website](http://www.careertech.org).
* Many past winners have been featured in national conferences, in briefs and reports, on webinars and in the media.

**HOW TO APPLY**

* Fill out the following application.
* Once you have finished, complete [this form](https://careertech.org/2018-excellence-action-application) and upload the following:
* Your full application saved as a Word document (.docx)
* All of your supplemental documents or evidence consolidated as one PDF document.

# **BACKGROUND INFORMATION**

1. Program of study name:

Public Safety-EMT/Fire

1. Point of Contact  
    Name: Brian Wilfong

Email Address: bwilfong@c-tec.edu

Phone Number: 740.364.2718  
Address: 150 Price Rd. Newark, OH 43055

1. Applicant’s School/College: Career & Technology Education Centers of Licking County (C-TEC)
2. State: Ohio
3. Type of institution (click the box to check)

Area technical center

Career academy

Comprehensive high school

Community college

Technical college

Other (please specify)

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1. Career Cluster in which your program of study should be considered (Follow this link for a further explanation of each Career Cluster [careertech.org/career-clusters](http://careertech.org/career-clusters)) **(Select only ONE):**

Agriculture, Food & Natural Resources Career Cluster

Architecture & Construction Career Cluster

Arts, A/V Technology & Communications Career Cluster

Business Management & Administration Career Cluster

Education & Training Career Cluster

Finance Career Cluster

Government & Public Administration Career Cluster

Health Sciences Career Cluster

Hospitality & Tourism Career Cluster

Human Services Career Cluster

Information Technology Career Cluster

Law, Public Safety, Corrections & Security Career Cluster

Manufacturing Career Cluster

Marketing Career Cluster

Science, Technology, Engineering & Mathematics Career Cluster

Transportation, Distribution & Logistics Career Cluster

1. In three sentences or less, describe your program of study, including the secondary and postsecondary components and how long the program of study has been in place.

Our secondary and post-secondary programs teach fire and EMT components following the Ohio Division of Public Safety guidelines.

High School program began in July of 2007-10 years old.

Adult Ed program is 30 + years old.

1. Please check the geographical and demographic setting for your program of study and describe the geographic and economic conditions of the region served by the school.

Urban

Suburban –small city

Rural

Other

# 

# **STUDENT POPULATION & DATA**

1. Please describe your program of study’s demographic and outcome data for the most recent academic year(s). It is our strong preference to have data from both secondary and postsecondary levels. If this is not available, please provide an explanation as to why the data from the other learner level is not available. Applications that do not include data to support positive impact on student achievement will not be eligible for consideration. (100 word limit)  
     
   We serve students at the junior and senior level in high school (pulled from 11 associate schools across Licking County, all eligible adult learners, and employees sent by local fire departments.

C-TEC serves as the CTPD for Licking County.

Also-see report card in pdf file.

**NOTE**: Please specify if and when you are using a percentage with a different denominator (e.g., seniors) than the one listed.

**When completing the data section, please only use percentages and include data that is from your program of study, not the entire school/institution. Additionally, only include data where students are eligible to participate (e.g., only seniors in high school will be eligible for the section asking for percent of seniors who graduated high school, so only seniors should be included in that data; if your work-based learning only occurs within a specific grade level, only include them in your data for that category.)**

|  |  |  |  |
| --- | --- | --- | --- |
| SCHOOL YEAR | 2014-15 | 2015-16 | 2016-17 |
| **SECONDARY-LEVEL DATA** | | | |
| **Total number of students served by your program of study** | 29 | 26 | 27 |
| % male students | 71% | 73% | 96% |
| % female students | 29% | 27% | 4% |
| % minority students | 21% | 0% | 0% |
| % low-income students | 29% | 1% | 4% |
| % students with disabilities | 29% | 1% | 4% |
| % English language learners | 0% | 0% | 0% |
| Other relevant *demographic* data |  |  |  |
| % of students who earned postsecondary credit (dual enrollment, AP, etc.) | 0% | 30% | 40% |
| % of students who earned an industry-recognized credential | 100% | 100% | 100% |
| % of students who participated in work-based learning | 0% | 0% | 0% |
| % of seniors who graduated high school (who were eligible/seniors) | 100% | 100% | 100% |
| % of graduates who enrolled in postsecondary education (who were eligible/seniors) | 28% | 73% | 30% |
| % of graduates who entered the workplace and/or military (who were eligible/seniors) | 86% | 87% | 100% |
| **POSTSECONDARY-LEVEL DATA** | | | |
| **Total number of students served by your program of study** | 89 | 124 | 58 |
| % male students | 77% | 77% | 59% |
| % female students | 23% | 23% | 41% |
| % minority students | 7% | 3% | 7% |
| % low-income students | 29% | 25% | 84% |
| % students with disabilities | 1% | 1% | 2% |
| % English language learners | 0% | 0% | 0% |
| Other relevant *demographic* data |  |  |  |
| % of students who completed postsecondary/earned a degree or certificate (who were eligible) | 84% | 87% | 91% |
| % of students who earned an industry-recognized credential (who were eligible) | 83% | 67% | 90% |
| % of graduates who entered the workplace and/or military (who were eligible) | 57% | 77% | 78% |
| % of graduates who transitioned to further postsecondary education (who were eligible) | 47% | 15% | 17% |

1. Provide links to the source of the above data. If the links are not publicly accessible, please explain the source of the data.

See attachments in pdf document. Other sources are our application and enrollment data, provided by our School Improvement & Accreditation Coordinators.

1. How does your school or institution ensure equitable access and outcomes for students with diverse backgrounds? (150 word limit)

C-TEC is an equal opportunity education and employment institution.  The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its educational programs or activities and provides equal access to the Boy Scouts and other designated youth groups.  The C-TEC Board of Education has designated the Director of the Secondary Center as Civil Rights and Section 504 Coordinator, and the School Improvement Coordinator as Title IX Compliance Officer.

1. If applicable, what strategies or technologies do you use to close access gaps? (e.g. integrated digital learning, virtual work based learning.)

For students who do not meet the academic cut scores for adult program enrollment, C-TEC offers free academic remediation classes so that students can improve their skills and re-test for eligibility.

To increase access for nontraditional populations (females and minorities), C-TEC uses outreach and marketing strategies to increase nontraditional enrollment. All instructors participate in professional development to ensure equitable and inclusive teaching strategies.   
  
As a result, C-TEC’s adult public safety programs have experienced a significant increase in the number of females, racial minorities, and economically disadvantaged students.

1. What activities does your school or institution do to recruit elementary, middle, high school students and/or adult learners into the program of study? Please provide examples. (150 word limit)

\*High school programs teach fire safety in our Preschool Academy

\*Eight Grade Experience for every 8th grader in Licking County

\*Sophomore Hands On

\*C-TEC Community Open House

\*Evening of Exploration  
  
Adult learners: partnerships with local fire departments, health care institutions, and law enforcement. C-TEC adult also uses social media, television, newspaper and billboard marketing strategies.

1. Is your program of study associated with a Career Technical Student Organization (CTSO)? If so, which one(s) and in what way(s)? (Check the [approved list](http://www.ctsos.org/ctsos/) of CTSOs) (50 word limit)

100% membership with HOSA for secondary programs

5 CTSO activity days per school year

1. Describe how career guidance/advisement is integrated into your program of study to support students’ completion of the program of study and entry into additional education/training and/or a successful career. Where applicable, describe the tools (individual career and academic plans, career exploration websites, etc.) that are provided to learners and how they are used. (200 word limit)

Accuplacer

WorkKeys Assessment tool

Adult programs utilizes a Career Assessment and Counseling Center

Study Skills workshops for adult learners

# **COLLEGE- AND CAREER-READY STANDARDS/EXPECTATIONS**

1. Please describe how your program of study was developed and how it ensures students are academically and technically prepared for postsecondary education and careers. Please also address the following:
   1. How were employers involved in the development and/or maintenance of your program of study? –Advisory Boards and instruction
   2. How does this program of study meet the economic needs of your community? – They employ our graduates
   3. How does this program prepare students for postsecondary education? –High school grads ready for employment and paramedic career pathway. They also graduate with 19 semester hours.
   4. How were both secondary and postsecondary educators involved in the development and/or maintenance of the program of study?-Attend Ohio Division of Public Safety updates, maintain EMT registry and Fire charter, work activity with Advisory Board and county fire departments.

1. Which technical, academic and/or employability skill standards does your program of study incorporate at the secondary and/or postsecondary level and how? (Please list the standards you use and be specific regarding how your program uses industry, national, state and/or locally-developed standards) (250 word limit)

|  |  |
| --- | --- |
| **Standard Types** | **Please list the standards your program of study uses and how it uses them below:** |
| Academic Standards | The Ohio Department of Education  Ohio Department of Higher Education |
| Career Cluster or Technical Standards | Ohio Department of Education  Ohio Division of Public Safety |
| Employability Standards | Offering the recognized credentials  National Career Readiness Certificate (Work Keys, ACT) |
| Other | n/a |

# **SEQUENCE OF COURSES & CREDIT TRANSFER**

1. Please fill out the chart below, and describe your program of study’s course sequence by grade level, including the relevant or required academic and technical courses, as well as other required activities.   
     
   Make sure to highlight the course sequence that bridges secondary and postsecondary education, and explain how your program of study ensures students gain the broader Career Cluster-level knowledge/skills and, over time, gain the more specific occupation-level knowledge/skills as they progress through the program of study. You can also include graphics or [plans of study](http://careertech.org/sites/default/files/PlanStudy-CareerCluster-AG_0.pdf) of the course sequence in lieu of filling out the chart below.

See attached plans of study

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grade/Year | English/Language Arts | Math | Science | Social Studies/ Sciences | Other Required Courses/Other Electives/Learner Activities | CTE Courses and/or Degree Major Courses |
| **9** | n/a | n/a | n/a | n/a | n/a | n/a |
| **10** | n/a | n/a | n/a | n/a | n/a | n/a |
| **11** |  |  |  |  |  |  |
| **12** |  |  |  |  |  |  |
| **13** |  |  |  |  |  |  |
| **14** |  |  |  |  |  |  |
| **15** |  |  |  |  |  |  |
| **16** |  |  |  |  |  |  |

1. How do you ensure that CTE instruction and coursework is integrated with core academics?

We have to meet State of Ohio and our credentialing bodies graduation requirements.

Audits also ensure compliance.

We offer local professional development opportunities for collaborative efforts between CTE and academic instructors.

1. List the opportunities for students to earn articulate and/or transcript dual enrollment credit across K-12 and postsecondary, such as AP/IB, dual and concurrent enrollment, capstone experiences and/or transcripted credit articulation agreements. (250 word limit)

Dual enrollment does not exist anymore; we now utilize College Credit Plus and AP in 2 academic content areas.

Post-secondary is CT 2 approved for credits for EMT and Fire.

1. Please provide information on **at least three partnerships** with *education institutions and groups* your program of study has, and describe how these partnerships have been built, maintained and sustained over time. Use this space to specifically address the secondary and postsecondary partners that contribute to and maintain this program of study.

|  |  |  |
| --- | --- | --- |
| **Education Partnership Name** | **What role does this partner have in directly supporting your program of study?** | **How many years has this partnership been active, and how was this partnership developed?** |
| Central Ohio Technical College (COTC) | They offer our students credit | 6 years, developed thru articulation agreements. |
| Central Ohio Fire Consortium (CPAT) | Direct employment access | 5 years, developed thru C-TEC and local fire chiefs |
| Licking County Fire Chiefs Association | Offer our students membership & scholarship funds. | 3 years, developed thru C-TEC and local fire chiefs. |
| Public Safety Advisory Board | Works to maintain up to date curriculum and industry standards and meet employment needs. | Since program inception |

# **ALIGNMENT WITH INDUSTRY AND BUSINESS NEEDS**

1. Please describe how your program of study is aligned with the needs of the workforce and industry in your community. Make sure to include information on how the program of study helps meet workforce demand identified by business and industry. If applicable, what labor market data does your program of study use to align to workforce needs? (250 word limit)

C-TEC uses Ohio Labor Market Information to develop, maintain, and improve current programs. Currently, the U.S. Department of Labor has identified EMT-B as an “in demand” occupation for the Columbus Ohio Metropolitan Statistical Area (MSA). Please see our Workforce Inventory of Education and Training (WIET) site for our current listings: <https://owcms.ohio.gov/wiet/index.xhtml>

Furthermore, C-TEC meets and exceeds the current public safety program of study prescribed by the Ohio Department of Public Safety. Our instructors serve on state curriculum review panels and provide critical input into the development of updated courses of study.

1. Are ALL students in the program of study required to participate in a work-based learning opportunity? YES or NO.

No, not required within credentialing guidelines.

1. Please describe the work-based learning opportunities available to students who participate in this program of study. (250 word limit)

N/A

1. Please list the industry-recognized credentials/certifications/licenses offered/required. If your program of study does not include industry-based credentials/certifications, please explain why. (200 word limit)

|  |  |
| --- | --- |
| **Offered** | **Required** |
| Professional Fire training | Professional Fire card |
| EMT | EMT registry |
|  | NIMS 100 & 700 |
|  | American Heart Association AED/CPR |

1. Please describe how you ensure the instructors teaching this program of study keep up-to-date on advancements in the workplace, such as participating in externships and/or requirements to have current industry credentials. (100 word limit)
2. Must hold Ohio Division of Public Safety credentials
3. Meet ODE and ACCSC requirements
4. All active within the industry
5. Please provide information on **at least three** *business, industry and/or labor* partnerships your program of study has, and describe how these partnerships have been built, maintained and sustained over time.

|  |  |  |
| --- | --- | --- |
| **Business/Industry Name** | **What role does this partner have in directly supporting your program of study?** | **How many years has this partnership been active, and how was this partnership developed?** |
| Central Ohio Technical College | College credit, career pathways | 6 years, developed thru collaboration between C-TEC & COTC |
| Licking County Fire Chiefs Association | Offer current public safety information pertaining to Licking County; support our Fire & EMT programs thru partnership and instruction. | 20+ years, developed collaboration between local business and education entities. |

1. Please feel free to use the space below to share any other information or evidence of success of your program of study and the students who participate. (Optional)

\*Many successful student outcomes, including military service, college, and direct employment in the industry.-as noted in our collective data.

1. If applicable, please provide more detail on any partnerships your program of study has that have not been mentioned already. This includes community groups, non-profits, volunteer organizations, etc. Describe how these partnerships have been built, maintained and sustained over time. (Optional)

|  |  |  |
| --- | --- | --- |
| **Additional Partnerships** | **What role does this partner have in directly supporting your program of study?** | **How many years has this partnership been active, and how was this partnership developed?** |
|  |  |  |
|  |  |  |
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# **SUBMIT YOUR APPLICATION**

**SUBMIT YOUR APPLICATION**

* Fill out this application.
* Once you have finished, complete [this form](https://careertech.org/2018-excellence-action-application) and upload the following:
* Your full application saved as a Word document (.docx)
* All of your supplemental documents or evidence consolidated as one PDF document.

**THANK YOU!**

Thank you for completing this application! The selection committee will convene in December 2017 to review the applications and make final decisions. You will know the status of your application by January 25, 2018. The programs of study will be evaluated based on their effective leveraging of partnerships, alignment to rigorous and relevant college- and career-ready expectations, clear progression of knowledge and skills across secondary and postsecondary systems, integration of successful career guidance/advisement, and key indicators of student success.

Don’t forget to use the Excellence in Action award submission checklist to make sure you’ve completed your application in its entirety.

We look forward to learning more about your program!

For questions, concerns please contact [awards@careertech.org](mailto:awards@careertech.org).