



## **CTE Administrators Meeting September 18, 2024**

**East Valley Institute of Technology EVIT – 1601 West Main Street, Mesa AZ 85201**

Sign-in begins at 8:00am  
Meeting starts promptly at 8:30am

### **AGENDA**

<b>Welcome – Introductions</b>	<b>Kevin</b>
<b>ADE Updates:</b>	
<b>CTSOs</b>	<b>Julie</b>
<b>Data and Accountability</b>	<b>Samuel</b>
• <b>Work-based Learning</b>	
<b>Standards and Technical Assessments</b>	<b>Judy</b>
• <b>Reminders</b>	
<b>Program Services</b>	<b>Cindy</b>
• <b>Credentials Updates</b>	
• <b>Monitoring Updates</b>	
• <b>Local Occupational Programs (LOP's)</b>	
<b>CTE Counseling</b>	<b>Emily</b>
<b>BREAK</b>	<b>(10 minutes)</b>
<b>Partner Updates:</b>	
<b>ACTEAZ/Premier Program Series</b>	<b>Stephen</b>
<b>ACOVA</b>	<b>John</b>
<b>AZCTECC</b>	<b>Jennifer</b>
<b>Project CHANGE</b>	<b>Maya</b>
<b>CTE Model Program Awards</b>	<b>Kevin</b>
<b>Perkins</b>	<b>Trevor Stokes</b>
<b>Closing</b>	<b>Kevin</b>

**Next CTE Administrators Meeting  
November 7, 2024 – Prescott Resort  
Prescott, Arizona**



# 2024-2025 CTE Programs with Technical Skills Assessments (TSAs)

Programs with TSAs on updated standards for the first-time this Fall and Spring are highlighted.

CIP	PROGRAM	CIP	PROGRAM
52.0301.00	Accounting	52.1900.20	Fashion Design and Operations
01.0000.00	AgriScience	50.0602.00	Film and TV Production
47.0608.00	Aircraft Mechanics (updated in 2024)	52.0801.00	Finance
36.0202.00	Air Transportation	43.0202.00	Fire Service
15.1303.00	Architectural Drafting	50.0409.00	Graphic Design
14.4201.00	Automation and Robotics	49.0202.00	Heavy Equipment Operations
47.0603.00	Automotive Collision Repair (updated in 2024)	51.2602.00	Home Health Aide
47.0604.00	Automotive Technologies	52.0900.00	Hospitality Management
41.0100.00	Bioscience	50.0408.00	Interior Design
52.0201.00	Business Management	51.0802.00	Laboratory Assisting (updated in 2023)
52.0408.00	Business Operations	43.0100.00	Law and Public Safety
48.0703.00	Cabinetmaking	52.1801.00	Marketing (updated in 2023)
46.0201.00	Carpentry	15.1306.00	Mechanical Drafting
46.0415.00	Construction Technologies	51.0801.00	Medical Assisting Services
12.0400.00	Cosmetology and Related Services	51.1502.00	Mental and Social Health Technician
12.0500.00	Culinary Arts	15.0307.00	Music and Audio Production
51.0600.00	Dental Assisting	11.1999.00	Network Security (updated in 2024)
47.0613.00	Diesel Engine Repair (updated in 2024)	51.3902.00	Nursing Services
10.0304.00	Digital Animation	51.0805.00	Pharmacy Support Services
09.0702.00	Digital Communication	48.0510.00	Precision Machining
50.0605.00	Digital Photography	11.0202.00	Software and App Design (updated in 2024)
10.0200.20	Digital Printing	51.0913.00	Sports Medicine and Rehabilitation
13.1210.00	Early Childhood Education	50.0599.00	Stagecraft
13.1200.00	Education Professions (updated in 2023)	15.1202.20	Technology Devices Maintenance
14.1001.00	Electronic Technologies	51.3501.00	Therapeutic Massage
51.0904.00	Emergency Medical Services (updated in 2023)	01.8301.00	Veterinary Assisting
15.0000.00	Engineering	48.0508.00	Welding Technologies

2024-2025 Schedule for the Technical Skills Assessments	
<b>FALL 2024</b>	
October 1 – December 5	Registration for Fall Assessments
October 1 – December 6 at Noon	Fall Testing Period
December 9 – December 13	Congratulatory Letters, Certificates, Transcripts Delivered to Districts
<b>SPRING 2025</b>	
February 24 – May 1	Registration for Spring Assessments
February 24 – May 2 at Noon	Spring Testing Period
May 5 – May 9	Congratulatory Letters, Certificates, Transcripts Delivered to Districts

If you have questions, please contact us at 602-542-5452 or [CTEAssessmentHelp@azed.gov](mailto:CTEAssessmentHelp@azed.gov)

# On the CTE Technical Skills Assessments (TSAs) Website

## Guides, Schedule, Sample Items, etc.

- [CTE Technical Skills Assessment Overview Guide](#)
- [2024-2025 CTE Programs with Technical Skills Assessments \(TSAs\) and Schedule](#)
- [Eligibility Policy for Students to Take and Retake the Technical Skills Assessment](#)
- [Guidelines for New/Updated Standards and First-Time Testing](#)
- [Security and Testing Protocol Agreements](#)
- [TSA Troubleshooting Guide with Video Links](#)
- [Universal Test Administration Conditions and Accommodations Guide](#)
- [Student Technical Skills Assessment Guide](#)
- [Sample Items for All Programs](#)
- [Six Ways to Ensure Student and Program Success on the Technical Skills Assessments \(TSAs\)](#)
- [Proctor Instructions for Monitoring the TSA](#)
- [How to Access and Use the TSA Reports](#)

## Walkthroughs

- [How to Access and Utilize the TSA Dashboard](#)
- [How to Create Rosters Tutorial](#)
- [How to Manually Register One Student Tutorial](#)
- [How to Prepare and Motivate Students to Take the Assessments – PowerPoint](#)
- [How to Take the Assessments – PowerPoint](#)
- [How to Use the Bulk Registration Tab Tutorial](#)
- [How to Use the Certificate Mailing Address Tab Tutorial](#)
- [How to Use the Change Request Tab Tutorial](#)

SCAN ME



## Technical Standards, Technical Assessments, and Career Development Collaboration Team

**Judy Balogh** – Technical Standards, Technical Skills Assessments, Career Development Collaboration Team Lead  
(602) 542-4155  
Judy.Balogh@azed.gov

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**CTE Assessments Helpline: (602) 542-5452**  
**Email: [CTEAssessmentHelp@azed.gov](mailto:CTEAssessmentHelp@azed.gov)**

**NOCHSE**

National Consortium for  
Health Science Education

*Greetings from*

PHOENIX - GLENDALE, AZ

2024 NATIONAL HEALTH SCIENCE CONFERENCE

OCTOBER 15 - 18



SCAN TO LEARN MORE  
OR REGISTER

# Premier Series



## Professional Development for CTE Teachers

The Premier Series is a Professional Development Series partnered with the Arizona Department of Education - Career and Technical Education Division, to meet the requirements for a Standard CTE Teaching Certificate by providing convenient, relevant, and affordable professional knowledge coursework.



### What are the benefits of participating?

ACTEAZ supports CTE teachers who want to enhance their instructional skills and CTE programs with relevant courses. In addition, there are courses to help industry professionals who wish to become expert teachers in their field.



Remove deficiencies



Gain strategies to effectively impart your industry expertise



Sharpen your teaching skills



Collaborate with other educators across the state



Fully certified academic teachers gain CTE knowledge and skills



Receive instruction from highly engaging educators who model best practices

# 700+

participants enhanced their teaching skills in '23-'24

**The program's emphasis on practical application and rigorous assessment helped me refine my culinary techniques, manage kitchen operations more efficiently, and understand industry standards better.**

- Heather Klajda, SUSD

# Upcoming Classes

Participate in the Premier Series courses for removal of deficiencies, recertification, pedagogical development, and continuous networking opportunities!

If you are interested in booking additional classes, contact [premierseries@acteaz.org](mailto:premierseries@acteaz.org).

**OCT  
11**

## **Formative Assessments for CTE Programs**

Zoom

**OCT  
25**

## **Rubrics to Increase Student Success**

Zoom

**NOV  
1-2**

## **Scope and Sequence**

Zoom

**NOV  
7-8**

## **Effective Demonstrations**

ACOVA Fall Conference

**NOV  
19**

## **Lesson Plan Writing**

Zoom

**DEC  
10**

## **CTE Program Management**

Zoom

The Grading and assessment course coupled with the work based learning course at Premier Series gave me a deeper understanding of how to be more efficient and effective with my grading and work based learning for my students.

- Jennifer Upsher, GUHSD



To see all upcoming Premier Series classes, visit [acteaz.org/courses](https://acteaz.org/courses) or scan the QR code.

# 2025

## Call for Presentations

### Midwinter Conference



ACTEAZ and ACOVA are thrilled to announce the 2025 Midwinter Leadership Conference—and we need YOU to help make it exceptional! Share your knowledge and expertise with CTE professionals across Arizona by submitting a presentation proposal. The Midwinter Leadership Conference welcomes all CTE professionals – Administrators, Teachers, Counselors, Instructional Specialists, Data Professionals from all Career and Technical Education areas!

**February 5 - February 7, 2025**

**Prescott Resort & Conference Center  
1500 East State Route 69, Prescott, AZ 86301**

#### ***Presentation Details:***

Deadline to Submit a Proposal: December 2, 2024

Presentation Length: 50 minutes

Proposal Notifications: January 6, 2025

This is your opportunity to make a difference in CTE! Submit your proposal by December 2, 2024, and be part of an amazing lineup at the 2025 Midwinter Leadership Conference. We look forward to seeing your innovative ideas and best practices!

#### ***Presentation Strands:***

- ❄ Career Literacy
- ❄ Strategies for Connecting with Industry Partners
- ❄ Best Practices in CTE
- ❄ Post-secondary Best Practices
- ❄ Counselors: Career Pathways
- ❄ CTE TEAM Connections: Middle School
- ❄ Critical CTE and Educational Issues
- ❄ Using data to drive improvement
- ❄ CTE for All Students
- ❄ Leadership Skills for CTE and Educational Leaders
- ❄ Mentoring CTE Professionals
- ❄ CTE Program Marketing and Retention Strategies
- ❄ Work-based Learning Strategies



**Click on “Submit Session Proposal”:**  
[new.login.acteaz.org/sessions/conference/2025-MW](https://new.login.acteaz.org/sessions/conference/2025-MW)

