Rate your CTE Advisory Committee

Scale 1–5

5
Full Implementation – Exceeds Expectations

4
High Implementation – Adequately Developed and Supported

3
Moderate Implementation – Minimally Developed and Supported

2
Limited Implementation – Lack of Participation

1
Not Implementing
Roles of the Advisory Committee

- Advise
- Assist
- Advocate
Who to Select…

- CTE Teachers
- Business/Industry Partners
- Post–Secondary Partners
- Parents
- Current Students
- Former Students
Develop Sub-Committees

• Identified our Career Clusters
  (Grouped similar clusters together)

• Ask CTE teachers to supply partners and contact information

• Identified Sub-Committee Leaders

• Make direct contact with members to invite them to the meeting

All members are important!
Use Templates to Collect Information

Develop templates that will help you collect the information you need.

**Do:**
- ✓ Develop Forms:
  - ✓ Sign-In Sheet
  - ✓ Notes Page
  - ✓ Next Year’s Program Goals
  - ✓ Wish List by Program Area
- ✓ Send a “Thank you” e-mail to all of your partners
- ✓ Encourage all participants to complete your CTE Program Evaluation

**Don’t:**
- × Forget to use the program goals and wish list items when developing next year’s budget
- × Forget to invite your business/industry partners to judge your student projects
- × Forget to invite your post-secondary partners to present to your teachers about the programs they offer

Send me an e-mail if you want me to share my templates:  ynava@sharylandisd.org