DISTRICT COOPERATIVE AGREEMENT WITH FCSS DS CTE CREDENTIAL PROGRAM Year Two

Site Administrator understands that their knowledge, attitudes, and actions are critical to the success of an effective CTE Teacher. To create and nurture the positive climate necessary for this success, each Site Administrator shall have certain responsibilities for facilitating the successful implementation and operation of the DS CTE Credential Program, which responsibilities include but are not limited to the following:

1. Assign a Site Supervising Administrator to fulfill Year-Two district requirements.
2. Meet with FCSS CTE Credential Program Staff responsible for implementing DS CTE Credential Program ("Program Staff") and attend periodic informational meetings.
3. Keep informed about the activities and requirements of the DS CTE Credential Program by reviewing written program materials and communicating with the Credential Program Staff as necessary. Participating Teachers ("PTs") must be completed within two years or three years if progress is not adequate after the first two years) Failure to meet requirements promptly and consistently within two years may result in an extended program for the Participating Teacher. When a Participating Teacher is required to extend the program, the School shall be responsible for guiding the teacher with FCSS oversight.
4. Select fully credentialed teachers with a minimum of three years of exemplary teaching experience to work as Site CTE Mentors **("Mentors")** who will meet regularly for a minimum of once month with PTs to provide the PT with on-going assistance, instructional support, and guidance.
5. Assign one PT (two maximum) to each Mentor unless the Mentor is on full or part-time release.
6. Provide input into the PTs Professional Growth Plan, based on needs determined by PT and provide opportunities for professional growth.
7. Monitor and be involved in PTs progress.
8. Understand that the School must provide and cover the costs of substitutes for the School's PTs and Site Mentors, pay any stipends for Site Mentors (if School elects to pay such stipends), and provide release time for meetings when necessary.
9. Understand and agree that the activities of the Program Staff and Site Mentor cannot play any part in the formal evaluation process of any PT.
10. Respect and maintain the confidentiality between each PT and each Mentor.

11-7-23

Site Supervisor Date

11/7/23

FCSS CTE Credential Program Director Date