

DEPARTMENT OF EDUCATION
P. O. BOX 2120
Richmond, Virginia 23218-2120

CAREER AND TECHNICAL EDUCATION MEMO NO. 042-13

DATE: March 8, 2013

TO: CTE Administrators

FROM: Lolita B. Hall, Director
Office of Career and Technical Education Services

SUBJECT: **Spotlight on Student Success Stories in Career and Technical Education (CTE) Programs**

As part of the branding effort of CTE in Virginia, teachers are invited to submit student success stories and photographs of best practices in CTE programs and special initiatives. A brief description of the best practice success stories and photographs will be spotlighted on the Virginia Department of Education (VDOE) Web site.

Categories for student spotlights may include:

- One of the 16 Career Clusters, or 79 Career Pathways, or specific CTE course
- Microsoft IT Academy
- Governor's STEM Academy
- Governor's Health Sciences Academy
- Other (Specify)

The photograph(s) and related information will become the property of the VDOE and may be used on the Web site with other education initiatives.

The attached *CTE Student Success Story Spotlight Form* must be completed and submitted with a brief description of each success story and accompanying photograph(s) to properly identify the division, school, and specific category. The attached *Student Photograph Release Form* must be completed for **each** student shown in photographs submitted to the VDOE. Student group photographs should be action-oriented, taken at close range, and feature diversity in ethnicity and gender. All photographs, whether group or individual, should focus on students engaging in hands-on learning activities. Please forward this information and attachments to CTE teachers.

If you have any questions, please contact Joseph Wharff, specialist for school counseling career connections, Office of Career and Technical Education at (804) 225-3370.

Please return the attached spotlight form, the photograph release consent form, and photograph(s) in .jpg format by e-mail to Joseph Wharff at cte@doe.virginia.gov by **April 15, 2013**. Following this initial deadline request, CTE spotlight submissions will be accepted on an ongoing basis.

LBH/jts

Attachments