

2023-2024 HIGH QUALITY 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.

High Quality 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 two or more advisory committee meetings.	Copies of agendas and minutes from two or more program advisory committee meetings. The date range for the meetings must be from May 1, 2023 to present.	Copies of agenda and minutes from 2 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. Prior approval must be received from CAVIT for participation in events outside of CTSO approved areas. Recognition events are not allowed. Results allowed from May 1, 2023 to present.	Verification of student or team competing at state or n
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 teachers 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 complete ADE proficiency assessments or obtain a certificate of completion showing all ADE standards mastered.	70% of the program completers taking the Spring, 2024 final ADE CTE assessment meet/exceed the state's established pass score	CTE Director will provide teacher with ADE testing summary report.
3.2 Students complete at least one in-depth work-based learning activity during the current school year.	Write-up of one in-depth work-based learning activity.	Write-up of activity conducted.
3.3 Students receive direct support through two or more functions with established business and industry partnerships during current school year.	Write-up of two or more partnership activities.	Write-up of activities conducted.
3.4 A percentage of students complete industry licensure/certification testing upon program completion.	33% of the program completers taking the Spring, 2024 ADE assessment will take an industry licensure/certification test by August 31, 2023. Test administered must be listed on 2023-2024 Identified Industry Certifications for CTED Eligibility and A-F for the program taught.	Copies of testing certificates.
4.0 TEACHING STAFF		
4.1 Teacher participates in 5 hours of professional development outside all-district professional development on an annual basis.	Documentation of 5 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

Teachers: Upon attainment and documentation of **all HIGH QUALITY standards**, your program will be awarded an additional certificate and **continued CAVIT approval status and funding eligibility in 2024-2025.**