

HIGH QUALITY AND EXCELLENT PROGRAMS RUBRIC _____ year

Program _____ Teacher _____

School District _____ Contact Telephone Number _____

Place a check mark next to the criterion that best fits the program. Documentation for each criterion must be submitted to support checks. There should only be one check per row. All programs must meet the starred criteria on an annual basis.

1.0 PROGRAM DELIVERY AND FACILITIES			
√	High Quality	√	Excellence
★	1.1 ADE Program Approval	★	1.1 ADE Program Approval
	1.2 Classroom/labs have specialized equipment beyond ADE recommendations.		1.2 Classroom/labs replicate the related workplace environment and have specialized equipment
	1.3 Facilities allow for multiple activities.		1.3 State of the Art Facilities
	1.4 Classroom/labs have up-to-date computers and peripheral equipment.		1.4 CAI and/or VCDL are used to enhance/provide instruction.
	1.5 All program courses required by ADE are offered and have enrollment each year.		1.5 An additional course or cooperative education or internship is offered in addition to ADE required courses related to the program is offered each year
	1.6 The final course in the coherent sequence is either a lab or cooperative education course.		1.6 Curriculum is delivered in a non-traditional manner such as blocked classes, career pathway, VCDL, etc.
	1.7 Course prerequisites and the coherent sequence have been developed and listed in the course catalog.		1.7 All student complete prerequisites before enrolling in a coherent sequence of instruction.
	1.8 Applicable safety standards are maintained and students successfully complete safety instruction.		1.8 An outside agency evaluates facilities for safety compliance and students follow the same safety practices and procedures as required by industry.
★	1.9 A plan for the program is in place and includes a vision, a mission, goals and objectives.	★	1.9 The plan's goals and objectives are being carried out as measured by advisory committee action each year.

2.0 CURRICULUM AND INSTRUCTION			
√	High Quality	√	Excellence
	2.1 Lesson plans reflect integrated academic instruction.		2.1 All related academic skills are taught and student proficiency is documented.
	2.2 The syllabi are fully-developed and allow for students to participate in work-related activities		2.2 The syllabi are fully-developed and allow for students to participate in work-related activities.
★	2.3 All syllabi are approved by WAVE and reviewed by the program's advisory committee	★	2.3 All syllabi are approved by WAVE and reviewed by the program's advisory committee
	2.4 Students have multiple opportunities to acquire job acquisition and "soft skills"		2.4 Students who successfully complete the program are fully competent to acquire and maintain jobs.

3.0 PROGRAM SUPPORT			
√	High Quality	√	Excellence
★	3.1 Program uses an advisory committee formed specifically for the program area with at least two advisory committee meetings annually	★	3.1 Program uses a fully-committed advisory committee involved in all aspects of program planning and delivery with three or more advisory committee meetings annually.
	3.2 Full-time CTE Director/Supervisor who supports the program's teacher improve quality		3.2 CTE Director/Supervisor takes an active and supporting role in CTE program improvement.
★	3.3 Fully- Functional CTSO with students participating in regional or state leadership contests	★	3.3 Fully- Functional CTSO with students placing in state or national contests.
★	3.4 A student satisfaction survey is completed in all courses on an annual basis.	★	3.4 A student and parent satisfaction survey is completed for all courses on an annual basis.

4.0 WORKPLACE READINESS			
√	High Quality	√	Excellence
	4.1 Students demonstrate proficiency in all career and work-place readiness skills as defined by ADE program standards.		4.1 Students have complete documentation of career and work-place readiness skills as defined by ADE program standards. (Portfolios, etc.)
	4.2 Students are provided with placement assistance.		4.2 Students are provided with placement assistance and formal transition services are provided.
	⊗4.3 A percentage of students complete ADE proficiency assessments or obtain a certificate of completion showing all ADE standards mastered.		⊗4.3 A percentage of students complete ADE proficiency assessments or obtain a certificate of completion showing all ADE standards mastered.
	⊗4.4 There is an annual increase in the number of program completers continuing their education and/or work in an area directly related to their CTE program		⊗4.4 The majority of program completers continue their education and/or work in an area directly related to their CTE program
	4.5 Students complete at least two community-service/ school-based/work-based learning activities.		4.5 Students perform three or more of fully-integrated community-service/school-based/work-based learning activities.
	4.6 Two or more partnership functions are held annually to provide program and curricular support.		4.6 Students receive direct support through three or more functions with established business and industry partnerships.

⊗ Percentages will be determined from ADE testing system

⊗ Placement goals to be established on an annual basis.

5.0 TEACHING STAFF			
√	High Quality	√	Excellence
	5.1 CTE Certified Teacher working toward advanced degrees, licenses, or certificates		5.1 Teacher holds advanced degrees/licenses/certification
	5.2 Teacher participates in 30 hours of professional development outside all-district PD on an annual basis and/or attends a Summer Institute		5.2 Teacher participates in 45 or more hours of professional development outside all-district PD on an annual basis and/or attends a Summer Institute
	5.3 Teacher demonstrates new teaching strategies and innovative practices		5.3 Teacher demonstrates project-based, student centered-learning pedagogy
	5.4 Teacher meets all of the local district's professional performance goals (Annual Evaluation)		5.4 Teacher exceeds local district's professional performance goals. (Annual Evaluation)

COMPILATION OF DATA

		Required Criteria	High Quality Pts	Excellence Pts
Program Delivery and Facilities	9	2		
Curriculum and Instruction	4	1		
Program Support	4	3		
Workplace Readiness	6	-		
Teaching Staff	4	-		
Total Points for each column	27	6		

26-27 If the program successfully meets 26 to 27 of the for the *High Quality* criteria, including the 6 required criteria, it meets program level and is eligible for WAVE Funding.

24-25 If the program successfully meets 24 to 25 of the for the *Excellence* criteria, including the 6 required criteria, it meets program level and is eligible for WAVE Funding.

22-23 If the program successfully meets 22 or 23 of the criteria, including the 6 required criteria, it meets provisional status and has one more year of WAVE Funding.

0-21 If the program meets less than 22 of the criteria, it is no longer eligible for WAVE funding for the next fiscal year, but can resubmit the following year.