



CTE Administrators Meeting

February 6, 2025

8:00am – 11:30am

Sign-in begins at 8:00am

Meeting starts promptly at 8:30am

Prescott Resort - 1500 E State Rte. 69, Prescott AZ 86301 - Clarkdale/Cottonwood Rooms

AGENDA

Welcome and Introductions – Kevin Imes

Fiscal and Grants Update – Bobby Neves and Gina Schmitz

CTSO Update – Julie Ellis

Program Services Update – Cindy Gutierrez

Data and Accountability Update – Samuel Irvin

Work-Based Learning Update – Robert Garcia

Technical Standards Update – Judy Balogh

School Counseling Update – Emily Brown

BREAK

ACTEAZ/Premier Program Series – Stephen Weltsch

ACOVA – John Scrogam

Project CHANGE – Maya Salas

AZCTECC – Jennifer Brooks

AC4 – Jason Gee

Closing – Kevin Imes

**Next CTE Administrators Meeting will be at the ACTEAZ Summer Conference
July 13, 2025 – Tucson**

Prescott Resort Conference Room Rates

Regular Room: \$103 + tax

King Suite: \$123 + tax

Overflow Hotels

Hampton Inn Prescott: Double Queen/King at \$109.00 + tax

Hassayampa Inn: Guest Room at \$119 + tax a night or Suite at \$179 + tax



Courtesy Corps is an opportunity for students to work with industry partners in workbased learning opportunities while attending the SkillsUSA Arizona State Leadership and Skills Conference.

What you need to know!

- Advisors can nominate up to 5 students to participate
- Registration closes March 7, 2025, you will be notified by March 14, 2025 as to who has been accepted
- Students MUST have an advisor or adult chaperone from the school with them at all times
- Must be able to attend the virtual Courtesy Corps Know Before You Go Orientation Meeting on April 17 at 4pm

Scan here to learn more:



Perks :

- Free Registration for students who are NOT competing
- Courtesy Corps T-shirt
- Free lunch on the day assigned to work
- Certificate for community service hours served





2025 CTE Technical Skills Assessment Teacher Institutes

— Announcement and Application Process —

Dear Director, the Annual CTE Technical Skills Assessment Teacher Institutes bring teacher committees together to review, update, and develop assessment items for their program’s TSA. Each committee includes teachers new to the assessment process, those who have experienced the assessment work previously, and as well, geographic diversity is an important consideration. Each Institute begins at 8:30 a.m. and concludes by 4:30 p.m. Teachers receive a stipend of \$250 and 8 hours of Professional Development Credit, with lunch on their own. Meeting dates, programs, locations, and application deadlines are listed below. The application links for the TSA Institutes will be emailed to directors and teachers on the application available date. Applicants and their directors will be notified by email regarding their status to participate in the Institutes.

Technical Skills Assessment Meetings - 2025



Saturday, March 29 at West-MEC Glendale-START Bldg.

Saturday, April 26 at West-MEC Glendale-START Bldg.

Application/Notification

Electrical and Power Transmission
Heating, Ventilation, and Air Conditioning
Software and App Design
Nursing Services
Culinary Arts

Therapeutic Massage
Cabinetmaking
Carpentry
Automotive Technologies
Accounting

Application available: January 31, 2025
Application deadline: February 21, 2025
Notification of acceptance: February 28, 2025



Saturday – May 17 at West-MEC Glendale-START Bldg.

Tuesday, June 3 at Chandler-ASU Innovation Center

Application/Notification

Sports Medicine and Rehabilitation
Mental and Social Health Technician
Film and TV Production
Automation and Robotics
Medical Assisting Services

Diesel Engine Repair
Emergency Medical Services
Education Professions
Fire Service
Graphic Design

Application available: March 14, 2025
Application deadline: April 11, 2025
Notification of acceptance: April 18, 2025



Tuesday, June 10 at Chandler-ASU Innovation Center

Thursday, June 12 at Chandler-ASU Innovation Center

Application/Notification

Laboratory Assisting
Stagecraft
Network Security
Home Health Aide
Heavy Equipment Operations

Technology Devices Maintenance
Marketing
Construction Technologies
Law and Public Safety
Digital Animation

Application available: April 11, 2025
Application deadline: May 2, 2025
Notification of acceptance: May 9, 2025

What we need from you:

PLEASE SPREAD THE WORD when you receive the announcement about the TSA Institutes.

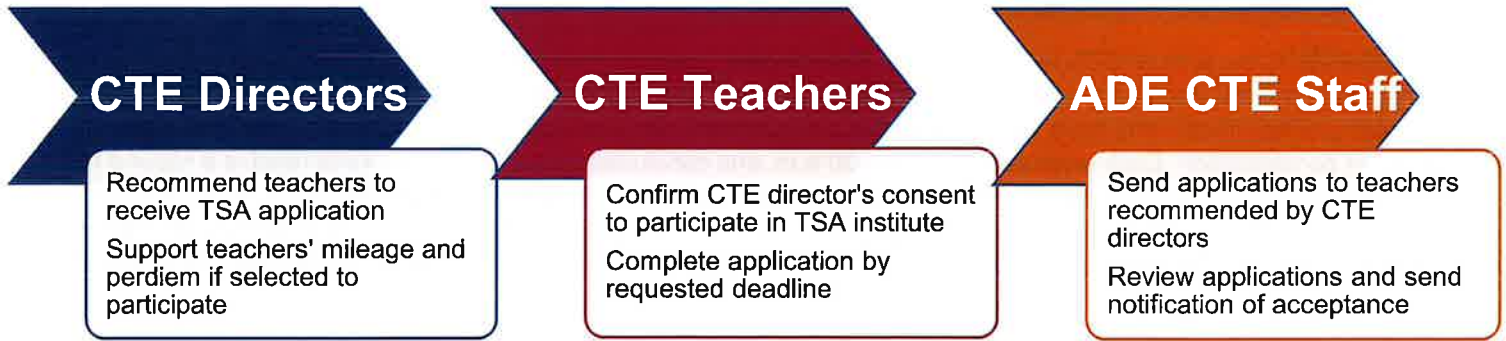
- Recruit teachers who have shared an interest in participating in the development of TSA items.
- Encourage teachers new to the assessment process to apply so they will be better informed.
- Remind teachers who are interested in the Institutes to submit the application by the deadline.
- Support your teachers' mileage and per diem if selected to participate.

IF YOU HAVE QUESTIONS, please contact Cathy Reed (cathy.reed@azed.gov) or Judy Balogh (judy.balogh@azed.gov).



Recommendation-Application-Notification Process

for the Technical Skills Assessment Institutes (TSAs) for 2025



Dear Teacher, you are invited to apply for a CTE Technical Skills Assessment Teacher Institute to review, update, and develop assessment items with other teachers in your program. Each committee will include teachers new to the assessment process, those who have experienced the assessment work previously, and as well, we encourage geographic diversity.

Each Institute begins at 8:30 a.m. and concludes by 4:30 p.m. Teachers who complete the full day will receive a stipend of \$250 and earn 8 hours of Professional Development Credit. Lunch is on your own.

Please note below that each date features several programs. Just follow the link for your program and complete and submit the application by the date indicated. After the deadline, all applications will be reviewed, and you and your director will be notified by email regarding your status to participate in the Institute.

**TSA Institute Saturday,
March 29, 2025 - West-MEC
Glendale-START Bldg.**

- Electrical and Power Transmission
- Heating, Ventilation, and Air Conditioning
- Software and App Design
- Nursing Services
- Culinary Arts

[Apply Now!](#)

**TSA Institute Saturday,
April 26, 2025 - West-MEC
Glendale-START Bldg.**

- Therapeutic Massage
- Cabinetmaking
- Carpentry
- Automotive Technologies
- Accounting

[Apply Now!](#)

**TSA Institute Saturday
May 17, 2025 - West-MEC
Glendale-START Bldg.**

- Sports Medicine and Rehabilitation
- Mental and Social Health Technician
- Film and TV Production
- Automation and Robotics
- Medical Assisting Services

[Link Available Soon!](#)

**TSA Institute Tuesday,
June 3, 2025-Chandler-ASU
Innovation Center**

- Diesel Engine Repair
- Emergency Medical Services
- Education Professions
- Fire Service
- Graphic Design

[Link Available Soon!](#)

**TSA Institute Tuesday,
June 10, 2025-Chandler-
ASU Innovation Center**

- Laboratory Assisting
- Stagecraft
- Network Security
- Home Health Aide
- Heavy Equipment Operations

[Link Available Soon!](#)

**TSA Institute Thursday,
June 12, 2025-Chandler-
ASU Innovation Center**

- Technology Devices Maintenance
- Marketing
- Construction Technologies
- Law and Public Safety
- Digital Animation

[Link Available Soon!](#)

Cathy Reed 602-364-0103 cathy.reed@azed.gov

ONLINE SUPPORT FOR TSA SUCCESS!



- **WHO:** All CTE staff involved with the TSA
- **WHAT:** Accessing the dashboard, scheduling, registering, proctoring, testing, using test results, and more!
- **WHEN:** Please contact Hannah Higgs to schedule a time to meet via Teams between 9:00 am and 5:00pm
- **WHERE:** Microsoft Teams

Please contact Hannah Higgs,
Program Assessment Specialist

Hannah.Higgs@azed.gov

(602) 542-5044

or CTEAssessmentHelp@azed.gov

(602) 542-5452

*Let us know
how we can
help you!*



