



Idaho Professional-Technical School/Academy Program Evaluation Measures and Standards Report FY09

Please complete a Measures & Standards Report for each program at each host site.

Report Date:	Professional-Technical School (PTS) Name:		
Program Name:			No:
Instructor Name(s):			
Phone:	Fax:	E-Mail:	

The measures and standards report provides data and information to verify a PTS program has met established essential criteria. Supporting documents – PTS POS, Program Advisory Committee and Program Student Organization forms are to be returned (if needed) with the report as part of the data collection. A Program Student Enrollment form will need to be completed on program attendance during the first week of October and returned prior to October 15. Individual student data is kept at local school for audit purposes if needed.

PTS Program Evaluation: Measures and Standards: Essential criteria	FY 09 Targets and/or Standards	FY 09 Program Results (Required)	Attach Evidence or Comment used to meet standards for FY 09 (Attach comments if more space is required)
A. The program is based on industry standards that are measurable using a competency-based evaluation system; i.e., NATEF/ASE, C+, MOUS, Auto YES, AWS, CEMA, NCCER, CDA.			
1. Industry standards are used.	Industry approved standards	POS PTS	
2. Competencies are measurable and used for program instruction.	Industry curriculum is competency based	(check) Yes <input type="checkbox"/> No <input type="checkbox"/>	
3. Equipment reflects current industry standards.	Equipment is state-of-art with replacement schedule	Advisory form	
4. Equipment meets industry safety standards.	Equipment has maintenance schedule	Advisory form	
5. Hardware and software reflect current industry standards.	Technology is state-of-art with replacement schedule	Advisory form	
B. The program is responsive to student needs and labor market needs.			
1. Labor market needs for the program are identified.	Exceeds Perkins Performance measure 5S1 - 92.88%	School performance <u>measure</u> 5S1 -(%))	
2. Field industry work experience is designed to fit each student's interests and abilities.	Several types of field industry work experience opportunities are available	(check) Yes <input type="checkbox"/> No <input type="checkbox"/>	
C. The program contains a sequence of instruction that follows a set of industry competencies.			
1. An approved sequence of class offerings based on industry competencies is in place.	Approved PTS POS	PTS POS	
2. Students from participating schools have the necessary pre-requisite instruction.	Introductory courses are included in PTS POS	PTS POS	

Measures	Standards	Results	Evidence/Comments
3. Completer Information: Jr. & Sr. (#) completed 3 PTE courses and enrolled in capstone _____ (#) enrolled PTS and capstone _____ (#) completed PTE course sequence <3 _____	All program completers are documented	# completers are ()	
4. Technical Skills Assessment: (#) completers taking assessment _____ (#) completers passing assessment _____ Assessment passing score (%) _____	All completers must take technical skills assessment	% taking assessment () % passing assessment ()	
5. Field industry work experience: (#) completers placed in field industry work experience prior to graduation _____	All completers must have field industry work experience prior to graduation	Types of field industry work experience Clinical experience: # completers _____ Business/industry internships: # completers _____ Supervised occupational experience: # completers _____ Job placement: # completers _____ School-based enterprise: # completers _____ Similar work experience: # completers _____ List: _____	
D. The program reinforces basic & advanced academic skills.			
1. Curriculum integrates basic and advanced academic skills.	Industry curriculum integrated with basic and advanced academic skills	Advisory form	
E. The program has a majority of courses offered as dual credit courses and/or has course offerings approved for postsecondary credit as part of a Tech Prep agreement.			
1. A majority of the course offerings are approved for dual credit or tech prep credit. a. Number of courses _____ b. Dual credit courses _____ c. Tech Prep courses _____	Majority of courses offered for postsecondary credit	(%) PTS POS	
F. The program promotes access and equity for all students and school personnel.			
1. The program promotes participation, access, and equity for students and promotes non-traditional enrollment.	Exceeds Perkins Performance measures 6S1 – 19.84% 6S2 – 20.09%	School performance measure 6S1 -(%) 6S2 -(%)	
G. The program seeks active input from an appropriately qualified business/industry technical advisory committee.			
1. Advisory committee membership is specific to industry standards.	Industry Specific advisory committee	Advisory form	
2. Advisory committee meets on a regular basis. Copies of advisory committee minutes are available for review.	Meets multiple times annually	Advisory form	
3. Advisory committee reviews labor market needs, curriculum and program improvement plan for the program.	Review labor market needs, curriculum and improvement plan	Advisory form	

Measures	Standards	Results	Evidence/Comments
H. The program implements instructional delivery methods that use current teaching and industry technologies.			
1. Teachers use delivery methods that include best practices and industry technologies	Industry technology is reflected in instruction	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	
2. There is a balance of theory, work experience, personal and occupational skill development	Instruction meets industry certification standards	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	
I. Instructor(s) hold professional-technical certification to teach the occupation and are industry qualified.			
1. Instructor(s) hold appropriate teacher certification.	Current certification with appropriate endorsement	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	
2. Instructor(s) hold industry certification.	(1) Industry certification (2) Working toward industry certification (3) Equivalent to industry certification	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	(1) <u>List industry certification(s)</u> (2) Attach PDP for obtaining industry certification (3) Attach plan that details how industry certification is met through an equivalent method
3. Instructor(s) actively participate in professional-technical education conferences/workshops.	PDP has activities to remain current with industry standards	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	
J. The program promotes leadership development through professional-technical student organizations.			
1. The program has a state approved professional-technical student organization (PTSO).	State Approved PTSO	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	If no, complete Program Student Organization form
2. Students are active in the professional-technical student organization and have the opportunity to participate in leadership development skills and chapter events and activities at the local, district, state and national levels.	Students have opportunity to participate in PTSO	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	Attach copy of chapter local, district, state and national activities and leadership development skills
K. The program promotes interpersonal and other cross-functional workplace skills			
1. Interpersonal and other cross-functional workplace skills are provided i.e.; SCANS skills.	Workplace skills are integrated into curriculum, instruction and industry experience	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	

Measures	Standards	Results	Evidence/Comments
L. The instructional setting is appropriate.			
1. Lab is appropriately designed for instruction offered and the number of students enrolled; i.e. a. student teacher ratio b. industry current equipment c. number of work stations	Industry standards are reflected in facilities, technology and resources	Advisory Form	
2. Facility meets safety regulations. Industry safety skills incorporated into instruction.	Regulatory agency standards are maintained	(check) Yes No <input type="checkbox"/> <input type="checkbox"/>	
M. List program improvement activities initiated and/or accomplished during the current year.			
N. List the program improvement goals for next year (based on this self evaluation, and/or other program assessments or workshops). A separate page may be used.			