

**2003 CTE Professional Development Institute
August 3-6
Hotel Roanoke and Conference Center**

Application Deadline: May 7, 2003

Verification for Recertification Points

A certificate will be provided to workshop presenters verifying 15 points per topic presentation. It is the responsibility of the presenter to obtain prior approval from local administrators as appropriate.

Types of Sessions: The following types of sessions are planned:

- ¥ **Sharing.** Presentations about best practices. Prepare for two 45-minute sessions to be scheduled Monday or Tuesday mornings/afternoons and/or Wednesday morning.
- ¥ **Show and Tell.** Demonstrate successful practices. Prepare for two 90-minute sessions to be scheduled on Monday or Tuesday mornings/afternoons and/or Wednesday morning. (Includes Focused Panel Discussions)
- ¥ **Workshop.** Present, demonstrate, and engage participants in successful practices. These three-hour sessions are scheduled on Monday and/or Tuesday mornings/afternoons.

Handouts: Handouts are the responsibility of presenter(s). To help anticipate handout quantity, presenters will be notified of their meeting room's capacity and dates of presentations by June 13, 2003.

Topics: Presentations must address the theme, *Connecting Education and Careers*, and emphasize one or more of the following content strands:

Content Strands:

- | | |
|-----------------------------------|--|
| ¥ Student Placement | ¥ State-of-the-Art CTE Programs and Techniques |
| ¥ Distance Learning | ¥ Use of Technology |
| ¥ Parental Involvement | ¥ Integration of Academic and Career and Technical Education |
| ¥ Career Guidance | ¥ Student Internship and Mentoring Programs |
| ¥ Instructional Methods | ¥ Informed Career Decision-Making |
| ¥ Industry Certifications | ¥ Needs, Expectations, and Methods of Industry |
| ¥ Business/Community Partnerships | ¥ Transition from High School to College or to a Career |
| ¥ Teacher Collaboration | ¥ Articulation and Dual Enrollment |
| ¥ Curriculum Development | ¥ Tech Prep |
| ¥ Student Motivation and Learning | |
| ¥ Extra Help for Students | |
| ¥ Problem-Based Learning | |

Presentation Application

2003 CTE Professional Development Institute

Hotel Roanoke & Conference Center ¥ Roanoke, Virginia ¥ August 3-6, 2003

Career and Technical educators from middle and high schools, technical centers, central offices, and those educators participating in High Schools That Work and Tech Prep are invited to present best practice topics that emphasize one or more content strands and are related to the theme, *Connecting Education and Careers*.

PRESENTATION APPLICATION

Deadline: May 7, 2003

Available on Internet: <http://www.pen.k12.va.us/VDOE/Instruction/CTE>

Name of Presenter(s)

Title

Lead Presenter (Main Contact)

Name _____ School Phone _____

(School Division/School, Community College, University)

Summer Contact Information for Lead Presenter

Address _____

City _____

State _____

Zip _____

Phone () _____ FAX () _____ E-mail _____

Title of Presentation (as you would like it in the program) Make sure your title is descriptive of your presentation content.

Description to appear in the program (50 words, maximum; subject to editing)

List the Content Strand(s) emphasized in the presentation.

Type of Presentation

45-minute Sharing Session (2 sessions)

3-hour Workshop (2 sessions)

90-minute Show and Tell (2 sessions)

Audiovisual Equipment Needed (Computer must be provided by presenter)

Screen

Overhead Projector

VCR/Monitor

Slide Projector

SVGA Projector (for PowerPoint Presentation)

Other _____

Room Set-Up Preference

Theater Style (Rows of Chairs)

Banquet Style (Round Tables & Chairs)

Classroom Style (Tables & Chairs)

Please return the completed Presentation Application by May 7, 2003, to

Roy A. Carter, Specialist for Program Improvement

Virginia Department of Education ¥ P.O. Box 2120 ¥ Richmond, VA 23218-2120

Telephone: (804) 225-3370 ¥ FAX: (804) 371-2456 ¥ E-mail: rcarter@pen.k12.va.us

You will be notified of presentation status by June 13, 2003, at the summer address you provided.