# **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: **Early Childhood Care and Education**
2. Point of Contact
 **Name: Mrs. Kathryn Strouse**

**Email Address: kstrouse@mbit.org**

**Phone Number: 215-343-2480
Address: 2740 York Road**

 **Jamison, PA 18929**

1. Applicant’s School/College: Middle Bucks Institute of Technology
2. State: Pennsylvania
3. Type of institution (click the box to check)

 [x]  Area technical center

[ ]  Career academy

 [ ]  Comprehensive high school

 [ ]  Community college

 [ ]  Technical college

Other (please specify)

|  |
| --- |
|  |

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

 [x]  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.

**The Early Childhood Care and Education program has been in place for over twenty years and prepares students for a variety of careers working with children through both theory and practical experiences.** **Students assist in the operation an on-site childcare center that is licensed as both a Pennsylvania-approved and a Keystone Stars 3 center. The program is also aligned to the Child Development Associate (CDA).**

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

 [x]  Suburban

 [ ]  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)

**The Early Childhood Care and Education program is a high school program. Post-secondary data is not available. The school attempts to collect that information through follow up graduate surveys, but the response is too low to provide accurate data.**

**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**  |  |  |  |
| % male students  | **.1%** | **1%** | **1%** |
| % female students  | **99%** | **99%** | **99%** |
| % minority students | **15%** | **8%** | **14%** |
| % low-income students  | **20%** | **17%** | **19%** |
| % students with disabilities  | **70%** | **77%** | **67%** |
| % English language learners | **0%** | **0%** | **0%** |
| Other relevant *demographic* data  |  |  |  |
| % of students who earned postsecondary credit (dual enrollment, AP, etc.)  | **50%** | **50%** |  **50%** |
| % of students who earned an industry-recognized credential  | **100%** | **100%** | **100%** |
| % of students who participated in work-based learning | **100%** | **100%** | **100%** |
| % of seniors who graduated high school (who were eligible/seniors)  | **100%** | **100%** | **100%** |
| % of graduates who enrolled in postsecondary education (who were eligible/seniors)  | **75%** | **75%** | **78%** |
| % of graduates who entered the workplace and/or military (who were eligible/seniors)  | **0%** | **0%** | **0%** |
| **POSTSECONDARY-LEVEL DATA** |
| **Total number of students served by your program of study**  |  |  |  |
| % male students  | % | % | % |
| % female students  | % | % | % |
| % minority students | % | % | % |
| % low-income students  | % | % | % |
| % students with disabilities  | % | % | % |
| % English language learners | % | % | % |
| Other relevant *demographic* data  |  |  |  |
| % of students who completed postsecondary/earned a degree or certificate (who were eligible)  | % | % | % |
| % of students who earned an industry-recognized credential (who were eligible)  | % | % | % |
| % of graduates who entered the workplace and/or military (who were eligible)  | % | % | % |
| % of graduates who transitioned to further postsecondary education (who were eligible) |  |  |  |

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

**Pennsylvania Career and Technical Education Information System (CATS) Reports: 2016-17, 2015-16 and 2014-15**

**Middle Bucks Institute of Technology Senior Class Surveys:**

**1016-17, 2015-16 and 2014-15**

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

**To ensure equitable access and outcomes for students with diverse backgrounds, the Student Services staff facilitates the following services:**

 **Complying with the student’s Individual Education Plan (IEP)**

**Adapting instructional techniques, materials, or equipment**

 **Directing hands on assistance in technical programs**

 **Reinforcing occupational skill development**

 **Obtaining textbooks on tape**

**Obtaining textbooks, exams, and materials in a different language for English Language Learners**

**Supporting career assessment and career guidance**

**Providing supplemental aids and adaptations as defined in the IEPS such as Interpreter/Signer; One-to-one assistant**

**Supplying students with textbooks on tape or in the student’s native language, calculators, and/or spell checkers as indicated in students’ IEPs or other student related documents**

 **Faculty Modifications as needed:**

**If classroom/lab accommodations are required (e.g., desk raised to accommodate wheelchair), the teacher will complete a Work Order Request form and submit it to the Facilities Manager.**

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

**Access to technology, the ability to work in a licensed childcare center house directly next to the classroom, plus the support from a Paraeducator to directly assist with hands on skills and reinforce occupational skill development assists with closing learning gaps.**
2. 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)

**Middle Bucks sponsors activities such a “Girls Night Out”, Ground Hog Shadowing Day, and a week-long Summer Career Exploration program to recruit elementary and middle school students. All 9th grade students from each of the districts attends a presentation on CTE education followed by a school tour and the opportunity to shadow a program for a day. There is also an annual Open House with live activities in each classroom. Adult education programs are offered in the evening with most of the recruitment through newspaper and direct mail advertising.**
3. 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)

**All Middle Bucks students are members of SkillsUSA and participate in school-wide activities such as fundraising, leadership development, program related competitions, and the Professional Development Program that teaches professionalism and employability skills.**

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)

**Middle Bucks employs two School Counselors who provide career assessment to help secondary students make a career decision by identifying their technical aptitudes and interests. All students complete the Professional Development Program through SkillsUSA that promotes professionalism in the workplace and assists them with resume writing and job searches. Student earn a minimum of one industry credential and create a portfolio featuring their accomplishments. The school counselors also aid with college planning. There is a variety of college and university connections available to students including career pathway articulation agreements. Students can earn from six to twelve credits toward an associate’s degree, bachelor’s degree, or certification at these or other post-secondary institutions. The on-site childcare center also provides students with hands-on experience that leads to employment.**

# **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?
	2. How does this program of study meet the economic needs of your community?
	3. How does this program prepare students for postsecondary education? (if applicable)
	4. How were both secondary and postsecondary educators involved in the development and/or maintenance of the program of study? (500 word limit)

**All our programs of study have an Occupational Advisory Committee (OAC) comprised of people working the field that meet with the teacher twice a year to review curriculum, textbooks and teaching materials, equipment and the program of study. The purpose of the OAC committee is to ensure that the students are learning what they need to be successful in the field. The OAC committee includes both secondary and post-secondary partners. The program of study meets the economic needs of our community by participating with APPLE and the Bucks Co. Intermediate Unit to offered tuition assistance and special education services to parents of young children.**

**There are two post-secondary institutes with articulation agreements for the Early Childhood Care and Education program that provide up to 12 advanced credits for successful completion of our program of study.**

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 | **Pennsylvania Core English Language Arts Standards PreK-12****Pennsylvania Core Mathematics PreK-12** |
| Career Cluster or Technical Standards | **Pennsylvania Keystone Stars****NAEYC: National Association for the Education of Young Children****Pennsylvania Department of Human Services** |
| Employability Standards  | **Pennsylvania Academic Standards for Career Education and Work** |
| Other | **Pennsylvania Early Childhood Education Standards for Infant-Toddlers****Pennsylvania Early Childhood Education Standards for Pre-Kindergarten** |

# **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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 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** | **College Prep English 9** | **Algebra I** | **Biology** | **Civics** | **Foreign Language I** |  |
| **10** | **College Prep English 10** | **Algebra II** | **Chemistry** | **US History** | **Foreign Language II** | **Orientation and Safety, Professionalism, Health, Learning Environment**  |
| **11** | **College Prep English 11** | **Geometry** | **Physics** | **World History** |  | **Child development, Classroom management, Curriculum development, Standards and Assessment** |
| **12** | **College Prep English 12** | **Elective** | **Elective** | **Elective** |  | **Learning Experiences, Program partnerships, Clinical Experiences, Crime and Violence Prevention**  |
| **13** | **Effective Speaking****COMM****110****English Comp 1****COMP 110** | **Math Concepts****For Educators 1****MATH 102** |  |  | **Psychology****PSYC 110** | **Foundations of Education PreK-4****EDUC 130****Early Learning & Development 1****EDUC 105** |
| **14** | **English Comp 2****COMP 111** | **Math Concepts for Educators 2****MATH 105** | **Science and Math for Young Children****EDUC 150** |  |  | **Early Learning and Development 2****EDUC115** **Introduction to Exceptionalities****EDUC 160** |
| **15** |  |  | **Biology****BIOL 101** |  |  | **Observing Young Children** **EDUC 115****Language and Literacy for Early Dev.****EDUC 170****Integrated Art, Movement and Play****EDUC 200** |
| **16** |  |  |  | **History Elective** **HIST** | **Humanities or Art Elective****HUMN** | **CPR****HLTH 140** |

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

**All our CTE standards from the program of study are aligned with core academic standards. Teachers are required to submit a weekly lesson plan that include program of study tasks aligned with core academic standards in English Language Arts and Mathematics.**

18. 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)

**There are two postsecondary articulation agreements in place for the Early Childhood Care and Education program. Bucks County Community College offers students 7 college credits and Pennsylvania College of Technology offers students 9 college credits for successful completion of the program of study for this program.**

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?** |
| **Bucks County IU** | **The IU provides students in the Early Childhood Care with clinical experience working with children with special education needs** | **10 years; the partnership was developed as a way for families with young children with special education needs to be included traditional preschool setting with on extra support from our students.** |
| **Child Development Association (CDA)** | **Our teacher is a CDA Advisor certified to teacher this industry certification and evaluation candidates for credentialing.** | **10 years; the partnership was developed to provide students with the opportunity to earn their CDA certificate while in high school.** |
| **Bucks County Association for the Education of Young Children (BCACYE)** | **BCAYCE serves on our advisory committee and provides training to our students and continuing education classes our childcare teaching staff.** | **20 years; the partnership was developed to provide students and teachers with the opportunity for training as required in the childcare field** |
| **Head Start** | **Provides students in the Early Childhood Care with clinical experience working with children with special education needs** | **25 years; the partnership was developed as a way for families with young children with special education needs to be included traditional preschool setting with on extra support from our students.** |

# **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)

**The Program of Study aligns with Pennsylvania Keystone Stars and the Department of Human Services regulation for childcare centers which supports the need for childcare workers in our community. Last school year, 75% of the students enrolled in this program participated in work-based education experiences in their senior year through employment in childcare centers in our area. The job of “childcare workers” is included on the Pennsylvania Department of Labor and Industry’s High Demand Occupation list for 2017.**

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

**Yes. All students in this program of study will participate in work-based learning either on-site in our childcare center or at a center in the community.**

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

**Students participating in work-based learning opportunities at our on-site childcare center follow a rotation schedule where they are responsible to plan age-appropriate science, math, language arts or fine art lessons, participate in supervised play and prepare snacks. Students are assigned to either the Toddler or the Preschool classrooms. Students participating in work-based learning in the community attend academic classes at their high school then go directly to work mid-day.**

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**  |
| **Assistant Group Supervisor** | **Penn State Extension Better Kid Care New Staff 15 Hour Orientation** |
| **Child Development Associate CDA** | **Penn State Extension Better Kid Care Mandatory Health and Safety Training** |
|  | **ACT 31 Child Abuse Prevention University of Pittsburgh** |
|  | **PA Keys CPR Training** |
|  | **PA Keys Fire Safety Training** |
|  | **PA Keys Pediatric First Aid Training** |

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)

**As a Keystone Stars 3 accredited childcare center, all staff are required to participate in 30-hours of professional development training each year. Our classroom teacher is certified as our Childcare Center Director and a secondary teacher. She participates in professional development through both the Department of Human Services and the Department of Education’s Act 48 program. She also participate in school-wide activities designed to assure teachers are current with trends in education. Tuition reimbursement is available to all teachers.**

1. 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?** |
| **Buck County IU** | **Representatives from this organization serve on our Occupational Advisory Committee and reviews the program of study annual to ensure it aligns with industry standards.** | **10 years; the partnership was developed as a way for families with young children with special education needs to be included traditional preschool setting with on extra support from our students.** |
| **Children’s’ Village @ Doylestown Hospital** | **Representatives from this organization serve on our Occupational Advisory Committee and reviews the program of study annual to ensure it aligns with industry standards.** | **20 years; the partnership was developed to provide support for our curriculum and childcare center and train qualified childcare workers for employment at this employer-sponsored childcare center** |
| **First Friends Child Care** | **Representatives from this organization serve on our Occupational Advisory Committee and reviews the program of study annual to ensure it aligns with industry standards.** | **22 years;** **the partnership was developed to provide support for our curriculum and childcare center and train qualified childcare workers for employment at this employer-sponsored childcare center** |
| **The Goddard School Doylestown** | **Representatives from this organization serve on our Occupational Advisory Committee and reviews the program of study annual to ensure it aligns with industry standards.** | **15 years** **the partnership was developed to provide support for our curriculum and childcare center and train qualified childcare workers for employment at this employer-sponsored childcare center**  |
| **A Childs’ World** | **Representatives from this organization serve on our Occupational Advisory Committee and reviews the program of study annual to ensure it aligns with industry standards.** | **18 years** **the partnership was developed to provide support for our curriculum and childcare center and train qualified childcare workers for employment at this employer-sponsored childcare center** |

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)

**The Early Childhood Care and Education is unique because our teacher is responsible to teach high school students interested in working in the field of early childcare and oversees the on-site childcare center. Our on-site childcare center, Li’l Bucks, provides quality childcare to children in our community, while also providing our high school students with authentic experiences teaching young children.**

**The program is aligned to the Child Development Associate (CDA) requirements, which provides students with the opportunity to earn this credential while in high school.**

**Students also have opportunities to make community connections that can lead to participation in TEACH, an internship type program that provides college funding for those interested in pursuing education in early childhood. Our toddler and preschool teachers started with us as high school students who went on to earn their college degrees through financial assistance from the TEACH program.**

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?** |
|  |  |  |
|  |  |  |
|  |  |  |

# **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.