

Technology Centers That Work **Technical Assistance Data Profile Packet**

The information requested in this document is an essential element of the Technical Assistance Visit (TAV) and will be used by the visiting team to prepare for the visit and to write the report. Thank you in advance for collecting and reporting this information.

Please create a Data Profile Packet for each team member. Include a copy of any relevant state data such as your **most recent state report card and/or state assessment results**.

If some of the information requested is available in another document you may attach it rather than fill out every individual chart in this profile. If so, note “See attached state report card”, or “See attached ACT Report”, etc., on the blank charts to indicate where to find the information. Use the Data Checklist below to assist in gathering the information needed to complete the Data Profile.

The *TCTWTAV* Team Leader will need an **electronic** (preferred) or hard copy of this Data Profile **at least one week prior to the visit** in order to review the data and to become familiar with the center in preparation of the visit. It is also recommended you send the completed Data Profile Packet to all team members. Otherwise, have the information ready in a notebook for all team members at the center on the first day of the visit.

Contact your team leader if you have questions about the data requested.

2012

Southern
Regional
Education
Board

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Technical Assistance Visit Data Checklist		
<input type="checkbox"/> Focus Questions	<input type="checkbox"/> Guidance Support	<input type="checkbox"/> Career/Technical Certifications
<input type="checkbox"/> Background Information	<input type="checkbox"/> Graduation and Attendance Data	<input type="checkbox"/> Enrollment by Grade
<input type="checkbox"/> State Assessment Results	<input type="checkbox"/> Drop-Out Statistics	<input type="checkbox"/> Instructor and Program Certifications
<input type="checkbox"/> School Report Card	<input type="checkbox"/> Postsecondary Opportunities	<input type="checkbox"/> Postsecondary Success/Follow-up
<input type="checkbox"/> <i>HSTW</i> Assessment Report	<input type="checkbox"/> CTSO Participation	<input type="checkbox"/> Business/Industry Partners

Focus Questions for the Visit

Directions: Answer the following five focus questions using your recent school data reports. You may use the space available or expand the sections as needed.

1. What steps have your center taken to ensure that all career/technical programs meet industry standards and provide industry certification and/or credentials for program completers?

2. What actions have your center taken to improve program completion rates over the past three to five years? Provide a summary of completion and dropout statistics for the past three years.

3. List and describe the career/technical programs that are available on your campus. How are students exposed to these opportunities? What courses/services are available for ninth and tenth graders to support their interest in pursuing a career pathway related to one of your career/technical programs of studies?

4. Describe any professional development sessions or activities that have been provided to support your career/technical teachers to integrate academic content within their programs.

5. Describe actions taken by faculty members to influence the academic course-taking patterns at the students' home high schools.

Site Background Information for the TCTW Technical Assistance Visit

Please complete the following information and e-mail/mail to your TAV Leader at least one week before your visit.

Tech Center Name			
Contact/Title			
Phone #		Email	
Alternative Phone #		Fax #	

Background: (Complete the information requested for your school as indicated in the parenthesis.)

(Name of center) (Initials of center) is a (rural, urban, suburban) career-technical center located in (list area and state). (Initials of school) joined (*TCTW*) network in (year) and administered the (*TCTW*) Assessment in (year/years). (Name of center) serves (number) of sending high schools and they are (list high schools).

Current enrollment at (Initials of center) is approximately (number of high school students) students in grades (number) through (number). The student population is (number) percent (largest ethnic group), (number) percent (second largest ethnic group), (number) percent (third largest ethnic group), and (number) percent other. (Number) percent of (Initials of center) students receive free or reduced lunches and (number) percent are special needs.

(Initials of center) has a faculty of (number) of full time teachers with an average of (number) years experience. (Number) percent of the teaching staff meet or exceed the state definition of highly qualified and (number) percent meet or exceed the federal definition of highly qualified. About (number) percent of the faculty holds advanced degrees.

(Initials of center) operates on a (number) (period day/block schedule/flexible schedule) of (number) minutes. [Add this sentence if needed: In addition, a (number) minute (homeroom/extra help/other) period is scheduled (daily/indicate day).] Altogether, high school students attend the center (number) minutes each day.

Table 1: Center Enrollment by Grade Level

Grade Level	2008-2009	2009-2010	2010-2011	2011-2012
9th Grade				
10th Grade				
11th Grade				
12th Grade				
Unclassified				
Adults (Full-time)				

ACHIEVEMENT DATA

First: TO THE EXTENT POSSIBLE, ATTACH COPIES OF THE MOST RECENT STATE REPORT CARD AND THE MOST RECENT STATE ASSESSMENT RESULTS

Second: To the extent possible, complete tables below (or attach document and indicate for each uncompleted chart where to find the data on the attachments)

**Table 2. (School Initials) Student Mean Scores, 2008 and 2010
High Schools That Work/Tech Centers That Work Assessment**

Mean Scores and Percentage of Students Meeting Performance Goals							
(School Name)					High-Performing Sites		
	Mean Score 2008	Mean Score 2010	Percentage of Students Meeting Goals 2008	Percentage of Students Meeting Goals 2010		Mean Score	Percentage of Students Meeting Goals
Reading			%	%	Reading		%
Mathematics					Mathematics		
Science					Science		

Source: 2008 HSTW/TCTW Assessment Report

Table 3. 2008-2010 (Initials) Percentage of Students Scoring at Various Proficiency Levels

Proficiency Level	(INITIALS) 2008	(INITIALS) 2010	2010 White Students	2010 (Largest Subgroup) Students	High-Performing Sites 2010
READING ACHIEVEMENT					
Below Basic	%	%	%	%	%
Basic (262-287)					
Proficient (288-316)					
Advanced (317-500)					
MATHEMATICS ACHIEVEMENT					
Below Basic					
Basic (297-327)					
Proficient (328-348)					
Advanced (349-500)					
SCIENCE ACHIEVEMENT					
Below Basic					
Basic (299-325)					
Proficient (326-351)					
Advanced (352-500)					

Source: 2008/2010 HSTW/TCTW Assessment Report

Table 3. Comparison of *HSTW/TCTW* -Recommended Program of Study and (INITIALS) and/or Sending Schools' Core Requirements

Item	Standard Diploma	(Honors/Advanced) Diploma	College Entrance Requirements	<i>HSTW</i> Recommended
Total Credits				
English				4 CP
Math				4: Algebra I, geometry, Algebra II and a higher-level mathematics course
Science				4 CP to include at least one selected from chemistry, physics or anatomy and physiology
Social Studies				4 CP
Additional Credits				4: Academic or Career Concentration

Source: (Initials) or High School Course Catalog(s)

Table 4. *HSTW/TCTW* Core vs. Non-Core Mean Achievement Scores

	Percentage of Students	Reading Mean Score	Mathematics Mean Score	Science Mean Score
Fully Completed (All Subject Areas)	%			
Partially Completed (2 or 3 Subject Areas)				
Did Not Complete (No Subject Areas)				

Source: 2008 *HSTW/TCTW* Assessment Report

Table 5. Student Responses about Guidance Support for Program Planning, 2010 *HSTW* Assessment

Indicator:	Percent
I have NEVER been encouraged by counselors or teachers to take more challenging mathematics courses	%
I have NEVER been encouraged by counselors or teachers to take more challenging Science courses	
I have NEVER been encouraged by counselors or teachers to take more challenging English courses	

Source: 2008 *HSTW/TCTW* Assessment Report

Table 6. Graduation and Attendance Data

	2009-10	2010-11	2011-12
Center Attendance Rate	%	%	%
District Attendance Rate			
State Attendance Rate			
Center Graduation Rate			
District Graduation Rate			
State Graduation Rate			

Source: (Initials) Report Card

Table 7. (Initials) Drop-Out Statistics

Year	Number of Drop-Outs
2010-2011	
2009-2010	
2008-2009	
2007-2008	

Source: (Initials) Site-Based Data

Table 8. (Initials) Postsecondary Opportunities

Postsecondary Opportunity (List Postsecondary Institution and Course Name)	Number of Students Participating	Number of Students Earning Postsecondary Credits

Table 9. Opportunities for Career-Tech Student Organization Participation

Name of CTSO	Number of Students Participating

Highlight the state or national industry certifications that students may earn by program area.

Table 10. Summary of Career/Technical Certifications

State or National Certifications/ Licenses			
Name of Pathway	Number of Students Completing the Pathway	Number of Students Attempting the Certification/License Exam	Number of Students Attaining Certification/License

