

New CTE Director Leadership Training 2023-2024

Date	New Director Training	Description
To be Completed by December 1, 2023	Skill Cert Training Video	https://www.youtube.com/watch?v=0AOGSrV-reo&feature=youtu.be
September 13, 2023	Basic Training Course #1 Location: Teams 10:00AM-12:00PM	Session One, <i>Supporting Programs</i> <ul style="list-style-type: none"> Suggested Topics: Annual Online Survey, On Site Evaluations, Work-Based Learning, Marketing CTE, New Program Approval, College and Career Awareness, MOA, Civil Rights-Administrative
November 14, 2023	Basic Training Course #2 Location: Teams Time: 10:00AM—12:00PM	Session Two, <i>Curriculum, Instruction and Facilities</i> <ul style="list-style-type: none"> Suggested Topics: Comprehensive Counseling and Guidance, CTE Pathways and Articulation Agreements, Concurrent Enrollment, CTE Curriculum Standards, Postsecondary Partnerships, Program Advisory Committees, Facilities, MOA, Site location & student eligibility, recruitment, admissions
Finance Training November 1, 2023	Location: USBE Basement West Time 9:00AM—3:00PM	Comprehensive instruction in federal Perkins funding, state CTE funding, and funding management. (1 day) <ul style="list-style-type: none"> Additional Topics: CTE Programs, State (USBE) and National (OCTAE) CTE Organization, CTE Consortium, CTE Regions, CTE Pathways, CTE State and Federal Funding.
January 24, 2024	Basic Training Course #3 Location: Teams Time: 10:00AM—12:00PM	Session Three, <i>CTSOs and Professional Organizations, CCA Application</i> <ul style="list-style-type: none"> Suggested Topics: Curriculum Support, Organization, Funding, Competitive Events, Leadership Development, Student Travel and Supervision, Association for Career and Technical Education (ACTE and UACTE), CCA Application, MOA: Student financial assistance, counseling and pre-CTE programs
March 21, 2024	Basic Training Course #4 Location: Teams Time: 10:00AM—12:00PM	Session Four, <i>Program Approval</i> <ul style="list-style-type: none"> Suggested Topics: CTE Summer Conference Educator Licensing, Civil Rights Evaluations, Data Approvals, Membership Audits, Perkins Requirements, MOA: Services for students with disabilities and accessibilities
Summer, 2024 Exact Dates TBD	Summer Conferences and Workshops Location: TBD	Dates, times, and locations of CTE conferences and workshops will be added to the CTE calendar as they become available: https://www.schools.utah.gov/cte/calendar/general

Required for directors’ not having a CTE Endorsement and four years of full time CTE teaching experience and recommended for others.
R277-911-9, B(2)(b): Complete a prescribed in-service program provided by the USBE within a period of two years following local board appointment as a district or charter school career and technical education director.