

3-YR CTE STRATEGIC PLAN OVERVIEW

INTRODUCTION

In an era marked by dynamic economic landscapes and evolving workforce demands, the strategic vision for Career and Technical Education (CTE) stands as the cornerstone for cultivating the skills and knowledge essential for success in the 21st-century workplace. As a district, it is both our privilege and responsibility to guide the trajectory of CTE initiatives, to recognize our pivotal role in preparing students for meaningful careers, and to meet the standards set forth by the state of Florida. This strategic plan encapsulates our commitment to fostering innovation, adaptability, and inclusivity within CTE programs, ensuring they align seamlessly with the ever-changing needs of industries. Grounded in a comprehensive understanding of current workforce trends, our plan seeks to bridge the gap between education and employment, empowering students to thrive in diverse professional environments.

RATIONALE

Pursuant to Title XLVIII - Early Learning - 20 Education Code, Chapter 1003 – Public K-12 Education, Section 491 – Florida Career and Professional Education Act: The Florida Career and Professional Education Act is created to provide a statewide planning partnership between the business and education communities in order to attract, expand, and retain targeted, high-value industry and to sustain a strong, knowledge-based economy.

- (1) The primary purpose of the Florida Career and Professional Education Act is to:
 - (a) Improve middle and high school academic performance by providing rigorous and relevant curriculum opportunities;
 - (b) Provide rigorous and relevant career-themed courses that articulate to postsecondary-level coursework and lead to industry certification;
 - (c) Support local and regional economic development;
 - (d) Respond to Florida's critical workforce needs; and
 - (e) Provide state residents with access to high-wage and high-demand careers.
- (2) Each district school board shall develop, in collaboration with local workforce development boards, economic development agencies, and postsecondary institutions approved to operate in the state, a strategic 3-year plan to address and meet local and regional workforce demands... The strategic plan must describe in detail provisions for the efficient transportation of students, the maximum use of shared resources, access to courses aligned to state curriculum standards through virtual education providers legislatively authorized to provide part-time instruction to middle school students, and an objective review of proposed career and professional academy courses and other career-themed courses to determine if the courses will lead to the attainment of industry certifications included on the Industry Certified Funding List pursuant to rules adopted by the State Board of Education. Each strategic plan shall be reviewed, updated, and jointly approved every 3 years by the local school district, local workforce development boards, economic development agencies, and state-approved postsecondary institutions.
- (3) The strategic 3-year plan developed jointly by the local school district, local workforce development boards, economic development agencies, and state-approved postsecondary institutions must be constructed and based on [subparagraphs a-r].

3-YR CTE STRATEGIC PLAN

REQUIRED FROM STATUE 1003.491

(a) Research conducted to objectively determine local and regional workforce needs for the ensuing 3 years, using labor projections as identified by the Labor Market Statistics Center within the Department of Economic Opportunity and the Labor Market Estimating Conference as factors in the criteria for the plan.

STRATEGY(IES)

- Pinellas County School's (PCS) CTE department will work with CareerSource Tampa Bay to review data from Labor Market Estimating Conference reports, and Regional Demand Occupation Lists (regions in and around Pinellas, WDAs 14-18). Local trends appearing on the Pinellas County Economic Dashboard will also be reviewed to identify appropriate industry certification offerings or identify potential certification requests of the Credentials Review Committee.
- Additionally, PCS will work with local industry groups and chambers of commerce to determine if there are other labor market needs not reflected in the data.

KEY INDICATORS

 PCS's CTE department continues to work with CareerSource Tampa Bay in maintaining and offering new industry certifications appearing on the Master Credentials list pertaining to the labor market in Pinellas County and the surrounding Tampa Bay region.

REQUIRED FROM STATUE 1003.491

(b) Strategies to develop and implement career academies or career-themed courses based on occupations identified by the Labor Market Statistics Center within the Department of Economic Opportunity and the Labor Market Estimating Conference.

STRATEGY(IES)

- PCS's CTE department will annually review the occupations defined as 'in-demand' and/or 'high skill/high wage' from Labor Market Estimating Conference reports and work with CareerSource Tampa Bay to determine if there is a local need for the defined occupations.
- PCS's CTE department will continue to work with school site administrators and the Pinellas Education
 Foundation (PEF) to build and maintain Career Academies for in-demand, and/or high skill/high wage
 occupations.
- PCS's CTE department will work with CareerSource Tampa Bay to identify local pockets of targeted career occupations in small communities.

- PCS's CTE department annually reviews CTE Career Academies to ensure the adherence to standards of quality
 while designating qualified academies with the moniker "Academy of Distinction". These reviews
 include metrics found in the Size, Scope, & Quality necessary for Perkins Grant approval.
- PCS's CTE department annually reviews programs and academies for student enrollment, relevance to the local economy, and occupational pathways.
- PCS's CTE department sees an increase in career academies meeting the established standards of quality.

REQUIRED FROM STATUE 1003.491

(c) Strategies to provide shared, maximum use of private sector facilities and personnel.

STRATEGY(IES)

- ◆ CTE Academies meet with Advisory Boards (Business and Industry Representatives) members two four times each school year to ensure students are engaged in industry practices and are utilizing appropriate equipment for industry.
- CTE teachers work with local business and industry partners to plan field trips, shadowing experiences, guest speakers, and internships to showcase local employment opportunities.
- PCS works with local business partners to provide annual career fairs for the senior most scholars while maintaining career centers on their high school campuses.
- PCS works with local business partners to provide student internships.

KEY INDICATORS

- Career Academy evaluations reflect meeting minutes and attendance (including locations).
- Number of students engaging in internships.

REQUIRED FROM STATUE 1003.491

(d) Strategies to ensure instruction by industry-certified faculty using standards and practices to maintain current industry credentials and recruit and retain faculty to meet those standards.

STRATEGY(IES)

 PCS's CTE department maintains policies requiring teachers to possess and maintain industry certifications aligned to the courses taught.

- Updates to the district's intranet use of the Professional Learning Network (PLN) provides teachers access to current industry certifications on file.
- ◆ CTE academies/programs work directly with advisory board member to stay up to date with industry trends and credentials.
- ♦ The PCS CTE department works directly with PCS Human Resources to recruit and retain qualified instructional staff.
- The CTE department provides district licensure to qualified applicants and provides new teacher training through the CTE Teaches program.
- PCS host semi-annual district-wide training opportunities with the CTE department hosting a full day of training at each meeting.
- ◆ PCS works with new and early career teachers through a deliberate CTE mentor program to support teacher retention and success and enhance student achievement.

- Evidence of teacher credentials is maintained in the CTE database system.
- Teachers can access PLN to review relevant industry certification status quarterly.
- Teachers have until May 1st, to possess or maintain their industry certification(s) taught in their current program(s).
- Teachers earn annual CAPE industry certification bonuses for each student's successful pass of properly aligned industry certifications.
- Teachers earn continuing education points toward certification renewal for attending the district-wide training professional development.
- The CTE mentor program provides additional support for new/early career teachers by building relationships around a common goal.

REQUIRED FROM STATUE 1003.491

(e) Strategies to provide personalized student advisement, including a parent-participation component, and coordination with middle grades to promote and support career-themed courses and education planning.

STRATEGY(IES)

- PCS hosts annual program fairs at locations across the district highlighting CTE programs for middle and high school students.
- ♦ PCS schools host Discovery Nights to inform stakeholders of their school's programs.

- PCS's CTE department will maintain it's website to include CTE program and course offering information for middle and high schools.
- ♦ PCS's Student Assignment will identify CTE programs on its website as school choice options for students.
- ♦ PCS's CTE department will host an annual Pinellas Showcase highlighting its CTE programs.
- PCS's Student Assignment will survey stakeholders on their school registration choice including which informational platforms were accessed.
- PCS's CTE department will work with Strategic Communications to create recruitment videos for CTE programs across the district.
- ♦ Annually each high school will update and maintain their respective website listings of CTE program offerings.
- High schools will conduct recruitment events by inviting middle school student to the high school and offer shadowing experiences for a full day.

- At least 4,000 stakeholder families attend the program fairs.
- Each high school hosts a Discovery Night for zoned and non-zoned students to tour their respective school.
- The CTE department creates one-page marketing materials for each CTE program to communicate with rising middle and high school students.
- CTE amends the CTE offerings listed on all district webpages annually.
- Feedback on recruiting drives future stakeholder communication.



REQUIRED FROM STATUE 1003.491

(f) Alignment of requirements for middle school career planning, middle and high school career and professional academies or career-themed courses leading to industry certification or postsecondary credit, and high school graduation requirements.

STRATEGY(IES)

- The CTE department will work with the district guidance department to identify program pathways from middle to high school and high school to dual enrollment/postsecondary programs.
- ◆ The district will transition from the Naviance college and career readiness platform to the Xello college and career readiness platform.
- The PCS CTE department will work with their academies to create one-page documents to advise high school students on the graduation requirements.

 PCS CTE works with their Pinellas Technical College (PTC) and St. Petersburg College (SPC) to review programs that align to AS/AA and certification program offerings for completing high school CTE pathways.

KEY INDICATORS

- CTE prepares a course/program document for the district Guidance department to identify program extensions from middle school students rising to high school.
- PCS maintains College and Career Centers on their high school campuses with dedicated staff to reach all students with the Xello resource.
- PCS CTE provides recruitment postcards for their application programs. PCS's Strategic Communications provide recruitment postcards for all other programs.
- PCS and SPC continues to expand on the Pinellas Together initiative for student success.

REQUIRED FROM STATUE 1003.491

(g) Provisions to ensure that career-themed courses and courses offered through career and professional academies are academically rigorous, meet or exceed appropriate state-adopted subject area standards, result in attainment of industry certification, and, when appropriate, result in postsecondary credit.

STRATEGY(IES)

- CTE Content Specialists will annually review program and course progressions to assure academic rigor and proper industry certification alignment.
- PCS's CTE department will attend regular meetings with the high school district's assistant principals over curriculum. These meetings cover subject area standards, identifies honors and AP courses within CTE programs, and acceleration.
- CTE and core content curriculum specialists will collaborate in the development, implementation, and management of applied learning activities around core concepts.
- ◆ PCS will continue to work with SPC to review statewide articulation agreements and work toward expanding identified PCS academic programs leading to SPC course credit.

- Content Specialists meet with program instructors and assistant principals to review academic rigor and industry certification alignments.
- PCS's CTE department continues working with SPC to review student opportunities leading to postsecondary credit.
- Core subject teachers implement applied learning activities connected to CTE subjects.

 PCS's CTE department continues to identify and develop programs in their technical colleges for postsecondary success.

REQUIRED FROM STATUE 1003.491

(h) Plans to sustain and improve career-themed courses and career and professional academies.

STRATEGY(IES)

- PCS's CTE department will host quarterly sessions for teacher collaboration, curriculum mapping, and content creation supported by CTE resource teachers and instructional staff developers.
- PCS's CTE department will continue to work with academies to attain the Academy of Distinction (AOD) status.
- PCS & PEF will continue to review and validate academies earning the Academy of Distinction status and recommend academies exceeding the standards to the Distinguished Honors recognition.
- ♦ PCS's CTE department will review and update the Academies of Pinellas Career Technical Education Handbook.
- PCS and the School Board of Pinellas County will continue to recognize February as CTE month and will continue to provide a forum at the February school board meeting to acknowledge programs attaining AOD status.

KEY INDICATORS

- PCS's CTE department will continue to host quarterly and summer PD opportunities and expand geographical access to these events.
- PCS's CTE department continues to work with academies to meet the criteria necessary to obtain the Academy of Distinction designation.
- PCS & PEF will continue the review of 6 8 academies each school year to validate their attainment of the standards.
- PCS' CTE department will work with programs to meet the criteria set forth in the Academies of Pinellas handbook.
- PCS and the CTE department will continue to support the academies through recognition events, recruiting materials, the Points of Pride initiative, and onsite district personnel supporting an academy's development.

REQUIRED FROM STATUE 1003.491

(i) Strategies to improve the passage rate for industry certification examinations if the rate falls below 50 percent.

STRATEGY(IES)

PCS's CTE department will review the 50% pass rate standard on each individual certification.

- PCS's CTE department will annually update the Certification Policies & Procedures document which reflects, among other things, the student qualification requirements for taking an industry certification.
- ♦ All students must pass two practice exams at 85% or better prior to sitting for the industry certification.
- PCS's CTE department hosts quarterly professional development for teachers on industry certification best practices, including strategies to increase student awareness of industry certification values on their education and future employment.
- PCS's CTE department will require teachers and proctors to complete annual certification training and acknowledge the state requirements on industry certifications.
- PCS's CTE department will review passing rates on all industry certifications monthly and work directly with teachers who need support.

- If a program falls below a 50% pass rate on a specific exam, future certification exams will require district approval prior to scheduling certification exams.
- Certification pass rates increase through the qualification practice.
- Student awareness of Industry Certification value increases.



- Teacher's individual passing rates increase through collaborative best practices.
- Teachers and proctors follow established state guidelines for offering industry certifications and complete Irregularity Reports for anomalies.
- Teachers whose passing rates fall below 50% will receive individual support on best practices through the resource teacher/instructional staff developer.

REQUIRED FROM STATUE 1003.491

(j) Strategies to recruit students into career-themed courses and career and professional academies which include opportunities for students who have been unsuccessful in traditional classrooms but who are interested in enrolling in career-themed courses or a career and professional academy. School boards shall provide opportunities for students who may be deemed as potential dropouts or whose cumulative grade point average drops below a 2.0 to enroll in career-themed courses or participate in career and professional academies. Such students must be provided in-person academic advising that includes information on career education programs by a certified school counselor or the school principal or his or her designee during any semester the students are at risk of dropping out or have a cumulative grade point average below a 2.0.

STRATEGY(IES)

 CTE success stories will be shared through school and district websites and social media, including the district's landing page.

- PCS's CTE department will attend the state supported professional development opportunities for achieving more non-traditional CTE student enrollments.
- Beginning in middle school, students will use Xello to create an individualized student plan for college and/or career. These results will assist school quidance counselors in annual course selection.
- ◆ CTE and the PCS guidance department will meet annually to review best practices for guiding students to engage in their career discovery plans identified through the Xello (Naviance) platform.

- Individual school sites post CTE student success stories each semester.
- PCS district post CTE success stories once each month.



- CTE department members participate in the state's non-traditional CTE student engagement PD and share strategies with the CTE team.
- CTE members attend guidance department meetings to share best practices found in CTE programs.

REQUIRED FROM STATUE 1003.491

(k) Strategies to provide sufficient space within academies to meet workforce needs and to provide access to all interested and qualified students.

STRATEGY(IES)

- PCS's CTE department will meet with CareerSource Tampa Bay to review local labor market trends to review any workforce needs that require addressing.
- PCS's CTE Content Specialists will meet annually with high school administration to assess changes and/or additions to the CTE program offerings.
- ◆ The CTE Executive Director will meet annually with the Executive Leadership Team to review potential facility requirements for CTE programs.
- ◆ PCS's CTE department will address approved program financial needs through various resources through a fiveyear lens on maintenance, new equipment, and industry specific furnishings.
- ♦ The Executive Director of CTE will meet with high school principals prior to unit allocation conferences to ensure the available number of teaching units meet the interest in CTE programs.
- The CTE Executive Director will work with school sites to ensure student volume is represented in section allocations.

- High schools offer programs that lead students to employment opportunities or postsecondary education in fields meeting high wage, high needs qualifications.
- Content specialists work with specific sites on growing new programs and planning the teach out of sunsetting programs.
- Facility needs for new build and renovations enjoy CTE representation and input.
- Program financial needs are routinely scheduled while utilizing all available resources.
- CTE classrooms are staffed with highly qualified teachers and enjoy the proper volume of students and space required for safety and quality instruction.

REQUIRED FROM STATUE 1003.491

(I) Strategies to implement career-themed courses or career and professional academy training that lead to industry certification in juvenile justice education programs.

STRATEGY(IES)

 PCS will work with the Department of Juvenile Justice (DJJ) to provide opportunities at Pinellas Technical College (PTC) to support these student's success.

KEY INDICATORS

DJJ Students attending PTC continue to receive training leading toward industry certifications.

REQUIRED FROM STATUE 1003.491

(m) Opportunities for high school students to earn weighted or dual enrollment credit for higher-level career and technical courses.

STRATEGY(IES)

- PCS's CTE Content Specialists will work with site administrators, guidance specialists, and teachers to identify level 3 courses earning the honor's weighted credit and appropriately aligned AP courses in CTE programs.
- ◆ PCS's CTE department will continue to update the yearly CTE Course Lookup resource provided to middle and high school guidance counselors.
- PCS's CTE department will continue to promote program pathways leading to dual enrollment at PTCs and SPC.

KEY INDICATORS

Students will know during course selection the opportunities for weighted GPA courses.

PCS continues to see an increase in dual enrollment in their PTCs while working with SPC to support AA/AS programs.

REQUIRED FROM STATUE 1003.491

(n) Promotion of the benefits of the Gold Seal Bright Futures Scholarship.

STRATEGY(IES)

- PCS's CTE department will keep Bright Futures flyers up to date and distribute these documents to high school College and Career Centers.
- PCS's CTE department will develop posters for high school sites promoting the Gold Seal CAPE Bright Futures Scholarships.
- PCS's CTE department will annually identify students specifically qualified for earning the Gold Seal CAPE Scholarships.
- ◆ PCS's CTE department will provide training and resources to their teachers regarding the Gold Seal Scholarship to better inform students of the requirements to earn scholarships.

KEY INDICATORS

- Continued increases in student recipient scholarships.
- Career Center and CTE classrooms increase student awareness for the financial support from this program.

REQUIRED FROM STATUE 1003.491

(o) Strategies to ensure the review of district student-progression plans and to amend such plans to include career-themed courses and career and professional academy courses and to include courses that may qualify as substitute courses for core graduation requirements and those that may be counted as elective courses.

STRATEGY(IES)

- PCS's CTE department will build course progression plans to include graduation requirements for all current program offerings.
- PCS's CTE department will annually develop and update a document outlining the possible math and science course substitutions and distribute these documents with the assistance of the Executive Director of High School Education.
- PCS's CTE department will annually work with the Executive Director of High School Education to identify industry certifications regularly obtained in our district which meet course substitution requirements.

- Student progression plans containing CTE courses appear on the district website.
- Student progression plans are distributed to the high school site administrators responsible for curriculum development and support students needing assistance in meeting graduation requirements.

REQUIRED FROM STATUE 1003.491

(p) Strategies to provide professional development for secondary certified school counselors on the benefits of career and professional academies and career-themed courses that lead to industry certification.

STRATEGY(IES)

• PCS's CTE department will host a discovery event each fall prior to course selections in January which outline the benefits of CTE programs and the industry certification opportunities available to our students.

KEY INDICATORS

Counselors will be able to better communicate CTE course options to our students.

REQUIRED FROM STATUE 1003.491

(q) Strategies to redirect appropriated career funding in secondary and postsecondary institutions to support career academies and career-themed courses that lead to industry certification.

STRATEGY(IES)

- ♦ PCS's CTE department awards program funds to the school site directly and reiterates their appropriate usage to administrators and lead teachers.
- Leverage Perkins Grants, State Allocations, District Capital Outlay and CAPE funds to support CTE programs.
- ◆ PCS's CTE Content Specialists will work with each program to ensure CAPE funding usage aligns with the academy/program while adhering to 'Red Book' funding.
- New CTE programs are expected to use CAPE funds by their third year to perpetuate industry certification growth.



- The awarding of CAPE funds goes directly to the program earning those funds as identified through the accounting system.
- Content Specialists receive updated reports throughout the year indicating the usage of CAPE funds by program, by school.
- Capital Outlay funds are categorized specifically for CTE programs.

REQUIRED FROM STATUE 1003.491

(r) Strategies to inform and promote the career and technical education opportunities available in the district to students, parents, the community, and stakeholders.

STRATEGY(IES)

- PCS hosts annual program fairs at locations across the district highlighting CTE programs for middle and high school students.
- PCS schools host Discovery Nights to inform stakeholders of their school's programs including CTE.



- PCS's CTE department will maintain it's website to include CTE program and course offerings in middle and high school.
- ♦ PCS's Student Assignment will identify CTE programs on its website as options for students.
- PCS's CTE department will host an annual Pinellas Showcase highlighting its CTE programs.
- PCS's CTE department will work with Strategic Communications to create recruitment videos for CTE programs across the district.
- Each high school will update and maintain their respective CTE program offerings each year.
- Various high schools will conduct recruitment events by inviting middle school student to the high school and offer shadowing experiences for a full day.

- CTE programs attend program fairs to provide stakeholder information and distribute recruiting materials.
- Each high school hosts a Discovery Night for zoned and non-zoned students to tour their respective CTE programs.
- The CTE department creates one-page marketing materials for all CTE programs to communicate with rising middle and high school students.
- CTE amends the CTE offerings listed on all district webpages annually.

3-YR CTE STRATEGIC PLAN PLANNING MEMBERS

•	Mr. William "Mark" Hunt	Executive Director, CTAE	Pinellas County Schools
•	Dr. Jodi Kirk	Assistant Director, PTC-St. Petersburg	Pinellas County Schools
•	Mr. Steven Meier	Chief Executive Officer	CareerSource Pinellas
•	Mr. Rob Aguis	Director for Postsecondary and Workforce Education	Florida Dept of Juvenile Justice
•	Mr. Jeff Cesta	Director, Early College/Dual Enrollment	St. Petersburg College
•	Ms. Valerie Santos	Specialist, Guidance Services	Pinellas County Schools
•	Mr. Steven Plummer	Specialist, Business & Information Technology,	Pinellas County Schools
		Marketing & Diversified Education	
•	Dr. Suzanne West	Specialist, Family & Consumer Sciences,	Pinellas County Schools
		Health Science Education	
•	Mr. Michael McCullough	Specialist, Industrial, Technology, Agribusiness & Public Services Education	Pinellas County Schools
•	Ms. Mariana Leslie	Specialist, Apprenticeships & Work-based	Pinellas County Schools
•	Ms. Jill Lord-Shelby	Research Manager, Assessment, Accountability and Research Learning	Pinellas County Schools
•	Mr. Ron Schnell	Coordinator, Career & Technical Education	Pinellas County Schools



February 1, 2024

Mr. William "Mark" Hunt Executive Director, Career Technical Adult Education Pinellas County Schools 301 4th Street SW Largo, FL 33770

Dear Mr. Hunt,

CareerSource Pinellas endorses the work created in the Three-year CAPE Strategic Plan and the collaborative efforts to provide programs aligned with the local labor market demands of the Greater Tampa Bay Area. After reviewing Pinellas County School's CAPE Strategic Plan, we are in full support of the outlined activities documented in the Plan.

The strategies outlined in the Plan will help to continue to grow the opportunities available to students in all of Pinellas and surrounding counties, while preparing students for careers in our local communities.

As programs evolve and develop, we look forward to working together to promote and provide support to these programs and opportunities when possible.

Sincerely,

Steven Meier Chief Executive Officer CareerSource Pinellas

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February 15, 2024

Mark Hunt Executive Director, Career Technical Adult Education Pinellas County Schools 301 4th Street SW Largo, FL 33770

Dear Mark:

The Central Pinellas Chamber of Commerce acknowledges the efforts of a robust workforce as a pillar to business growth, development, and expansion in our community. To that end, we fully support Pinellas County School's workforce development efforts created by the three-year CAPE Strategic Plan.

As workforce availability continues to be a top priority for our business investors, the Chamber endorses the CAPE plan as a means to meeting this need. We encourage the CTE Department to continue to enhance career-themed curriculum, resources, industry certification, and internship opportunities available to students. These enhanced programs certainly assist individuals with developing important workplace skills that can benefit students seeking employment with our constituents.

Sincerely,

Tom Morrissette President