

2023-2024 EXCELLENT LEVEL CHECK LIST

In order to be eligible for continued CAVIT approval status and funding eligibility for 2024-2025, each of the following required standards must be met.

CAVIT Excellent Level Standard	Standard Documentation	Items to Place in CAVIT Notebook
1.0 CURRICULUM AND INSTRUCTION		
1.1 A fully-developed syllabus is available for all courses.	Copy of each course syllabi.	Copy of each syllabi.
2.0 PROGRAM SUPPORT		
2.1 Program uses a fully-committed advisory committee with at least three business members from diverse career areas within the program field in attendance at three or more advisory committee meetings.	Copies of agendas and minutes from three or more program advisory committee meetings. The allowable meeting date ranges are from May 1, 2023 to May 15, 2024.	Copies of agenda and minutes from 3 or more advisory meetings.
2.2 Fully-functional CTSO with students participating in state or national leadership contests.	Listing of student, name of event, date, contest area and placing in a state or national competitive event (placing for state must be in top 5 or top 10 for nationals). Recognition events will not count. Prior approval must be received from CAVIT for participation in events outside of CTSO area. Results allowed from May 1, 2023 to present.	Verification of student or team top 5 placing at state or nationals.
2.3 A student satisfaction survey is completed in all courses on an annual basis.	A. Results from online student satisfaction survey. (CAVIT will email out survey results to teacher prior to notebook submission.) B. One page reflection narrative on survey results	Copy of survey results. One page reflection narrative
3.0 WORKPLACE READINESS		
3.1 A percentage of students meet or exceed the pass score on the ADE CTE end-of-program assessment.	90% of the program completers taking the Spring, 2024 final ADE CTE assessment meet/exceed the state's established pass score. Programs with no state CTE assessment in place are exempt from this standard.	CTE Director will provide teacher with ADE test summary report.
3.2 Students perform one fully-integrated, district created, unique program event that includes advisory committee participation during current school year.	Completion on one fully-integrated, district created, unique program event that includes advisory committee participation during the current school year that is preapproved by CAVIT by October 1, 2023. Program event must be completed and evaluated by students an industry partners through the CAVIT provided online survey by December 1, 2023. CAVIT will email student evaluation survey results to teacher by December 15, 2023.	<i>Summary of Event Form</i> Evaluation rubric w/scores. CAVIT Online survey evaluation results.
3.3 A percentage of students earn an industry credential upon program completion.	33% of the program completers taking the Spring, 2024 ADE CTE assessment will obtain an industry credential by June 30, 2024. Test administered must be listed on 2023-2024 Identified Industry Certifications for CTED Eligibility and A-F for the program taught. Programs without an ADE recognized credential must use an alternative certification in order to meet this standard.	Copies of industry credential certificates or agency testing pass reports.
4.0 TEACHING STAFF		
4.1 Teacher participates in 10 hours of professional development outside the district.	Documentation of 10 hours of professional development obtained outside of district during May 1, 2023 to present. District provided training and work completed on behalf of the school does not count in meeting this standard.	Copies of professional development certificates or transcripts
4.2 Teacher participates in the district's professional evaluation review.	Home school principal certifies teacher has met all of the district's professional evaluation performance goals. CAVIT will contact principal to determine eligibility.	No documentation required. CAVIT will verify eligibility.

2023-2024 Excellent Level Compensation – Calculated on Standard 3.3 Number of end-of-program students passing an industry assessment AND meeting all Excellent Level standards. Stipend Award: 1-2 Students \$200, 3-4 Students \$300, 5-7 Students \$500, 8-9 Students \$800 and 10+ Students \$1,000.

Teachers: Upon attainment and documentation of all EXCELLENT standards, your program will be awarded a banner for 2023-2024, a stipend will be provided to you by August 31, 2024, and your program will be eligible for continued CAVIT approval status and funding eligibility in 2024-2025. Teachers not meeting Excellent Level will have their portfolio scored using the High Quality or Emerging Level (whichever applicable) scoring rubric.