



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, *Superintendent of Public Instruction*

WWW.DPI.NC.GOV

**To:** Local Career and Technical Education (CTE) Administrators  
New/Initially Licensed CTE Teachers

**From:** Danielle Rivenbark, Section Chief for CTE Professional Development

**RE:** 2024-25 CTE New Teacher Induction Program

**Date:** April 25, 2024



## 2024-25 CTE New Teacher Induction Program

The CTE division of NCDPI is offering five (5) modules to meet the DPI-sponsored staff development requirement for initially licensed CTE teachers:

- (1) Effective Curriculum Use
- (2) Instructional Tools and Classroom Management
- (3) Partnerships, Resources, Work-based Learning, and Support
- (4) CTE Proofs of Learning, Data, Assessment, and Teacher Evaluation
- (5) The CTSO Experience

These modules are especially designed for initially licensed Career and Technical Education teachers, but **all** new CTE teachers are encouraged to participate as each module has been carefully crafted to ensure success in today's CTE classroom. Modules consists of online coursework, live online meetings, and/or face-to-face (F2F) workshops.

Module	Date	Fee
<b>Effective Curriculum Use (CTE001)</b> <i>Online, Self-Paced</i> 9 contact hours / 0.9 CEUs	<ul style="list-style-type: none"> <li>• Sept. 16 – Dec. 15, 2024</li> <li>• Jan. 13 – Apr. 14, 2025</li> </ul>	\$75
<b>Instructional Tools and Classroom Management (CTE002)</b> <i>Blended Learning – 1 virtual meeting + online coursework</i> 6 contact hours / 0.6 CEUs	<ul style="list-style-type: none"> <li>• Virtual Meeting – Sep. 19, 2024 (3:30 – 4:30 p.m.)</li> <li>• Online Coursework due Dec. 15, 2024</li> <li>• Virtual Meeting – Jan. 16, 2025 (3:30 – 4:30 p.m.)</li> <li>• Online Coursework due Apr. 14, 2025</li> </ul>	\$75
<b>Partnerships, Resources, and Professional Organizations (CTE003)</b> <i>Online, Self-Paced</i> 9 contact hours / 0.9 CEUs	<ul style="list-style-type: none"> <li>• Sept. 16 – Dec. 15, 2024</li> <li>• Jan. 13 – Apr. 14, 2025</li> </ul>	\$75
<b>CTE Proofs of Learning, Data, and Assessment (CTE004)</b> <i>Online, Self-Paced</i> 6 contact hours / 0.6 CEUs	<ul style="list-style-type: none"> <li>• Sept. 16 – Dec. 15, 2024</li> <li>• Jan. 13 – Apr. 14, 2025</li> </ul>	\$75
<b>The CTSO Experience (CTE005)</b> <i>Blended Learning – 1 virtual meeting + attend face-to-face, in-person conference + online coursework</i> 18 contact hours / 1.8 CEUs	<ul style="list-style-type: none"> <li>• DECA – Feb. 27 – Mar. 1, 2025</li> <li>• FBLA – Mar. 20 – 22, 2025</li> <li>• HOSA – Mar. 26 – 29, 2025</li> <li>• FCCLA – Mar. 31 – Apr. 2, 2025</li> <li>• TSA – Apr. 2 – 5, 2025</li> <li>• SkillsUSA – Apr. 9 – 10, 2025</li> </ul> <p><b>ONLINE COURSEWORK DUE WITHIN 2 WEEKS AFTER CONFERENCE</b></p>	\$150

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## Registration and Payment

### COURSE REGISTRATION LINK

All courses can be found here: <https://bit.ly/CTE-NTIP>

*Participants will register for CTE001, CTE002, CTE003, and CTE004 as a single registration. CTE005 will have a separate registration by CTSO.*

**Invoices** will be sent by NCACTE and payment must be sent to: **NCACTE, PO Box 91567, Raleigh, NC 27675**

**Payment** must be received no later than the registration deadlines noted above. Participants will not get access to the course until payment is received.

### CANCELLATION

NCACTE/NCDPI reserves the right to cancel scheduled workshops due to low enrollment and unforeseen circumstances.

If NCACTE/NCDPI cancels a course, you will receive full reimbursement of the course/training fee or you may request a payment transfer to another course within a 12-month period. When selecting a different course/training, participants will be responsible for any difference in course/training cost at the time of the request or in some cases a participant may receive a credit on file. Please contact NCACTE for more information.

NCACTE is not responsible for any expenses incurred before the start of a program, e.g., airline tickets, hotel, or car rental.

NCACTE reserves the right to modify this cancellation policy with no advance notice.

### INCLEMENT WEATHER

A notification will be sent by NCACTE/NCDPI to all participants in the event we delay our course/training session due to inclement weather. Additional information will be provided to each participant regarding rescheduling date for course/training session. NCACTE is not responsible for travel related expenses in the event we cancel a course/training session.

### REFUND POLICY

Request Received By:

- 7 business days before class start – 100% (minus \$25 administrative fee)
- 1-6 business days before class start – 50%
- Less than 24 hours before class start – None

**Registration and Content Questions?** Please contact CTE Professional Development Team: [ctepd@dpi.nc.gov](mailto:ctepd@dpi.nc.gov)

**Payment Questions?** Please contact Robin Ward Miller [wardmillercpa@gmail.com](mailto:wardmillercpa@gmail.com).

## Coursework Policy

Participants must complete their own coursework by the deadline(s) to successfully complete the modules. No extensions will be granted. No refunds will be given for failing grades.

## Attendance Policy

Late arrivals of more than 15 minutes to any of the live online or face-to-face modules will NOT be admitted and the entire module must be repeated. No refunds will be issued.

## Hotel Reservations

### CTE005 – The CTSO Experience

Participants are responsible for making their own hotel reservations. More information about each individual conference can be found on the local CTSO conference website or by contacting the State Adviser for each conference. **Participants are encouraged to attend the CTSO conference most closely aligned to their program area.** Contact information for DPI Consultants and CTSO State Advisers are listed below.

### Contact Information - Program Area Consultants and CTSO State Advisers

Content Area	NC DPI Consultant	State Adviser
Business, Finance, and Marketing Education	<a href="mailto:Felisha.Davis@dpi.nc.gov">Felisha.Davis@dpi.nc.gov</a> <a href="mailto:Elizabeth.Matthews@dpi.nc.gov">Elizabeth.Matthews@dpi.nc.gov</a>	DECA: <a href="mailto:Pam.Obrien@dpi.nc.gov">Pam.Obrien@dpi.nc.gov</a> FBLA: <a href="mailto:ncfbblastateadviser@gmail.com">ncfbblastateadviser@gmail.com</a> TSA: <a href="mailto:Jerianne.Taylor@dpi.nc.gov">Jerianne.Taylor@dpi.nc.gov</a>
Computer Science, IT, and Technology Education	<a href="mailto:Brent.Curran@dpi.nc.gov">Brent.Curran@dpi.nc.gov</a> <a href="mailto:Eli.Hamrick@dpi.nc.gov">Eli.Hamrick@dpi.nc.gov</a>	TSA: <a href="mailto:Jerianne.Taylor@dpi.nc.gov">Jerianne.Taylor@dpi.nc.gov</a>
Family and Consumer Sciences Education	<a href="mailto:Gwen.Turner@dpi.nc.gov">Gwen.Turner@dpi.nc.gov</a> <a href="mailto:Valerie.Williams@dpi.nc.gov">Valerie.Williams@dpi.nc.gov</a>	FCCLA: <a href="mailto:clewis@fcclainc.org">clewis@fcclainc.org</a>
Health Science Education	<a href="mailto:Barbara.Burt@dpi.nc.gov">Barbara.Burt@dpi.nc.gov</a> <a href="mailto:Melissa.Leeds@dpi.nc.gov">Melissa.Leeds@dpi.nc.gov</a>	HOSA: <a href="mailto:jennifer.epperson@nchosa.org">jennifer.epperson@nchosa.org</a>
Trade and Industrial Education	<a href="mailto:James.Pressly@dpi.nc.gov">James.Pressly@dpi.nc.gov</a> <a href="mailto:David.Barbour@dpi.nc.gov">David.Barbour@dpi.nc.gov</a> <a href="mailto:Nolan.Fahrer@dpi.nc.gov">Nolan.Fahrer@dpi.nc.gov</a>	SkillsUSA: <a href="mailto:paul@skillsusanc.org">paul@skillsusanc.org</a>