



# 2019 Kansas CTE Scholar OVERVIEW

The **KANSAS CTE SCHOLAR** initiative is an opportunity to recognize well-rounded outstanding Career and Technical Education (CTE) students finishing their senior year of high school.

## OVERVIEW:

Local school staff will determine whether a student has successfully met the **Kansas CTE Scholar** criteria explained below, and submit the submission form and documentation by MARCH 1. (See *KS CTE Scholar Application for additional information.*)

Senior students who earn Kansas CTE Scholar status will receive a commemorative pin, special certificate and statewide recognition.

There is no maximum number of students who can be recognized by KSDE. The intent of the program is to offer students the incentive to earn recognition for success within CTE programs.

An application form has been created for your use. **ALL SEVEN criteria are required to earn the KS CTE Scholar status.**

## CRITERIA

Students should complete the application and submit it to their locally identified person who will then review, verify completion, and forward to KSDE when all benchmarks are met. The seven criteria are as follows.

1. **Senior level status**
2. Have earned or presently enrolled in **3.0 or more CTE credits** with documentation of **technical skill attainment**
3. **CTE GPA of 3.5 or better** in CTE coursework
4. Demonstrated **leadership**
5. **Civic Engagement or Outstanding Community Service**
6. **Work Place Experiences (PLE)**
7. **Career Vision Summary Statement**

Further explanation of criteria can be found below:

**1. Senior Level Status** — The CTE Scholar candidate must be a senior. Work can be, and is expected to have begun prior to their senior year, however recognition is limited to seniors.

**2. CTE Credits** — A student must have completed a minimum of 3.0 CTE credits with at least 2 of the 3 credits above the introduction level. Credits can be across Pathways if career goals aren't aligned within one Pathway. CTE courses are identified by the KCCMS code and are limited to those found on a Pathway design sheet. The Pathway isn't required to be approved for the courses to be included.

**Technical Skill Attainment** — Technical skills must be documented to illustrate attainment. A **minimum of one** of the following must be earned and verified:

- Earn a passing score on a third party, end of Pathway assessment\*; **or**
- Earn an industry-recognized certification\*\*; **or**
- Receive an exemplary CTSO contest medal or placement at the state or national level; **or**
- Complete an application level course with-passing grade of 85% **AND** industry validation

(\* For KPAC list, see [www.ksde.org](http://www.ksde.org), look for "C" in the subject index for "CTE". Next, search the right side menu for "CTE Table of Contents" and then under "CTE Assessments" for the list.)

**3. CTE Course GPA** — A CTE GPA in CTE courses above the introduction level must be 3.5 or higher to qualify for CTE Scholar recognition. CTE courses are identified by the KCCMS code and are limited to those found on a Pathway design sheet. The Pathway isn't required to be approved for the course to be included, but the competencies must have been taught. A minimum of 2.0 credits must be averaged.

**4. Leadership or Career Success Skills Validation Letter** — Leadership and skill development in civic engagement, organizational position or community service (i.e. community, work, and school leadership with impact made, including offices held) is a part of becoming a CTE Scholar. A typed letter of validation is required from a person who can verify the position(s) was/were held, leadership roles assumed, career success or leadership skills demonstrated and/or growth witnessed (See *Criterion #5 for more detail.*) The letter must be from a non-relative and explain the leadership or skills observed **and** impact of the work. **Letters written for general scholarships are not accepted.** The letter will be submitted to KSDE so should be addressed to KSDE for that reason.

**5. Civic Engagement or Outstanding Community Service** — Demonstrating concern for community is an important part of being a well-rounded CTE Scholar. **One option, civic engagement**, refers to a student selecting an issue of concern and providing the leadership for and the sharing of personal skills and knowledge through project-based actions to improve their community, state, nations, and/or the world and themselves along the way. However, **for a project to be civic engagement, the candidate must have been the main leader of the project and work.** Others can be involved, but the candidate must have to have been the leader in all aspects of the project. This is the topic of a "leadership letter" indicated under "Criteria #4".

**Outstanding Community Service (OCS)** is the **second option**. One might select community service if serving as the lead has not been possible. These experiences are linked with the development of

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## 2019 Kansas CTE Scholar Overview

'success skills'. A **minimum of 100 hrs.\*\*** of volunteering, service, and/or organizational leadership within an organization and/or community is required of the CTE Scholar candidate for this option. It can be cumulative over the candidate's high school years. This can be more than one event, location or agency/organization. Verification of OCS hours is required by a supervisor or supervisors through a log with signatures or other methods of verification per experience. Career success skills demonstrated (such as work ethic, perseverance, teamwork or responsibility) would be the topic of the career success letter required in criterion #4. Only 1 letter is needed. See *sample OCS log document to assist with record keeping*.

**6. Work Place Experience (PLE)** — Work place experiences are an important part of a CTE experience as they provide technical skill application and require appropriate employability skills in action. These experiences can include school based experiences, internships, clinicals, supervised agricultural experiences, community based or student-led businesses located on or off the school campus. These are commonly done as part of the application level pathway courses. The experiences should reflect the career interests of the candidate and industry expectations. A **minimum of 80 hours** of experience is expected prior to submission.

This criterion requires a **compiled outline** of the experiences and include a short paragraph with personal reflection about the employability skills gained from the experience.. It should be titled "My Work Place Experiences Outline" with the candidate's name beneath it.

A maximum of one page for the outline and 175 words for the employability skills paragraph exists. This will be submitted to KSDE.

**7. Career Vision Reflection** — A short reflection of a candidate's personal career vision and future plans are required. If a candidate has CTE courses that fall outside one Pathway, explain how their CTE experiences helped them reach their career choice and build their career vision. Specifically address lessons learned if their high school CTE experience/pathway is not aligned to their future career. This document should be titled "My Career Vision" with the candidate's name beneath it. A maximum of 175 words is allowed. This will be submitted to KSDE.

### **KANSAS CTE SCHOLAR SUBMISSION FORM:**

A submission form is to be completed and submitted to KSDE with indicated documentation prior to midnight on **MARCH 1, 2019**.

The local administrator (or their designee) should complete the verification and ensure the submission of the forms follow the procedure requested, but the actual application and document completion is to be done by the student.

Submission form with documentation is to be emailed or snail mail to Amanda Williams ([awilliams@ksde.org](mailto:awilliams@ksde.org)) by the deadline.

**SNAIL MAIL Option:** Each application should be sent individually to allow for tracking and expedited processing. A received response will be sent. **E-MAIL Option:** Emailing is preferred. Send all items for an applicant as 1 email which will mean scanning into 1 document. It should be an attachment. (Be sure 2 sided documents are scanned correctly). Missing items could mean forfeit of scholar status. (NOTE: Faxes will not be accepted.) KSDE processing will take place within 30 days of the deadline.

### **RECOGNITION\*\*\*:**

KSDE recognition will include:

- KS CTE Scholar recipient announcement as part of the April Kansas State Board of Education meeting.
- Commemorative pin (see design below)
- Certificate with student name
- Statewide news release
- KSDE web recognition
- Sample award script will be provided for local use.



Commemorative Pin Design

Locally, additional recognition is encouraged. Examples include:

- Graduation recognition cords
- Pin awarding at a special all-school assembly
- Local newspaper feature
- Local board of education recognition
- Listing of achievement on Scholar's transcript (strongly encouraged)

(\*\*\*NOTE: Postsecondary scholarships and workforce benefits are being explored.)

### **Contacts:**

*CTE scholar criteria:*

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