

## Start-Up CTE Program of Study Application (BM 98 Eligibility/Perkins (30%) Eligibility) 2018 Version

This application is required for all Start-Up CTE Programs of Study. There are two parts to this application.

**Part 1** – Must be completed for all Start-Up CTE Programs of Study, even if they are being developed exclusively with local funds. This application will place the program in our list of pending CTE Programs of Study. If the program is not completed within the identified time, it will be removed from that list and a new application must be submitted.

**Part 2** – Must be completed for all new CTE Programs of Study where Perkins funds are being requested to develop either the secondary or postsecondary component of the program. If the program is not completed within the identified time, it will be removed from the list of pending CTE Programs of Study and ODE may request return of funds used to develop the program.

### PART 1 – Must be completed by secondary and postsecondary partners

CTE Program of Study—General Information	
<b>Proposed Title of Program of Study</b>	Mechatronics
Secondary CIP Code: ( <a href="#">Link to CIP website</a> )	15.1199 (6 digit)
Community College CIP Code: ( <a href="#">Link to CIP website</a> )	15.1301 (6 digit)
Career Cluster	IE--Engineering Technology
Focus Area (if applicable)	

<b>Secondary School Name:</b>	Forst Grove High School
Secondary School ID Number: ( <a href="#">Link to ID lookup</a> )	1134
Secondary Teacher Name	John Worst
Secondary Teacher Licensure	CTE in Manufacturing and Engineering Technology

<b>Oregon Community College Name:</b>	Portland Community College Click to select College Point of Contact
Community College Award:	Associate of Applied Science
Program Contact Name:	Sally Earll
Department, division, etc.:	Microelectronics Technology
Phone: 971-722-7812	Email : <a href="mailto:sally.earll@pcc.edu">sally.earll@pcc.edu</a>

<b>Regional Coordinator/Contact:</b>	2A--Beth Molenkamp <a href="mailto:elizabeth.molenkamp@pcc.edu">elizabeth.molenkamp@pcc.edu</a>
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## **CTE POS Course Lists—Secondary**

Directions:

- Please list below the *anticipated* CTE Program of Study secondary courses in which the instructor will:
  - Teach with intent and purpose the CTE POS knowledge and skills identified in the CTE POS Skill Set, and
  - Assess and record student achievement of those standards
- Mark as “TSA” those courses that *will be* necessary for students to take before they are required to take the Technical Skill Assessment for this POS.

*Note: Additional CTE courses may be listed (and supported with Perkins funds) if they support the identified skill set; but do not mark those as “TSA” Required”*

**Secondary Core CTE Courses (This information will be entered into the CTE Program Update database and all fields are required)**

TSA* Required	School Course #	Secondary Course Name	# of Credits	5-digit NCES Code	Course Description (brief) (boxes below will expand)	Articulating College (if applicable)	College Course #	College Course Name
<input checked="" type="checkbox"/>	21003	Mechatronics 1	0.5	21003	Basics of mechatronics (mechanical, electronic, computer systems) including programmed operation of servo motors, as well as sensor construction and feedback. With these basic skills, students will then engage in physical science / physics inquiry in areas of motion and stability.	Select College		
<input checked="" type="checkbox"/>	21009	Mechatronics 2	0.5	21009	Deepening of mechatronic basic proficiencies via designing, building and refining various sensor-feedback devices. Using these developed devices, students will then engage in physical science / physics inquiry in areas of energy and waves.	Select College		
<input checked="" type="checkbox"/>	21008	Mechatronics 3	0.5	21008	Building and analyzing digital circuits, including combinational logic devices and basic operation of logic gates, Boolean algebra, and MSI logic devices. Labs emphasize prototyping and testing of combinational logic circuits.	Portland Community Co	MT121	Digital Systems 1

# ***CTE Start-Up Program of Study Application***

**\*TSA required—Technical Skill Assessment required course—required courses that, when completed, trigger TSA assessment eligibility for the student**

## **CTE POS Course Lists—Post-Secondary (optional for Start-ups)**

## Post-secondary Core CTE Courses:

- Enter the name of the anticipated college program that will be the postsecondary component of this POS
- Select the highest level of this component offered by the college
- List the courses anticipated to be included in the Course/Skill Set crosswalk matrix (entry level courses)

## **PART 2** – This documentation must be submitted by the secondary and postsecondary components if Perkins funds will be requested for the development of the CTE POS.

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**Important:** To be eligible for Perkins POS development funds, a program component:

1. Must not have existed in the school or college within the last three years
2. Must be designed to meet local demand for High Demand/High Wage careers
3. Must have at least 70% resource support from the local district or community college

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### **Attachments:**

1. **Short-term Budget** – Attach a detailed proposed budget for development of the CTE Program of Study during the first year. Include all resources that will be used. \*\*
2. **Long-term Budget** – Identify the estimated total funds that will be used to support the continued development of the program during years two and three. \*\*
3. **Plan** – Provide brief bulleted list of planned activities that will move the development of the program to a CTE Program of study over a period of no more than three years. This list should address all core elements of a CTE Program of Study: 1) content and standards, 2) alignment and articulation, 3) assessment and evaluation, 4) student support services, and 5) professional development.
4. **Sustainability** – Briefly describe how this program will be sustained once it has been approved. Please include a description of the planned use of Perkins funds for enhancement of student learning opportunities.

\*\* As a rule, Perkins grant funds can be used for only 30% of the development costs. Perkins funds may only be used for allowable costs. See [FAQ](#) for more information.

## CTE Start-Up Program of Study Application

### Assurances

**(Proposed Joint Submission Date must be within 3 years of application)**

Name of School	Forest Grove High School
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Name of Program	Microelectronics Technology
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Proposed Joint Submission Date: deadline for secondary and postsecondary components	6/21/2018
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**Signatures:** By signing below, the appropriate representatives agree to work collaboratively to create the above CTE Program of Study within the timeline identified by the Proposed Joint Submission Date above.

ODE must approve the use of Perkins funds to develop new Programs of Study that are not on our current list of approved CTE programs. ODE will only consider doing so if 1) the new program has not been offered in the secondary school or community college over the past 3 years, 2) it meets a high wage, high demand economic/workforce need (as identified by the Oregon Department of Labor), and 3) it has financial support from the district or community college.

If this request to start up a new CTE POS is approved, the program must become a CTE Program of Study within no more than three years, and Perkins funds can be used to support no more than 30% of program development costs.

If the program does not become a CTE Program of Study in the approved time, all Perkins funds used to support that development may be required to be returned.

Secondary Administrator	Date:
Postsecondary Administrator	Date:
Regional Coordinator	Date:

### FOR ODE USE ONLY

Approval Status:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	
ODE Specialist	_____ Printed Name	_____ Signature	Date: _____

### Attachments:

Attach documentation of labor market need for each new component of the CTE Program of Study:

- Post-secondary component: Attach a copy of recent LMI (within last 3 years). If information is older than 3 years, submit new data which can be found at [Quality Info: Labor Market Information website](#) .
- Secondary component: Attach a letter of support written and signed by members of a local industry advisory committee, or signed by a shared secondary-postsecondary advisory committee.

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