

Boerne ISD Career and Technical Education

The CTE Playbook

Building Career Ready Students

District Scorecard 23-24

STUDENT SUCCESS

Prepare students to be College,
Career, and Military ready



FISCAL RESPONSIBILITY

Create efficiencies at all levels of
the organization



HUMAN CAPITAL

Provide a quality work
environment so every employee
can perform at the highest
levels

CUSTOMER SERVICE

Provide quality service to both
internal and external customers

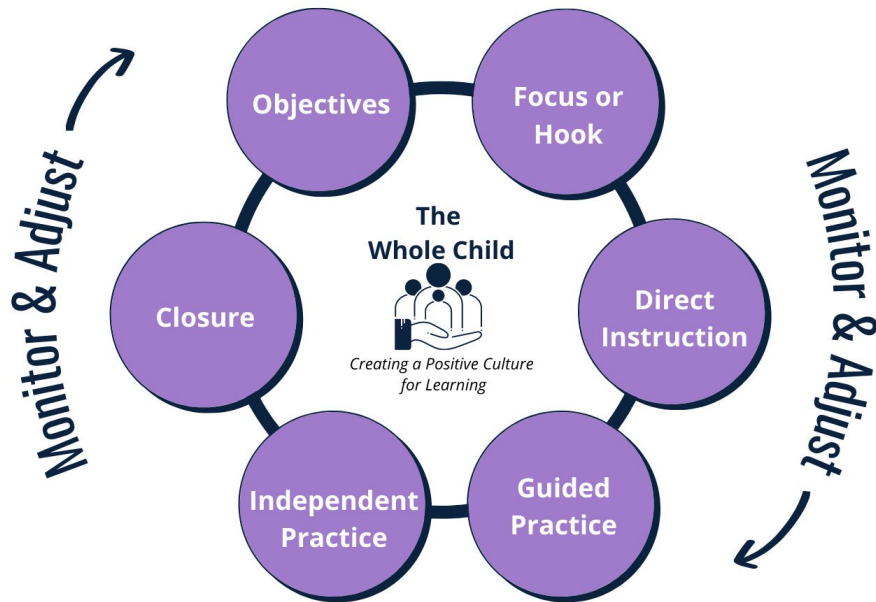


Multi-Tiered Systems of Support & Progress Monitoring

TEKS Resource System

Classroom Walk-Throughs - Collection of Teacher Data in Eduphoria: Strive

lead4ward



Fundamental 5

Professional Learning - Reflective Practices, Professional Learning Communities (PLCs) , Instructional Coaching, ICLE

Data-Driven Decision Making - District Common Assessments, Eduphoria: Aware

International Center for Leadership in Education (ICLE)



TEKS Resource System

Guaranteed, Viable Curriculum
Supports Backwards Design
Vertical Alignment
TEKS Clarification
TEKS Verification
Resources
Instructional Focus Documents
Assessment Center

Fundamental 5

Framing the Lesson
Work in the Power Zone
Recognize & Reinforce
Write Critically
Frequent, Small Group, Purposeful Talk

Progress Monitoring

Branching Minds
CLI
mCLASS
Istation
Read 180
Zearn/IXL
DESSA

ICLE

Rigor, Relevance, Engagement Rubrics
Thoughtful Work
High-Level Questioning
Academic Discussion
Meaningful Work
Authentic Resources
Learning Connections
Active Participation
Learning Environment
Formative Processes & Tools

lead4ward

Scaffold Documents
Academic Vocabulary
Frequency Distribution
IQ Released Items Analysis Tool
Instructional Strategies Playlists
Quick Checks
Think It Up
Thinking Stems
STAAR 2.0 Instructional Connections

WE ARE
BOERNE

BISD INSTRUCTIONAL BLUEPRINT

Rigor



High Level Questioning & Academic Discussion

Lessons are designed to inspire students to independently engage in dialogue and add valuable academic content around the learning tasks.

Reading



Reading Across the Contents

Increase student reading levels with an emphasis on fluency and comprehension across all district classrooms.

Writing



Writing Across the Contents

Create and maintain a system of support to instill quality writing across all district classrooms.

SEL



Social Emotional Learning

Create a school culture that supports and positively impacts the social and emotional needs of all students in the district.

Mission

The Boerne Independent School District Career and Technical Education department collaboratively engages students, parents, and industry partners to **build essential skills** in a school culture that inspires **innovative student-centered opportunities** to enrich our community.

Vision

We will **unify and educate students, parents, staff, school leadership, and our greater community to strategically utilize resources** and **create opportunities** to prepare students for in-demand, high-skill, sustainable, rewarding careers.

Tag line- “Building career ready students”

Norms

Boerne CTE is...

Positive, Productive, &
Purposeful

Transparent & Honest

Flexible & Adaptable

Passionate &
Respectful

Courageous & Creative

Have Grace

**Content Objective:**

Today **we will** design the processes and procedures for the success of your programs and identify strategies for support for teachers and students.

**Language Objective:**

Together with my peers, **I will** collaborate through discussion to identify different ways I can further my learning.

**Closing Question, Product or Task**

Calendar IBC windows, PLCs, Practicum benchmarks, Budget deadlines and planning, Events

Agenda

Today

Welcome/Updates
Strategic Planning
Accountability/TEA
Instructional
Materials/Proc 24
PLC Planning
Practicum Guidelines
CTSOs
CTE/SPED
MS Exploration

Tomorrow

CEV Multimedia
Course fees/Budgets
Assessments
IBCs
Promotions/Branding
Calendaring
Handbook
Feedback and surveys

Support Staff

Director, Heather Willis



Digital Learning
Specialist

Kerri Sparkman



CTE Teacher Specialist

Michelle Abshire-
BMSS



Barn Manager
Kat Young-BHS



PTECH Cybersecurity
Valerie Menchaca-CHS



PTECH Health Science
Lisa Reeh-BHS



Campus department contacts

Champion HS

Jenny Breuer

Boerne HS

Tanessa Sawyer

BMSN

Todd Rust

BMSS

Larissa Solis

Voss MS

Tammy Foreman

Secretary Teaching and Learning (CTE) Michelle James



Chain of support



Further support: CTC, Teacher specialist,
CTE Digital Learning specialist, PTECH
administrator, Administrative assistant

Celebrations

New family members

Staff moves and changes

Summer fun



Agriculture, Food, Natural Resources

Summer FFA activities

Teacher learning

Tarleton Today



Agriculture Facility

- 50+ animal projects
- Participation in Kendall County and other major shows
- \$30,000+ in the Kendall County auction
- Boosters and expansion plans in progress



AAVTC

Filmmaking success

State UIL Film winner!

Nominated All American High School Film Fest

<https://www.hsfilmfest.com/2023-official-selections>

Well Earned, Well Spent at Student World
Impact Film Festival

Education and Training

Nationals trip FCCLA



Education and Training

+Early Learning

National qualifier

The FUTURE really is
in your classroom!



Architecture

Work-based learning

FCCLA success

Teacher certification results

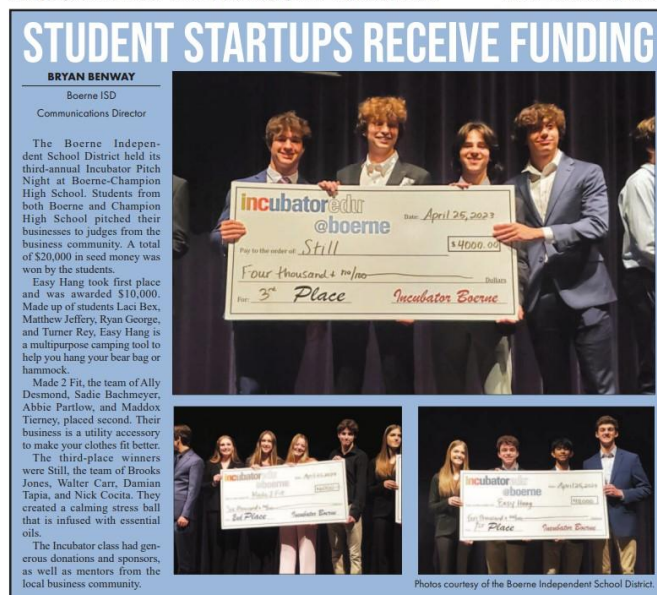


Business, Marketing, Finance

Entrepreneurship and Finance

Incubator

ACCEL in Practicum



Photos courtesy of the Boerne Independent School District.

Business, Marketing, Finance

Hallmark partnership

BPA



Health Science

Hallmark

AP

PTECH

HOSA



Hospitality Culinary

Relevance!



Human Services

Grade 7–12 pathway

Supports development of FCS, Education,
Architecture, and more

PALS

STEM Engineering, Programming and Software Development, Cybersecurity

PLTW

Early Learning-12 path

Robotics

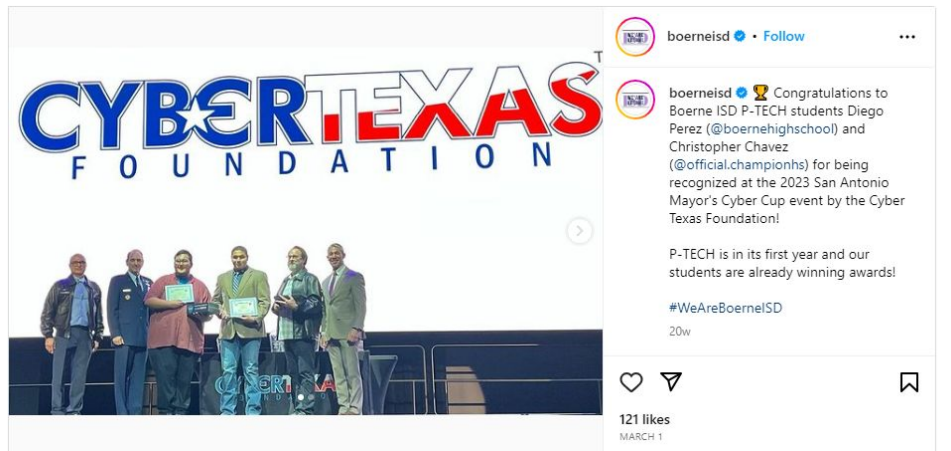
ESports

Cyberpatriots



STEM

- Year 3 PLTW Engineering Implementation at HS
 - Engineering Design and Development
- PLTW Gateway in MS
 - Computer Science and Engineering
- PTECH Cybersecurity
- ESports expansion
- Elementary Launch PLTW 23-24

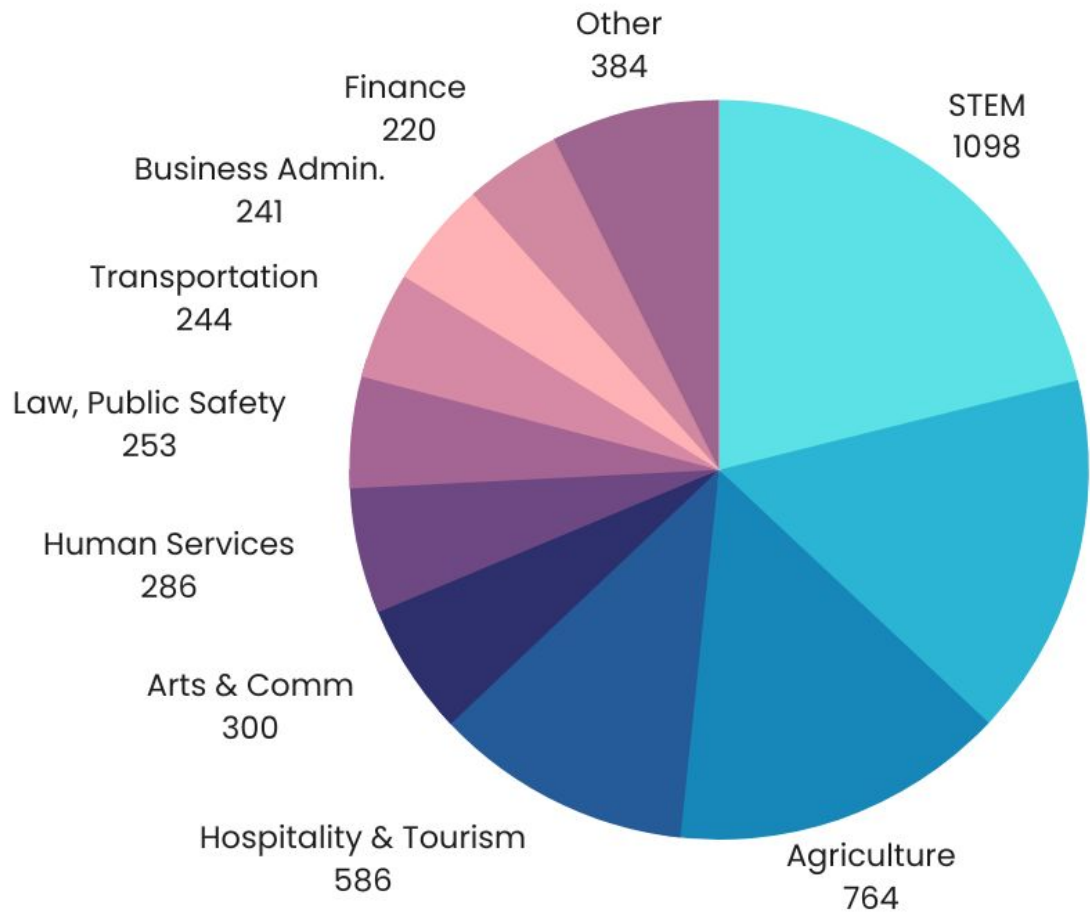


Transportation Automotive

ASE certifications

Work-based learning

2022 Student Enrollment in Programs of Study



2021 Enrollment
 STEM 343
 Health Science 727
 Agriculture 562

2019–2022 Strategic Plan results

- Streamlined coherent sequence courses:
 - 119 segmented courses to 61
- Updated technology & facilities providing industry based experiences
- Aligned student certification and reporting process
- Unified advisory group
- Increased external practicum experiences
- Enhanced stakeholder education and events
- Worked collaboratively with Special Programs for inclusion
- Reviewed and enhanced program branding

2023–2026 Goals and Objectives

1. Developing a culture that promotes completion of programs of study through marketing to students and our community.
2. Providing opportunities for students to explore several programs of study beginning in elementary and developing in middle school.
3. Adapt programs based on current labor market demands and stakeholder feedback.

A focus on...

Career preparation

- Work-based learning and EC-12 STEM

CCMR work across the district

- 6 days middle school exploration
- CCR 8
- Workforce lunches
- Stakeholder education

College, Career & Military
FAIR 2022
NOVEMBER 17TH

FAFSA Workshop
6pm -7pm

CCM Fair
7pm - 8:30pm

[REGISTER NOW](#)

Boerne ISD
Central Office
235 Johns Road



CTE Priorities

**Engaging instruction in work-based learning
and student credential attainment as
evidence**

- ⇒ **High wage and in demand**
- ⇒ **Early engagement of career exploration**
- ⇒ **Partnerships**

Building Career Ready Students

What is AVID?

- AVID (Advancement Via Individual Determination) is a nonprofit that changes lives by helping schools shift to a more equitable, student-centered approach. They train 85,000 educators annually to close the opportunity gap, so they can prepare all students for college, careers, and life

Why AVID?

- By partnering with AVID, we will receive professional development, a suite of resources, and ongoing support to ensure a lasting impact that maximizes our return on investment. AVID is not “one more thing to do”—it aligns with our goals to accelerate and enhance the work that is already happening in Boerne ISD.

READING

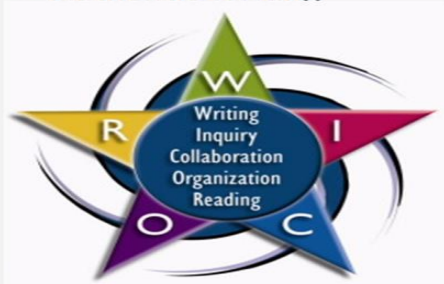
- Deep Reading Strategies
- Note-Taking
- Graphic Organizers
- Vocabulary Building
- Summarizing
- Reciprocal Teaching

ORGANIZATION

- Binders and organizational tools
- Calendars, planners, and agendas
- Graphic organizers
- A focused note-taking system
- Tutorials and study groups
- Project planning and SMART goals

WRITING

- Cornell Note-Taking
- Learning Logs
- Quickwrites and Reflections
- Process Writing
- Peer Evaluation
- Authentic Writing



INQUIRY

- Skilled Questioning Techniques
- Costa's Levels of Thinking
- Socratic Seminars
- Tutorials
- Investigations
- Questions that Guide Research

COLLABORATION

- Socratic Seminars
- Tutorials
- Philosophical Chairs
- Group Activities and Projects
- Peer Editing Groups
- Service Learning Projects

BISD's AVID Schoolwide Implementation



- Foundations of AVID normally taught in AVID elective are taught through Student Leadership, Wellness, College & Career Readiness, STEM & Digital Literacy Electives
- Boerne ISD does NOT have the traditional AVID elective class at the middle school level– the first true AVID elective to be in the 2023–2024 school year as an additional option for 8th graders.



Boerne ISD Schoolwide Implementation Timeline

2020-2021

- 6th graders were the 1st cohort of AVID implementation

2021-2022

- New 6th graders were the 2nd cohort
- 7th graders are in their 2nd year

2022-2023

- New 6th graders will be the 3rd cohort
- 7th graders will be in their 2nd year of AVID
- 8th graders will be in their third year

2023-2024

- AVID Elective offered for 9th graders
- AVID continues to be implemented in middle school



Pending Approval for 2023-25 school year

2023 - 2024 AVID Implementation Plan

Middle School students will receive **AVID foundational skills** through:

- 6th - Student Leaders/Wellness
- 7th - CTE Elective/Wellness
- 8th - College, Career & Military Readiness

New for 2023-2024

- 8th Grade AVID Elective Course
- AVID Professional Learning for High School Staff in July 2023



Practicum Opportunities

External stakeholders for work-based learning

- Over 130 external student placement locations
- 282 students placed



Student Certifications

A-F only

1321 attempts

423 attainments

32%

Up from 361 in 22

62 more students or increase of 17% attained than last year

179 BHS

244 CHS

Accountability

CTE Analysis for All Years for All Grades for All Campuses

CTE Code	2020-2021		2021-2022		2022-2023	
	Count	%	Count	%	Count	%
5 - Participant	965	30.5%	1,035	30.8%	1,600	38.7%
E - Explorer	612	19.3%	640	19%	682	16.5%
6 - Concentrator	1,275	40.3%	1,450	43.1%	1,595	38.6%
7 - Completer	484	15.3%	504	15%	519	12.6%
Total CTE Code Students	3,163	65.2%	3,362	65.3%	4,130	78%
Total Summer Enrollment Grade 7, 8, 9, 10, 11, 12 Students	4,852		5,147		5,293	

2021-2022		2022-2023							
Count	2022 - 2023 Summer Collection, First Submission								
1,035	LEA: 130901 - BOERNE ISD								
640	Counts of all CTE Indicator Codes								
1,450	CTE Indicator Code	Grade						Total CTE Indicator Codes	%
504		06	07	08	09	10	11	12	
3,362	7 CTE Program Completer	0	0	0	0	1	169	354	524 8.2
	6 CTE Program Concentrator	0	0	0	32	562	583	576	1,753 27.4
	E CTE Program Explorer	0	0	2	283	196	85	134	700 10.9
	5 CTE Program Participant	0	391	408	564	101	58	41	1,563 24.4
5,147	4 Not CTE	777	157	536	52	30	40	40	1,084 20.4
		5,293							

CTE Analysis for All Years for All Grades for All Campuses

CTE Code

5 - Participant

E - Explorer

6 - Concentrator

7 - Completer

Total CTE Code Students

Total Summer Enrollment Grade 7, 8, 9, 10, 11, 12 Students

CTE Course Enrollment

Grade 7 CTE Course Enrollment

Grade 8 CTE Course Enrollment

Grade 9 CTE Course Enrollment

Grade 10 CTE Course Enrollment

Grade 11 CTE Course Enrollment

Grade 12 CTE Course Enrollment

Total CTE Enrollment CTE Code 6 Students

Total CTE Enrollment CTE Code 7 Students

Total CTE Course Enrollment Students

Total Summer Enrollment Grade 7, 8, 9, 10, 11, 12 Students

Industry Based Certification (Post Secondary Certification Licensure)

011 - Adobe Certified Professional Animate

015 - Adobe Certified Professional in Graphic Design and Illustration Using Adobe Illustrator

017 - Adobe Certified Professional in Visual Design Using Adobe Photoshop

018 - Adobe Certified Professional in Digital Video Using Adobe Premiere Pro

121 - ASE Entry-Level Automobile Automatic Transmission/Transaxle (AT)

131 - ASE Entry-Level Automobile Service Technology

141 - ASE Entry-Level Automobile Brakes (BR)

151 - ASE Entry-Level Automobile Electronic/Electrical Systems (EE)

161 - ASE Entry-Level Automobile Engine Performance (EP)

171 - ASE Entry-Level Automobile Engine Repair (ER)

182 - ASE Entry-Level Automobile Heating and Air Conditioning (AC)

190 - ASE Maintenance Light Repair

191 - ASE Entry Level Automobile Maintenance and Light Repair (MR)

201 - ASE Entry-Level Automobile Manual Drive Train and Axles (MD)

261 - ASE Entry-Level Automobile Suspension and Steering (SS)

336 - Autodesk Certified Professional or User Inventor

340 - AWS D1.1 Structural Steel

350 - AWS D9.1 Sheet Metal Welding

360 - AWS SENSE Level 1: Entry Welder

CTE Core Course GPA Implications

From 23-24 Secondary Grading Guidelines

Eligible courses that meet a graduation requirement in more than one subject area as designated by TEA could affect a student's GPA depending on the order in which the student takes those courses. For courses that meet both the science and CTE graduation requirements (examples include Engineering Science, Anatomy/Physiology, Advanced Animal Science, Food Science and Forensic Science), students may elect to have the course considered as only eligible as a CTE course if the student can demonstrate that they will earn four science credits from other eligible courses.

Also see chart p. 19 [23-24 Secondary Grading](#)

Summer Legislation

JROTC

Gateway Innovative Course Designation

TEA updates

Programs of Study refresh

Information and comments

College and Career Readiness TEKS

New Occupational Safety and Health TEKS

Instructional Materials

Proclamation 2024

Education and Training: Child Development • Instructional Practices

Health Science: Anatomy and Physiology* • Health Science Theory •
Medical Terminology

Hospitality and Tourism: Food Science*

Law and Public Service: Forensic Science*

Science, Technology, Engineering, and Mathematics: Computer
Science I* * • Computer Science II* * Fundamentals of Computer
Science* *

Instructional Materials

Proclamation 2024

<https://tea.texas.gov/academics/instructional-materials/review-and-adoption-process/proclamation-2024-pre-adoption-samples>

Professional Learning

Boerne ISD Professional Learning

Exchange Days

Professional Learning

<https://www.texasagteachers.org/>

<https://www.txcte.org/resource/arts-audiovideo-technology-and-communications-career-cluster>

<https://www.autodesk.com/education/educators>

<https://fcstat.org/>

MTSS

Branching minds

Tiered instruction

IEP, special accommodations(504)

#1

Done well, MTSS represents an aligned and effective strategy to improve outcomes for all students.”
Kathleen Airhart

#2

A GOAL without a PLAN is just a wish.

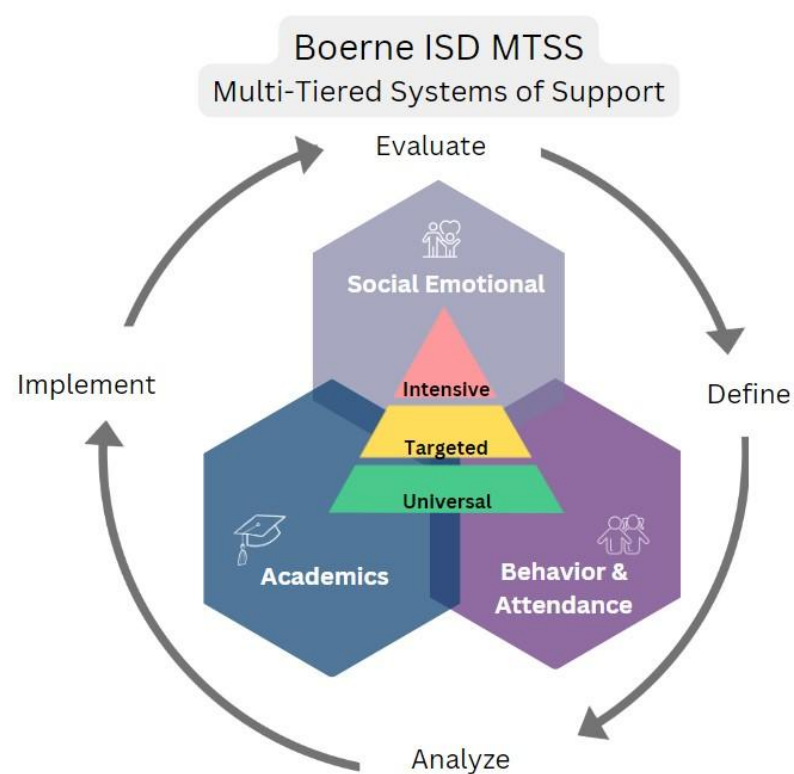
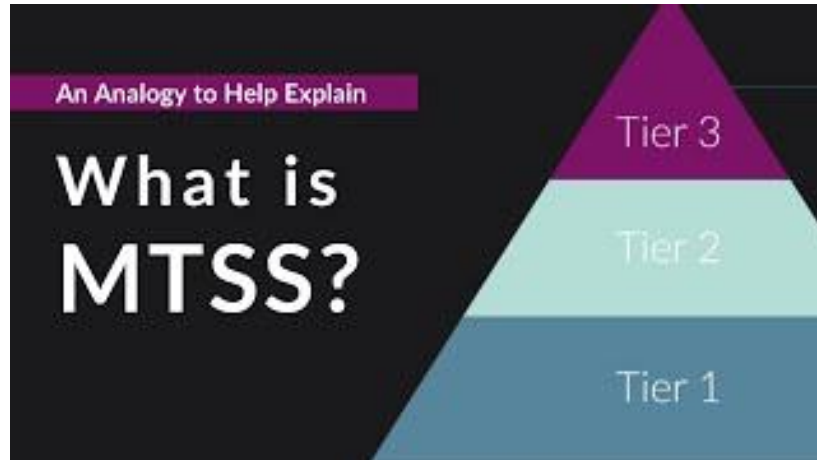
#3

“Educators on a campus take intentional actions based on shared beliefs and trust that, together, they can increase opportunity and measurable success for all students and each other.”

#4

“Children are the priority. Change is the reality. Collaboration in the strategy.”

Boerne ISD MTSS (Multi-Tiered Systems of Support)



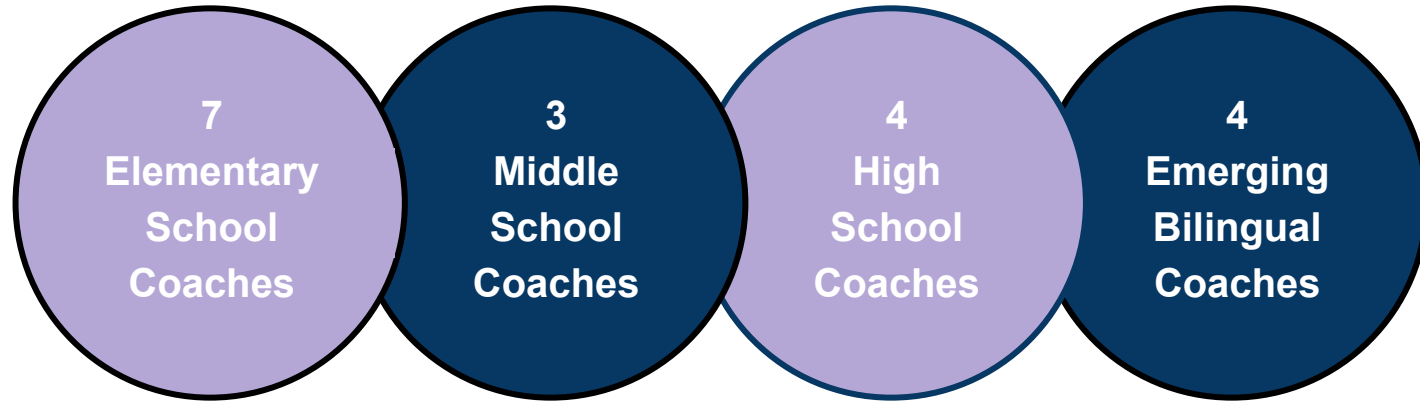
Professional Learning Communities

*Campus PLC teams will meet weekly to collaborate and learn together.

* IC's will facilitate and support the PLC process.



BISD Instructional Coaching Program



Boerne ISD Instructional Coaches

BHS: Leanne Gisler & Chad Anderson

CHS: Rebecca Neel & Rachel Wright

BMSN: Sara Ranzau

BMSS: Mackenzie Atkins

Voss : Wendy Sangdahl

English as a Second Language PK-5

Sheltered Instruction

7 Campuses: HES, FES, KES, CES, VRES, CCES, FORES



EB Coaches:

Adriana Trevino: *CES, HES, (on a rotation basis- CCES & FORES)

Nora Pedraza: *BMSN, FES

Myra Chavez: *BHS, CHS

Magdalena Carranza: *BMSS, KES (on a rotation basis- VRES & VMS)

**EB Coaches' primary location*

Cultures Built to Last

“To make PLCs **systemic**, leaders at all levels must see the strategy as tantamount to **changing the culture** of the system. They must abandon the perception that PLCs represent a program to be implemented and recognize that the **PLC process is a cultural transformation** that has lasting value.”

(Dufour & Fullan, 2013)

The 4 Questions– Help create Predictability and Focus

1. What do we want students to know?
2. How will we know they have learned it?
3. What will we do for students who need more support?
4. What will we do to enrich learning for others?

*Based on Richard Dufour model

PLCs

PLC Guidebook

In addition to campus expectations

Program areas, Practicums

MS: STEM, DL, CCR 8, FCS

CTE Leadership

CTE PLC Calendar

Practicums

PLC dates, Training plans due September 7 to Michelle Abshire

Join google classroom : mtrj2wx (just practicum teachers)

In person training 8-29 Region 20

TEA Learns online

Attendance procedures

Career and Technical Student Organizations (CTSO)

FFA

UIL

BPA

Incubator

FCCLA

Skills USA

Robotics

HOSA

TAFE

ESports



CTSOs

Legalities

Both Curricular and Non-Curricular Clubs are expected to:

- Obtain approval for additional club activities that take place on campus
- Obtain approval for any communications, postings or flyers that will be distributed outside of the assigned club meeting place/time.
- Obtain approval for guest speakers to come on campus (see BISD Agreement and Guidelines for Guest Speakers)
- Obtain parent permission to participate in club meetings and activities that occur on campus

New Clubs webpage

*See handbook

EXTRA-CURRICULAR DON'TS

- Allow students to create logos/publications/t-shirts without approval
- Advertise activities as for one subsection of students (one gender, only for advanced math class students, etc.)
 - Cannot discriminate on the basis of sex, race, religion, color, national origin, or disability
 - **Section 504** – Prohibition Against Discrimination & Reasonable Accommodations to Ensure Equal Opportunity to Try Out
 - **Individuals with Disabilities Education Act** – IEP must include any supplementary aids and services that the student will need to participate in an activity. 34 CFR 300.107, 300.320(a)(4)(ii).

ISSUES WITH OPENING FACILITIES

- Liability waivers?
- Cameras?
- Keys?
- Required supervision?
- What if equipment is broken?
- Work ownership?
- Theft?

EMPLOYEES HAVE GREATER LIABILITY:

- **Administration of Medication**
- **Operation Or Use of a Motor Vehicle**
- **Excessive Use of Force in Discipline**
- **Failure to Report Child Abuse**
- **Special Education**

THINK BEFORE YOU SEND

- Keep it brief
- Keep it factual
- Only send communications between the hours of 8 AM and 5 PM
- Any communication with a student, copy their parent
- Don't text students

OVERNIGHT THOUGHTS

- Permission slips
- Parent chaperones
- Parental permission for room assignments
- Curfew
- What room do you stay in?
- Title IX

CTE and SPED Collaborations

Meeting expectations

SPED staff contacts

Meeting attendance, agenda, and minutes to
Michelle Abshire

First semester due: December 8

Spring: April 5

SE Department Chairs

BMSN– Emily Jackson

BMSS– Danielle MacNeil

Voss– Julie Walker

BHS– Jenny Snelling

CHS– Denise Harris

MS Exploration

October 20-27

Student led show and tell

Eco Dev committee job fairs

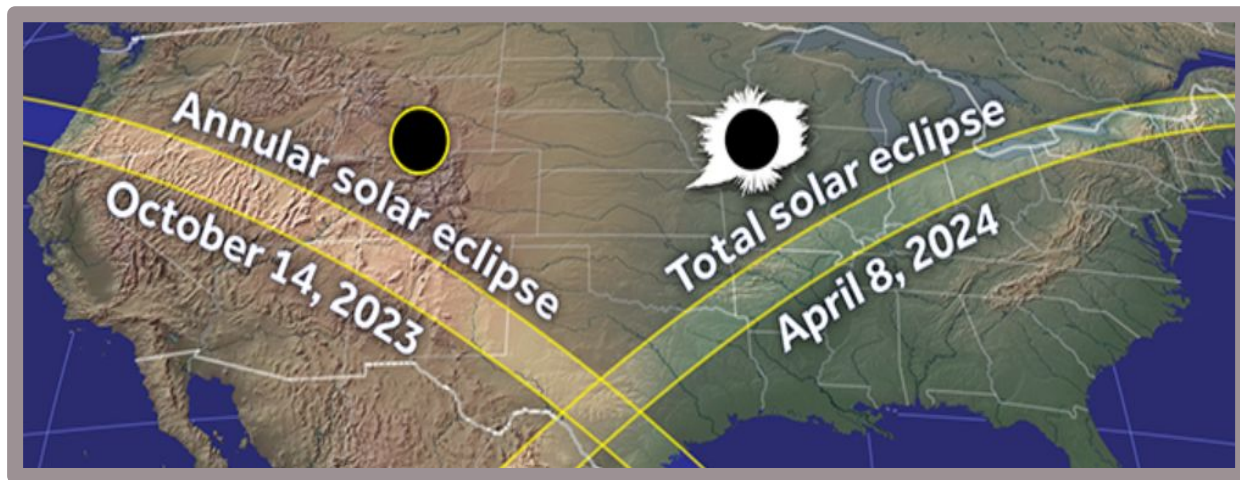
Amy and Jennifer visit

Solar Eclipse

October 14th 2023

April 8th 2024

[BISD Site](#)



Course fees

Standardize fees, letters

Spend in that year on those students

Budgets

November 17– 75%

February 23– consumables close

March 28– All CTE budgets close

Prepare:

2–3 year adjustments based on per-pupil
needs

Curriculum and Planning

YAG Template: Located in shared drive under YAG

<https://docs.google.com/document/d/1gXrFbfLIPcMeN2i0P-fBz6qAMMH0nHyVDn7cxmBBjJU/edit>

Example YAG in shared drive

HS Yags- Tie to IBCS

MS Yags- Tie to AVID standards

EOC vs. Summative Assessments

EOC= IBC

Summative= Final exams

Student Certifications IBCs

Administration and reporting windows

Reporting

“If it’s not in Eduthings, it did not happen”

[Eduthings login](#)

BISD Certification File, [File here](#)

By program areas

Administration window– reflect in YAG, **report to me**

Reporting windows

Use your TEKS and YAGs

Windows due to me August 18

Central office payments

Promoting programs

- Social Media
 - Tag Campus and BISD
 - Websites
- Business Cards

Events 2023-24

SPED Collaborations

PLCs: Practicums, MS, Program areas, PTECH, LAUNCH

MS Exploration: October 20-27

CCT- October 17, Spring event

IBC windows

CCMR, AA, 8th grade nights

Next professional learning October 17 and January

Board Policy Governance

- Policy BE(LEGAL) includes statutes and case law governing meetings of the board.
- Policy BE(LOCAL) has specific local details such as agenda preparation and meeting times

BISD Board Policy

Section A — Basic District Foundations

Section B — Local Governance

Section C — Business and Support Services

Section D — Personnel

Section E — Instruction

Section F — Students

Section G — Community and Governmental Relations

Handbook

Handbook link,

<https://docs.google.com/document/d/1w2qaC2pEP7qWz9Xf4ph320QY7IDvIOBO/edit?usp=sharing&ouid=116375694251525458740&rtpof=true&sd=true>

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**Closing Question, Product or Task**

Calendar IBC windows, PLCs, Practicum benchmarks, Budget deadlines and planning, Events

Feedback and BOY Survey

CTE Session Feedback

<https://bit.ly/BISDfeedbackCTE>



CTE Beginning of the Year Survey

<https://bit.ly/BISDCTE23>

