

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

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www.kpbsd.k12.ak.us

SCHOOL BOARD COMMUNICATION

Title: New CTE Courses

Date: July 30, 2012

**Item
Number:**

Worksession
& 11a.(5)

Administrator: John O'Brien, Director of Secondary Education & Student Activities *John O'Brien*

Doris Cannon, Director of Elementary Education *Doris Cannon*

through Sean Dusek, Assistant Superintendent *Sean Dusek*

Attachments: NEW CTE Curriculum 2012-13

Action Needed For Discussion Information Other: _____

BACKGROUND INFORMATION

Additional Career & Technical courses have been developed and need approval for implementation in school year 2012-13. This document is presented for both review at the worksession and approval at the meeting.

ADMINISTRATIVE RECOMMENDATION

District Administration recommends approval of these courses.

New CTE Curriculum

2012-2013

Kenai Peninsula Borough School District

	Professional Repairs ; Emergency Repairs and Procedures ; Standard Repair Procedures ; Estimating and Cost Analysis; Career Exploration ; Encourage Career and Technical Student Organization (CTSO) Involvement
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Summative Assessments and Standards

Technical Skills Assessment	
Course addresses Alaska GLEs	
Course addresses Employability Standards	
Course addresses Cultural Standards	
Course addresses All Aspects of Industry (AAI)	

Career & Technical Student Organization (CTSO)

CTSO associated with this course	Skills USA
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	N
Date of Current Agreement	
Postsecondary Institution Name	
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ben Eveland
Course adapted from	Matanuska Susitna Borough School District, John Egan, Rob Wissler, Jack Simpson, Ed Clausen
Date of last course revision	April 13,, 2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	N
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	
Issuing body/organization/agency	

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Demonstrate safe laboratory techniques and handling of hazardous materials.	V701 C5.12		A6	B1	Hlth/Safety	AK EED Safety Manual, SP2.org
Select and safely operate appropriate hand tool, power tools, and related equipment.	ONET .26		A6	B4	Tech/Prod	AK EED Safety Manual, SP2.org
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizationally defined expectations in shop operation.	EIA I.A.01 I.A.04		A1	B3	Wk Habits	SkillsUSA/ NATEF
Know the basic function and operation of the major automotive systems.	All	R-4			Tech/Prod Prin Tech	AYES/ NATEF

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Estimate time and cost for a repair job.		MB-1 MD-1			Planning Finance	AYES/ NATEF
Follow EPA and OSHA regulations.			B-4		Hlth/Safety	AYES/ NATEF
Demonstrate skills required for scheduled and preventive maintenance.	All	MB-1 R-4			Tech/Prod Wk Habits	AYES/ NATEF
Identify and Investigate career opportunities and duties of an automotive technician.	LS L-3	EB2, ME1	E.A-C A-1, B-2 EA HB1	B-C	All	AKCIS/ SkillsUSA

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Recommended Text: Automotive Technology Curriculum Modules, Instructional Materials Laboratory, University of Missouri-Columbia

Resources: AK EED Safety Manual: <http://www.eed.state.ak.us/tls/CTE/docs/resources/safetymanual.pdf>
 SkillsUSA <http://www.skillsusa.org/contests.html>
 AKCIS - Alaska Career Information System Information www.akcis.org
 ASE - National Institute for Automotive Service Excellence: <http://www.asecert.org>

CTE Course Description and Standards Crosswalk

- The information on page 1 must be entered directly into the EED CTE Web Portal (log in at <https://www.eed.state.ak.us/tls/cte/perkins> with your district credentials)
- Then this entire form can be submitted by using the “Click here Provide Supporting Documentation” link on the Web Portal, or by emailing it to ctegrants@alaska.gov.

Basic CTE Course Information

Course Information	
Course Name	Automotive Service Tech 1
Course Number	
Number of High School Credits	1
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Power Mechanics 1, Power Mechanics 2, Introduction to Auto, Automotive Service Tech 2, Automotive Service Tech 3, Automotive Service Tech 4
Occupational Standards	
Source of Occupational Standards	NATEF, NSSB, V-Tecs
Names/Numbers of Occupational Standards	NATEF
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Automotive Service Technician 1 covers troubleshooting, maintenance, and light duty repair of the brakes, steering and suspension, and the electrical/electronic systems of automobiles. This course is designed to teach the student skills necessary for future employment in the automotive field. Instruction includes career exploration, SkillsUSA, and industry visits. A student successful in this course will be able to use technical skills learned in this course to help qualify for nationally recognized ASE (Automotive Service Excellence) certification.
Instructional Topic Headings (please separate each heading by a semi-colon)	Personal and Equipment Safety in The Lab; Identification, Use and Care of Tools and Equipment; Investigate Career Opportunities in The Automotive Field; General Brake System Diagnosis and Repair; General Suspension/ Steering System Diagnosis and Repair; General Electrical System Diagnosis and Repair; General Engine Performance Diagnosis and Repair;

	Encourage Career and Technical Student Organization (CTSO) Involvement;
Summative Assessments and Standards	
Technical Skills Assessment	National Automotive Technician Education Foundation, National Institute for Automotive Service Excellence,
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Yes, Institute for Workforce Education
Career & Technical Student Organization (CTSO)	
CTSO associated with this course	SkillsUSA
Tech Prep	
Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA, UAA-Kenai
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ben Eveland,
Course adapted from	Mat-Su School District, Original Authors John Egan, Rob Wissler, Ed Clausen, Jack Simpson (MatSu)
Date of last course revision	3-4-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	N
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	ASE Certification
Issuing body/organization/agency	National Institute for Automotive Service Excellence

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Demonstrate safe laboratory techniques and handling of hazardous materials.	V701 C5.12		A6	B1	Hlth/Safety	AK EED Safety Manual, SP2.org
Select and operate appropriate hand tools, power tools, and related equipment.	ONET .26		A6	B4	Tech/Prod	AK EED Safety Manual, SP2.org
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizationally defined expectations.	EIA I.A.01 I.A.04		A1	B3	Wk Habits	SkillsUSA
Identify and investigate career opportunities and duties of an automotive technician.	ASE NATEF	LA M.Conn S.B	B	B C	ALL	Skills-USA AKCIS

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Diagnose hydraulic brake systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-5 Brakes
Inspect master cylinder and hydraulic lines of the system.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Inspect, test and replace switches, valves, and control devices.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Bleed and flush brake cylinders, master cylinder and hydraulic lines.	ASE NATEF	R; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Diagnose drum brake systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-5 Brakes
Remove, clean, and inspect drum brake assemblies.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Repair, replace, and adjust drum brake assemblies.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Diagnose disc brake systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-5 Brakes
Remove, clean, and inspect disc brake components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes

Diagnose steering systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-4 Susp & Steering
Clean and inspect power and manual steering gear boxes.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Clean, remove, and inspect steering linkage components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Diagnose front suspension systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Inspect and replace front and rear shock absorbers and stabilizer assemblies.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Repair, replace, and adjust wheel bearings.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Diagnose steering and tire wear problems, and determine necessary action.	ASE NATEF	M.Conn M.F; M.G; M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Dismount, inspect, repair and mount tire and wheel assemblies.	ASE NATEF	M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Rotate and balance wheel assemblies.	ASE NATEF	M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Solve electrical problems using Ohm's Law.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Identify common electrical circuit components.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Check electrical systems for shorts, opens, and grounds.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Measure resistance in electrical circuits using an ohmmeter.	ASE	M.Conn	A		Hlth/Safety	ASE

	NATEF	M.M; M.P; R;S			Prin Tech Tech/Prod	A-6 Electronics
Measure voltage with a voltmeter or oscilloscope.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Measure current with an ammeter.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Clean and inspect battery clamps, cables and connectors and perform battery condition tests.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Charge and install a battery.	ASE NATEF	M.Conn M.M; S; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Jump start a vehicle.	ASE NATEF	M.Conn M.M; S; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Recommended Text: Modern Automotive Technology, By James E. Duffy, The Goodheart-Willcox Company, Inc. 2000.
Automotive Technology Curriculum Modules, Instructional Materials Laboratory, University of Missouri-Columbia, 1997.

Resources: AK EED Safety Manual: <http://www.eed.state.ak.us/tls/CTE/docs/resources/safetymanual.pdf>
 SkillsUSA: <http://www.skillsusa.org/contests.html>
 AKCIS - Alaska Career Information System Information: www.akcis.org
 ASE - National Institute for Automotive Service Excellence: <http://www.asecert.org>

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Basic CTE Course Information

Course Information	
Course Name	Automotive Service Tech 2
Course Number	
Number of High School Credits	1
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	
Occupational Standards	
Source of Occupational Standards	National Institute of Automotive Service Excellence. National Automotive Technician Education Foundation,
Names/Numbers of Occupational Standards	ASE and NATEF
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Automotive Service Technician 2 covers in depth training of the student in troubleshooting, maintaining, and repair of advanced automotivelectrical/electronic and engine performance of automobiles. This course is designed to teach the student advanced skills necessary for future employment in the automotive field. Instruction includes career exploration, SkillsUSA, and industry visits. A student successful in this course will be able to use technical skills learned in this course to help qualify for nationally recognized ASE (Automotive Service Excellence) certification.
Instructional Topic Headings (please separate each heading by a semi-colon)	Personal and Equipment Safety in The Lab; Identification, Use and Care of Tools and Equipment; General Electrical System Diagnosis; Battery Diagnosis and Service; Starting System Diagnosis and Repair; Charging System Diagnosis and Repair; Lighting System Diagnosis and Repair;

	Ignition Systems Diagnosis and Repair; Fuel Systems Diagnosis and Repair; Engine Cooling System Inspection; Encourage Career and Technical Student Organization (CTSO) Involvement; Investigate Career Opportunities in The Automotive Field;
Summative Assessments and Standards	
Technical Skills Assessment	National Institute for Automotive Service Excellence, National Automotive Technician Education Foundation
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y
Career & Technical Student Organization (CTSO)	
CTSO associated with this course	SkillsUSA
Tech Prep	
Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA, UAA-Kenai
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ben Eveland
Course adapted from	MatSu School District-John Egan, Rob Wissler, Jack Simpson, Ed Clausen
Date of last course revision	3-4-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	N
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	ASE Certs, NATEF
Issuing body/organization/agency	National Institute of Automotive Service Excellence.

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Demonstrate safe laboratory techniques and handling of hazardous materials.	V701 C5.12		A6	B1	Hlth/Safety	AK EED Safety Manual, SP2.org
Select and operate appropriate hand tools power tools, and related equipment.	ONET .26		A6	B4	Tech/Prod	AK EED Safety Manual, SP2.org
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizationally defined expectations.	EIA I.A.01 I.A.04		A1	B3	Wk Habits	SkillsUSA
Check problems in electrical systems using a test light, voltmeter, oscilloscope and wiring schematic.	ASE NATEF	M.Conn M.F; M.G; M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Check electrical systems for shorts, opens, and grounds.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Charge and install a battery.	ASE NATEF	M.Conn M.M; S; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose starting systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Jump start a vehicle.	ASE NATEF	M.Conn M.M; S; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Remove, clean, and inspect alternator and determine necessary action	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace charging system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Remove, clean, and inspect starters, and determine necessary action..	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace starting system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair lighting systems.	ASE NATEF	M.M; S; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace lights, sockets, wires and switches.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Conduct engine performance tests using engine analyzers and determine necessary action.	ASE NATEF	M.Conn M.F; M.G; M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Perform on-board computer system diagnosis.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, repair, and replace primary ignition components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Inspect, repair, and replace secondary ignition components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Adjust ignition system to manufacturer's specifications.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, clean, and replace spark timing controllers.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Test and diagnose engine compression and determine necessary action.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Diagnose fuel system problems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, repair or replace faulty fuel supply components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Disassemble, clean, and inspect carburetors.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Reassemble, and adjust carburetors.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Disassemble, clean, and inspect fuel injection system components.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Repair or replace fuel injection system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Diagnose emission control systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Diagnose and repair exhaust system problems.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, clean, and replace positive crankcase ventilation system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Inspect, clean, and replace air management system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, clean, and replace inlet air temperature control system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect, clean, and replace intake manifold heat controls.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Inspect and test service engine cooling system components and determine necessary action.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.
Drain, flush and pressure test the cooling system.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf.

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Recommended Text: Modern Automotive Technology, By James E. Duffy, The Goodheart-Willcox Company, Inc. 2000.
Automotive Technology Curriculum Modules, Instructional Materials Laboratory, University of Missouri-Columbia, 1997.

Resources: AK EED Safety Manual: <http://www.eed.state.ak.us/tls/CTE/docs/resources/safetymanual.pdf>
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Basic CTE Course Information

Course Information	
Course Name	Automotive Service Tech 3
Course Number	
Number of High School Credits	1
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	
Occupational Standards	
Source of Occupational Standards	National Automotive Technician Education Foundation, http://www.natef.org National Institute for Automotive Service Excellence, http://www.asecert.org
Names/Numbers of Occupational Standards	ASE Certs
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Automotive Service Technician 3 covers training in the diagnosis, repair, and maintenance of braking systems, steering and suspension systems of automobiles. This course is designed to teach the student advanced skills necessary for future employment in the automotive field. Instruction includes career exploration, SkillsUSA, and industry visits. A student successful in this course will be able to use technical skills learned in this course to help qualify for nationally recognized ASE (Automotive Service Excellence) certification.
Instructional Topic Headings (please separate each heading by a semi-colon)	Starting System Diagnosis and Repair; Charging System Diagnosis and Repair; Lighting System Diagnosis and Repair; Steering Systems; Front Suspension Diagnosis And Repair; Rear Suspension Diagnosis And Repair;

Tire And Wheel Alignment Diagnosis And Repair;
 Encourage Career and Technical Student Organization (CTSO) Involvement;
 Personal and Equipment Safety in The Lab;
 Identification, Use and Care of Tools and Equipment;
 Investigate Career Opportunities in the Automotive Field;
 General Hydraulic Brake System Diagnosis and Repair;
 Drum Brake System Diagnosis and Repair;
 Disc Brake System Diagnosis and Repair;
 Power Assist Brake System Diagnosis and Repair;
 Anti-lock Brake System Diagnosis and Repair;

Summative Assessments and Standards

Technical Skills Assessment	National Institute for Automotive Service Excellence
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y

Career & Technical Student Organization (CTSO)

CTSO associated with this course	SkillsUSA
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA, UAA-Kenai
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ben Eveland,
Course adapted from	MatSu School District Authors John Egan, Rob Wissler, Ed Clausen, Jack Simpson (MatSu)
Date of last course revision	3-19-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	N
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	ASE Certification. National Automotive Technician Education Foundation,
Issuing body/organization/agency	National Institute for Automotive Service Excellence. National Automotive Technician Education Foundation,

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Demonstrate safe laboratory techniques and handling of hazardous materials.	V701 C5.12	M.A; R; W;S.B	A	B	Hlth/Safety	AK EED Safety Manual, SP2.org
Select and operate appropriate hand tools, power tools, and related equipment.	ONET .26	M.Conn M.M; M.P; R; S.B; W	A	B	Tech/Prod	AK EED Safety Manual, SP2.org
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizationally defined expectations.	EIA I.A.01 I.A.04	M.Conn M.E; R; S.B; W	A B	B	ALL	SkillsUSA

Identify and Investigate career opportunities and duties of an automotive technician.	ASE NATEF	LA M.Conn S.B	A B	B C	ALL	SkillsUSA AKCIS
Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Diagnose hydraulic brake systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-5 Brakes
Inspect and repair or replace master cylinders, wheel cylinders, and hydraulic lines of the system.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Inspect, test and replace switches, valves, and control devices.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Repair, replace, and adjust disc brake components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech	ASE A-5 Brakes
Diagnose power assist brake systems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-5 Brakes
Remove, clean, and inspect power brake components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Repair, replace, and adjust power brake components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Remove, clean, and inspect hydro-boost components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Repair, replace, and adjust hydro-boost components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Check operation of anti-lock braking systems.	ASE NATEF	M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes
Adjust or repair anti-lock brake components to manufacturer's specifications.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-5 Brakes

Diagnose steering and suspension problems and determine necessary action.	ASE NATEF	R; S.B; W	A		Tech/Prod	ASE A-4 Susp & Steering
Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Clean, remove, and inspect and replace steering linkage components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Clean and inspect power and manual steering gear boxes.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Repair, replace, and adjust wheel spindles and bearings.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Diagnose conventional and electronic rear suspension systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Inspect and replace rear shock absorbers and spring assemblies.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Inspect, assemble, and replace rear MacPherson strut assemblies.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Inspect and repair suspension linkages and bushings.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Diagnose steering and tire wear problems, and determine necessary action.	ASE NATEF	M.Conn M.F; M.G; M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering

Set correct alignment angles on front and rear wheels.	ASE NATEF	M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessments
Rotate and balance wheel assemblies.	ASE NATEF	M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-4 Susp & Steering
Diagnose starting systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Remove, clean, and inspect alternator and determine necessary action.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace internal alternator or generator components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace charging system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair lighting systems.		M.M; S; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Repair or replace lights, sockets, wires and switches.		M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Recommended Text: Modern Automotive Technology, By James E. Duffy, The Goodheart-Willcox Company, Inc. 2000
Automotive Technology Curriculum Modules, Instructional Materials Laboratory, University of Missouri-Columbia, 1997

Resources: AK EED Safety Manual: <http://www.eed.state.ak.us/tls/CTE/docs/resources/safetymanual.pdf>
SkillsUSA: <http://www.skillsusa.org/contests.html>

CTE Course Description and Standards Crosswalk

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Basic CTE Course Information

Course Information	
Course Name	Auto Service Tech 4
Course Number	
Number of High School Credits	1
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	
Occupational Standards	
Source of Occupational Standards	NATEF, NSSB, V-Tecs (SkillsUSA)
Names/Numbers of Occupational Standards	
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Automotive Service Technician 4 covers in depth training of the automotive electrical/electronic systems and computerized engine systems of automobiles. This course is designed to teach the student advanced skills necessary for future employment in the automotive field. Instruction includes career exploration, SkillsUSA, and industry visits. A student successful in this course will be able to use technical skills learned in this course to help qualify for nationally recognized ASE (Automotive Service Excellence) certification.
Instructional Topic Headings (please separate each heading by a semi-colon)	Personal and Equipment Safety in The Lab; Identification, Use and Care of Tools and Equipment; Investigate Career Opportunities in the Automotive Field; Lighting System Diagnosis and Repair; Gauges and Electrical Accessories; Automotive Safety and Restraint Systems; Carburetor and Fuel injection System Diagnosis and Repair; Exhaust System Diagnosis and Repair;

	Emission Control System Diagnosis and Repair; Encourage Career and Technical Student Organization (CTSO) Involvement;
Summative Assessments and Standards	
Technical Skills Assessment	National Institute for Automotive Service Excellence National Automotive Technician Education Foundation
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y
Career & Technical Student Organization (CTSO)	
CTSO associated with this course	SkillsUSA
Tech Prep	
Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA, UAA-Kenai
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ben Eveland
Course adapted from	MatSu School District-John Egan, Rob Wissler, Jack Simpson, Ed Clausen
Date of last course revision	3-4-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	ASE Certifications, National Automotive Technician Education Foundation (NATEF)
Issuing body/organization/agency	National Institute of Automotive Service Excellence, National Automotive Technician Education Foundation

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Demonstrate safe laboratory techniques and handling of hazardous materials.	V701 C5.12		A6	B1	Hlth/Safety	AK EED Safety Manual, SP2.org
Select and operate appropriate hand tools, power tools, and related equipment.	ONET .26		A6	B4	Tech/Prod	AK EED Safety Manual, SP2.org
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizationally defined expectations.	EIA I.A.01 I.A.04		A1	B3	Wk Habits	SkillsUSA
Diagnose and repair lighting systems.	ASE NATEF	M.M; S; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Repair or replace lights, sockets, wires and switches.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair gauge and warning circuits.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair electrical cooling circuits and components.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair electrical heating and defrosting components and related circuits.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Diagnose and repair automotive safety and restraint systems.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-6 Electronics
Conduct engine performance tests using engine analyzers and determine necessary action.	ASE NATEF	M.Conn M.F; M.G; M.M; M.P;	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Adjust ignition system to manufacturer's specifications.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Perform on-board computer system diagnosis.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Repair or replace on-board computer system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Diagnose fuel system problems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, repair or replace faulty fuel supply components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Disassemble, clean, and inspect carburetors.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Reassemble, and adjust carburetors.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Disassemble, clean, and inspect fuel injection system components.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Repair or replace fuel injection system components.	ASE NATEF	M.Conn M.M; M.P; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Adjust computer controlled carburetion and fuel injection systems.	ASE NATEF	M.Conn M.M; M.P; R;S	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Diagnose emission control systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Diagnose and repair exhaust system problems.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace positive crankcase ventilation system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech	ASE A-8
					Tech/Prod	Engine Perf
Inspect, clean, and replace spark timing controllers.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace idle speed controllers.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace exhaust gas re-circulation system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace air management system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Inspect, clean, and replace inlet air temperature control system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace intake manifold heat controls.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace fuel vapor control system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Diagnose engine control systems and determine necessary action.	ASE NATEF	M.M; S.B; W	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf
Inspect, clean, and replace engine control system components.	ASE NATEF	M.M; R	A		Hlth/Safety Prin Tech Tech/Prod	ASE A-8 Engine Perf

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Recommended Text: Modern Automotive Technology, By James E. Duffy, The Goodheart-Willcox Company, Inc. 2000
Automotive Technology Curriculum Modules, Instructional Materials Laboratory, University of Missouri-Columbia, 1997

Resources: AK EED Safety Manual: <http://www.eed.state.ak.us/tls/CTE/docs/resources/safetymanual.pdf>
 SkillsUSA: <http://www.skillsusa.org/contests.html>

ASE - National Institute for Automotive Service Excellence: <http://www.asecert.org>

CTE Course Description and Standards Crosswalk

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Basic CTE Course Information

Course Information	
Course Name	Essentials of Dentistry
Course Number	
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Health Sciences
Occupational Standards	
Source of Occupational Standards	Dental Assistant National Board (DANB)
Names/Numbers of Occupational Standards	DANB: Dental Assistant Trainee
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Provides foundations in general dentistry pertaining to dental assisting. Introduces basic dental procedures, safety, dental specialties, and dental anatomy.
Instructional Topic Headings (please separate each heading by a semi-colon)	Operations Safety; Introduction to Chairside Skills; Introduction to Dental Specialties; Ethics and Jurisprudence; Emergency Procedures; Dental Anatomy; Understanding Patient Behavior; Communication; The Special Patient
Summative Assessments and Standards	
Technical Skills Assessment	Y
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y
Career & Technical Student Organization (CTSO)	
CTSO associated with this course	HOSA

Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	No, currently pending with UAA
Date of Current Agreement	n/a
Postsecondary Institution Name	UAA
Postsecondary Course Name	Essentials of Dentistry
Postsecondary Course Number	DA A101
# of Postsecondary Credits	3

Additional CTE Course Information

Author	
Course developed by	Adopted with permission from UAA
Course adapted from	University of Alaska, Anchorage
Date of last course revision	2006
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	Articulation pending with University of Alaska, Anchorage for course #: DA A101 "Essentials of Dentistry"
Issuing body/organization/agency	UAA

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Describe common dental procedures and instruments.	DANB: Dental Assistant Trainee	R4.2	A10 D8 D9 D10	B4	Principles of Technology Technology Production Skills Labor	Homework assignments Written test Oral presentations
Describe specialty procedures as they relate to dentistry.	DANB: Dental Assistant Trainee	R4.2	A10 D8 D9 D10		Technology Production Skills	Homework assignments Written tests Oral presentations
Develop a plan for office emergencies.	DANB: Dental	W3.2, R3.5, R4.4	B1, B5, B7 C1, D1, D9, E8	D5, E4, E6,	Health, Safety and	Homework assignments

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
	Assistant Trainee				Environment	Written tests
Identify and describe permanent and deciduous dentition.	DANB: Dental Assistant Trainee	R4.2	A10 D8 D9 D10		Technology Production Skills	Homework assignments Written tests Typodont demonstration

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Suggested Text(s)

Bird, D., & Robinson, D. (2012). *Modern dental assisting* 10th edition. Saint Louis, Ms: Elsevier.
 Bird, D., & Robinson, D. (2012). *Modern dental assisting* 10th edition student workbook. Saint Louis, Ms: Elsevier.
 Ethics, Jurisprudence, & Risk Management. Ehrlich
 Psychology in the Dental Office. Ehrlich

Bibliography:

Ehrich, A. (1994). *Fundamentals for dental auxiliaries, ethics, jurisprudence and risk management*. Champaign, IL: Colwell Systems.
 Ehrich, A. (1996). *Fundamentals for dental auxiliaries, psychology in the dental office*. Champaign, IL: Colwell Systems.
 Barton, R. Matteson, S. & Richardson, R. (1988). *The Dental Assistant*. Philadelphia: Lea & Febiger.
 Bird, D and Robinson, D. (2002). *Torres and Ehrlich A Modern Dental Assisting*. Philadelphia: W. B. Saunders.
 Bird, D and Robinson, D. (2002). *Torres and Ehrlich A Workbook to Accompany Modern Dental Assisting*. Philadelphia: W. B. Saunders.
 Finkbeiner, B., Johnson C. (1995). *Comprehensive Dental Assisting, A Clinical Approach*. St. Louis: Mosby Year-Book, Inc.
 Finkbeiner, B., Johnson C. (1997). *Mosby's Comprehensive Review of Dental Assisting*. St. Louis: Mosby Year-Book, Inc.
 Jaroski-Graf, J. (2000). *Dental Charting*. Albany: Thompson Learning.
 Price, C. (1993). *Assertive Communication Skills for Professionals*. Boulder, CO.: Career Track Publications.
 Rhode, H. (1993). *Dealing with Conflict and Confrontation*. Boulder, CO.: Career Track Publications.
 Rule & Wilies. (1982). *Communication for Dental Auxiliaries*. Virginia: Reston Publishing Co.
 Woods, J. (1999). *Interpersonal Communication Everyday Encounters*. Belmont, CA.: Wadworth Publishing Co.

CTE Course Description and Standards Crosswalk

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Basic CTE Course Information

Course Information	
Course Name	Introduction to Pharmacy
Course Number	
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Health Sciences
Occupational Standards	
Source of Occupational Standards	American Society of health-System Pharmacists National Consortium on Health Science and Technology Education
Names/Numbers of Occupational Standards	
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Introduces pharmacy practice and the technician’s role in various pharmacy settings. Emphasizes the history of pharmacy, pharmacy law and ethics, pharmacy terminology, symbols and dosage forms and 100 often prescribed drugs. Students with an interest in becoming a certified nursing assistant, medical assistant, medical, pharmacy, or dental technician, nurse, dentist, physician or pharmacist will find this course beneficial.
Instructional Topic Headings (please separate each heading by a semi-colon)	The professions and professionals touched by pharmacy; Drug regulations, controls and consumer safety; Drug classifications and routes of administration; Medical terminology; Drug orders, prescriptions and common drugs;

Financial issues;
 Employability standards of practice;
 Career exploration;
 Encourage involvement in Career & Technical Student Organizations (CTSO)s;

Summative Assessments and Standards

Technical Skills Assessment	Y
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y

Career & Technical Student Organization (CTSO)

CTSO associated with this course	HOSA (Health Occupation Student of America)
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author

Course developed by	Ben Eveland
Course adapted from	MatSu School District, Kathi Baldwin and Kathy Foxley Revised by: Brenda Probasco and Monica Goyette 5/10
Date of last course revision	3-26-2012

Course Delivery Model

Is the course brokered through another institution or	N
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agency? (Y/N)	
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	
Issuing body/organization/agency	

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Describe the role of the pharmacy tech, pharmacy code of ethics, and implications for practice.	<u>ASHP</u> 16,17, 29 <u>NCHSTE</u> 6.2	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6 <u>Math</u> M1.4.1, M3.4.2, M3.4.3, M3.4.5, M7.4.1 <u>Science</u> SA, SC, SE, SG	<u>A-Employability</u> 1, 2, 5, 6, 7 <u>B – Career Develop</u> 1, 2, 4, 5	B2, C2, C3, E3, E4	Principles Tech Tech Pro Skills Labor Health Safety Work Habits	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Explore, compare, and contrast potential pharmacy careers with respect to education and opportunities.	<u>ASHP</u> 1, 7, 11, 23, 35, <u>NCHSTE</u> 3 & 4	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6 <u>Math</u> 1.4.2 <u>Science</u> SA, SC, SE, SG	<u>A-Employability</u> 1, 2, 5 <u>B – Career Develop</u> 1, 2, 4, 5	B2, B4, E3, E4	Planning Principles Tech Tech Pro Skills Labor Community Health Safety	Class Discussions Written Assignment Interviews Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
						Portfolio
Explore the relationship and legal and ethical responsibilities between pharmacy and other health professions.	<u>ASHP</u> 17, 29, 31, & 32 <u>NCHSTE</u> 5 & 6	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6	<u>A-Employability</u> 1, 2, 5, 6, 7 <u>B – Career Develop</u> 1, 2, 4, 5	B2, E3, E4, E8	Management Labor Health Safety	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Identify medications by brand or generic name, indication(s) of use, and drug class.	<u>ASHP</u> 2, 3, 4, 5, 24, 34 <u>NCHSTE</u> 2.2	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6 <u>Science</u> SC, SC2	<u>A-Employability</u> 2	B2, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Define the meaning of symbols and abbreviations used in pharmacy practice.	<u>ASHP</u> 2,3,4, 25, 26 <u>NCHSTE</u> 2	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6 <u>Math</u> M1.4.1	<u>A-Employability</u> 2	B2, E3, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
						Portfolio
Identify different dosage forms and routes for medications.	<u>ASHP</u> 3, 4, 30, 34 <u>NCHSTE</u> 1.3	<u>Math</u> M1.4.1 <u>Science</u> SA, SC, SC2	<u>A-Employability</u> 2	B2, E3, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Understand proper safety techniques to prevent accidents and to maintain a safe work environment.	<u>ASHP</u> 12, 14, 15, 25, 35 <u>NCHSTE</u> 7	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6	<u>A-Employability</u> 2, 6, 7 <u>B – Career Develop</u> 1, 4, 5	B2, B4, E3, E4	Labor Health Safety	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Participate in CTSO classroom activities.	<u>ASHP</u> 22, 24, 25 <u>NCHSTE</u> 1	<u>Reading</u> 4.1, 4.2, 4.3, 4.7, 4.8, 4.9 <u>Writing</u> 4.1, 4.2, 4.3, 4.4, 4.5, 3.6	<u>A-Employability</u> 1, 2, 3, 4, 5 <u>B – Career Develop</u> 1, 2, 3, 4, 5	A7, B2, C2, C3, E1, E3, E7	Bus Planning Mgmt Community Work Habit Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
						Portfolio

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Suggested Text:

American Pharmacists Association. (2005.) *The pharmacy technician*. (Latest edition). Englewood, CO: Morton.

Other Instructional Resources:

American Pharmacists Association. (2004). *The pharmacy technician*. (Latest edition). Englewood: CO: Morton.

Ballington, D., & Laughlin, M. (2002). *Pharmacy practice*. St. Paul, MN: Paradigm.

Cowen, D., & Helfand, W. (1990). *Pharmacy: an illustrated history*. New York: Harry N. Abrams, Inc.

Hansten, P.D., & Horn, J.R. (2006). *The top 100 drug interactions: A guide to patient management*. Edmonds, WA: H & H.

Harteker, L.R. (1998). *The pharmacy technician companion*. Washington, DC: American Pharmaceutical Association.

Kastrup, E.R. (2006). *Drug facts and comparisons*. St. Louis, MO: Walters Kluwer.

Medical Economics Company. (2004). *Physicians' desk reference*. Montvale, NJ: Author.

Taber, C.W. (1977). *Taber's cyclopedic medical dictionary*. Philadelphia: F.A. Davis

Company.

Young, L.Y., & Koda-Kimble. (1995). *Applied therapeutics: The clinical use of drugs*.

Vancouver, WA: Applied Therapeutics, Inc.

CTE Course Description and Standards Crosswalk

- The information on page 1 must be entered directly into the EED CTE Web Portal (log in at <https://www.eed.state.ak.us/tls/cte/perkins> with your district credentials)
- Then this entire form can be submitted by using the “Click here Provide Supporting Documentation” link on the Web Portal, or by emailing it to ctegrants@alaska.gov.

Basic CTE Course Information

Course Information	
Course Name	Justice 1; American Policing
Course Number	
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Introduction to Criminal Justice, Justice II
Occupational Standards	
Source of Occupational Standards	Alaska Police Standards Council (APSC); Fraternal Order of Chiefs of Police; The International Association of Chiefs of Police (IACP); Alaska Administrative Code 13.85.010. Basic standards for police officers O*Net Law 33-3051.01-Police Officers
Names/Numbers of Occupational Standards	
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	This course will survey American Policing from its roots to a modern day perspectives. Emphasis will be on the practical aspects of policing as well as what the police are doing to address the many crime problems and issues that plague the United States.
Instructional Topic Headings (please separate each heading by a semi-colon)	PART I: DEVELOPMENT OF LAW ENFORCEMENT ORGANIZATIONS AND

POLICE OFFICERS

- 1: History: Coming to America—Struggle and Transformation;
- 2: Federal and State Agencies: Protecting Our Borders;
- 3: Police in Society: Organization and Administration of Municipal and County Agencies;

PART II: PERSONNEL MATTERS: PREPARATION, DOING THE WORK, SELF HELP

- 4: Preparing for the Street: Recruiting, Training, and Socialization;
- 5: On Patrol: Methods and Menaces;
- 6: Community-Oriented Policing and Problem Solving: Confronting Crime and Disorder;
- 7: Criminal Investigation: The Science of Sleuthing;
- 8: Personnel Issues and Practices: Stress, Labor Relations, Higher Education, Private Police;

PART III: CONSTRAINTS: INVOLVING LAW, ACCOUNTABILITY AND LIABILITY

- 9: Rule of Law: Expounding the Constitution;
- 10: Accountability: Ethics, Use of Force, Corruption, and Discipline;
- 11: Civil Liability: Failing the Public Trust;

PART IV: SPECIAL POPULATIONS: PROBLEMS AND CHALLENGES

- 12: Pursuing Criminal Syndicates: Terrorists, The Mob, Gangs, Drug Traffickers;
- 13: Addressing “People Problems”: Immigrants, Youth Crimes, Hate Crimes, and the Homeless;

PART V: CHALLENGES TODAY AND BEYOND

- 14: Technology Review: Tools for the Tasks
- 15: Focus on the Future

Summative Assessments and Standards

Technical Skills Assessment

Yes

Course addresses Alaska GLEs	Yes
Course addresses Employability Standards	Yes
Course addresses Cultural Standards	Yes
Course addresses All Aspects of Industry (AAI)	Yes
Career & Technical Student Organization (CTSO)	
CTSO associated with this course	
Tech Prep	
Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA- Kenai Peninsula College
Postsecondary Course Name	Justice A110
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author	
Course developed by	Ruben Foster
Course adapted from	Newly Written Course
Date of last course revision	4-27-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	
Issuing body/organization/agency	

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Understand the historical foundations of American Policing	0*Net K2		A.5	B3	3	
Identify the major organizations that compose the law enforcement agencies in the local, state and federal government.		R4.2.2,4.3.3	A.5	C 3	4	Portfolio Writing Sample
Understand the basic organizational police structure (i.e. bureaucratic framework, accreditation, etc).	0*Net K7	ENG. B1	A.5	E7	2	
Understand some of the problems confronting today's police recruiters and what it takes to gain employment within the field of law enforcement. some unique measures being tried to obtain a viable	0*Net K8	ENG.B1 SC F.1	E.1	E3	8	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Understand the general nature of patrol and the general hazards associated with such a position.	0*Net W1,2,3,4	ENG.D1	A.7		8	
Understand the discretion afforded officers in the performance of their duties and the psychological aspects of the job.	0*Net W7	ENG.B2 SC F.1		E7	8	
Know the definition of terrorism, as well as its categories and types.	0*Net K 1,7	ENG.B1	A.7			
Demonstrate knowledge of the different types, causes, and methods of curtailing terrorism.	0*Net K1,7	R4.2.2,4.3.3 SC F.1	A.5.7	E 3, 6,7	3	Portfolio Teamwork/Colla borative Skills
Be able to distinguish between forensic science and criminalistics.	0*Net W 3,4	R4.1.1,4.1.2 SC A.1, C.2 E.2	C.6			Portfolio Journaling
List standard procedures for the collection of evidence.	NIJ-C5	R4.4.1,4.4.2 SA1.1,SA1.2 SC A.2, E.2	A-6		5,8	Portfolio Writing Sample
Understand the employment rights of police officers, including the stress involved in the job.	0*Net W1-9 T1-10	ENG.E1 SC F.1	A.7	D5	8	
Identify the technology used in evidence collection.	NIJ-C2a,b,c	R4.4.2 SE1.1.2.1,2.2, 3.1 SC A.1, E.1	A.3		5	Portfolio Writing Sample
Understand what is meant by the rule of law	0*Net K2		A.5	B3	1,2,3	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Identify that Crime and Justice are Public Policy Issues	0*Net K7	ENG.A4	C.6	E3	4	
Compare and Contrast the Relationship Between Criminal Justice and Other Social Sciences	0*Net K2,7	ENG.B2	G.1	E7		
Explain Crime and Justice in a Democracy and in a Multicultural Society	0*Net K2,7	ENG.E4 SC F.2	C.1	E7	4	
Evaluate Crime Control versus Due Process	0*Net K2	ENG.D4	C.4			
Be able to outline the protections afforded citizens by the Fourth, Fifth, and Sixth Amendments	0*Net K1,2	ENG.B1	C.8	E4	3	
Be able to distinguish between arrests and searches and seizures with and without a warrant.	0*Net K1	ENG.B3			3	
Be able to delineate the major rights of juveniles as well as the major philosophical differences in the law for treatment of juvenile and adult offenders	0*Net K4, S4	ENG.E1 SC F.2	C.7			
Understand what is meant by police accountability and be able to define ethics.	0*Net K4,7	ENG.B1 SC F.2	F.7	D5		
Understand the uses and limits of police force and how a force continuum can help officers to gauge the appropriate use of force for different situations.	0*Net S1,2,5,6	SC F.1, F.2		D6	7	
Understand the constitutional limitations that federal courts have placed on officers' rights and behaviors.	0*Net K1	ENG.A4	A.5	B3	8	
Understand the liabilities involved in police misconduct	0*Net K5,7	ENG.D4	F.1	B3	8	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Using Data to Define and Measuring Crime	0*Net W1,4,7	ENG.A4 MATH A.5, A.6,B.2, D.1, D.2, E.2 SC E.1		A7		
Synthesize information/Data provided and determine Trends in Crime	0*Net W1,4,7	ENG.C2, MATH A.5, A.6,B.2, D.1, D.2, E.2 SC E.1				
Analyze data to Define and measure Effects of Victimization	0*Net W1,4,7 T6	ENG.C2, MATH A.5, A.6,B.2, D.1, D.2, E.2 SC E.1, E.2		E3	4	
Research and determine how new uses for software are being applied to old problems of crime and national security.	0*Net TT1-7	ENG.A7 SC G.1, G.2	D.7		5	
Understand how technology assists the police in their traffic- and gang-suppression functions.	0*Net TT1-7	SC E.2	D.7		5	
Define what is meant by the term working personality and assess how it is developed and functions.	0*Net W9	SC F.2		C2	6	

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Peak, K. (2012) Policing America: Challenges & Best Practices (7th ed.) Prentice Hall.

Cole, George & Smith, Christopher. The American System of Criminal Justice, Twelfth Edition. Thompson Wadsworth, 2010.

CTE Course Description and Standards Crosswalk

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- Then this entire form can be submitted by using the “Click here Provide Supporting Documentation” link on the Web Portal, or by emailing it to ctegrants@alaska.gov.

Basic CTE Course Information

Course Information	
Course Name	Justice 2- Corrections & Courts
Course Number	
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Introduction to Criminal Justice, Justice I
Occupational Standards	
Source of Occupational Standards	American Bar Association, American Correctional Association, State of Alaska- Department of Corrections, American Probation/Parole Association; Alaska Statute Title 33 Probation, Prisons and Prisoners. O*Net Law 33-3012.00-Correctional Officers and Jailers
Names/Numbers of Occupational Standards	
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Survey of philosophies, functions and methods of social control with emphasis on role of law and those involved in its administration – police, courts, and correctional organizations. Includes study of history, organization, processes, and problems related to law and justice agencies in a heterogeneous, democratic society.
Instructional Topic Headings (please separate each heading by a semi-colon)	A. Core Topics General exposure to various types of legal and public safety careers from local to federal levels Policing history, organization and management, including issues, challenges and legal aspects Court structure and participates including pretrial activities, criminal trial, sentencing

Correction system will be explored in such areas as probation, parole, community corrections, prisons and jail life
Encourage involvement in Youth Court and Explorer Programs

Courts and Pretrial Processes
Prosecution/Plaintiff and Defense
Adjudication
Punishment and Sentencing
Institutional Corrections
Community Corrections
Prison Society
Re-entry and parole
Juvenile Justice

Summative Assessments and Standards

Technical Skills Assessment	Yes
Course addresses Alaska GLEs	Yes
Course addresses Employability Standards	Yes
Course addresses Cultural Standards	Yes
Course addresses All Aspects of Industry (AAI)	Yes

Career & Technical Student Organization (CTSO)

CTSO associated with this course	
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA- Kenai
Postsecondary Course Name	Justice 110
Postsecondary Course Number	
# of Postsecondary Credits	3

Additional CTE Course Information

Author	
Course developed by	Ben Eveland
Course adapted from	Ruben Foster, UAA – Kenai Justice 110
Date of last course revision	4-27-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	First justice course needed in the Undergraduate 31 credit Certificate in Corrections at KPC
Issuing body/organization/agency	

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Explain society's need for a system of order maintenance and detail the role of law within that system.	O*Net K2	R4.2.2 W4.2.2 SC F.1	D	A5, 6		Portfolio Writing Sample
Identify the structure and roles of police organization and management.	O*Net K1	W4.2.2	A5, 7	A6	Mgmt. Labor	Portfolio Teamwork/
Demonstrate an understanding of policing issues, challenges, and legal aspects.	O*Net K1,2,3	R4.2.2 W4.2.2 SC F.1	B3, 4	C2	Labor H,S,E Wk Habits	Portfolio-Writing Sample
Exhibit knowledge of the court structure and participants	O*Net K2	R4.2.2 W4.2.2	A.5	C2	Mgmt. Labor	Youth Court Test
Explain the concept of the dual-court system in America.	O*Net K2	R4.8.2 R4.3.3 W4.2.2	A.5		Mgmt.	Portfolio Oral Presentation

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standard s	All Aspects of Industry	Formative Assessment
Identify some of the differences between the state and federal court systems	O*Net K1,2	R4.8.2 R4.3.3 W4.2.2	A.5		Mgmt.	Portfolio Teamwork/ Collaborativ
Explain the nature and purpose of the pretrial activities and criminal trial.	O*Net K1,2	R4.3.2 W4.2.2	C.2	C2	Mgmt.	Youth Court Test
Identify the various components of the corrections system.	O*Net K1,2	R4.3.1 W4.2.2	C.8		Mgmt.	Portfolio Writing Sample
Compare and contrast probation and parole.	O*Net K1,2 W4,5,6	R4.8.2 MATH A.4, B.2D.1, D.2 R4.3.3 W4.2.2 SC F.1	C.6	E3	Mgmt.	Portfolio Writing Sample
Discuss the major characteristics and purpose of today's prisons.	O*Net K2,36 W9	R4.8.2 W4.2.2 W4.2.4 MATH A.4, B.2D.1,D.2 SC F.1, F.2	C.6		Mgmt.	Portfolio Oral Presentation
Investigate careers in law, public safety and security.	SOA USGOV BSA, ABA ACA	R1, 2 & 4 W4.2.4 MATH A.4, B.2D.1,D.2	B1, 2, 4, 5	B1, 3 D5	Mgmt. Tech/Prod Prin Tch Comm Wk Habits	Portfolio Career Exploration and Research, Internet/Comm unication
Identify occupation specific skills, aptitudes, attitudes and personal skills.	SOA, USGOV	R4.8.2 W4.2.2 SC F.1, SC F.2	A1-7, B1,2	E5-7	Tech/Prod Wk Habits Prin Tech	Portfolio Career Exploration and Research, Internet/Comm
Identify occupational specific professional organizations.	ABA, ACA, APPA	R4.8.2 W4.2.2	B5			Portfolio Internet/Comm unicatio n
Identify education, license and certification qualifications.	SOA, USGOV,	R4.8.2	B4, 5		Tech/Prod	Portfolio Career
Determine the Structure and Management of American Courts	O*Net K2	ENG.B1		C2	2	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standard s	All Aspects of Industry	Formative Assessment
Evaluate Bail and Bail Reform	O*Net K3	ENG.D2		B3	9	
Determine Form and Timing of Pretrial Motions	O*Net K1,2	ENG.E1 MATH A.4, B.2D.1,D.2				
Determine The Role of Prosecutorial Discretion (History and Current Status)	O*Net K1,2,3,6	ENG.B2 SC F.1	A.5		mgmt	
DefineThe Role of the Defense Attorney	O*Net K1,2,6		A.5		Mgmt	
Identify The Role of Politics in Prosecution and Litigation	O*Net K2,6	ENG.B1	A.5	B3	Mgmt	
Determine the Role of the Courtroom Workgroup	O*Net K1,2 S8	ENG.B1	E.3.4		Mgmt	
Evaluate Pleas Bargaining (History, Issues and Current Status)	O*Net S7,8,9	ENG.B1 MATH A.4, B.2D.1, D.2 SC F.1	A.5.6			
Identify The Trial Process (Civil and Criminal Trials)	O*Net K2	ENG.B2 SC A.1, A.2	A.5	C2	Mgmt	
Compare and Contrast Goals of Punishment	O*Net K3,6 W2	ENG.B2 SC F.1			Mgmt	
Identify and evaluate Forms of the Criminal Sanction	O*Net K1	ENG.E1 SC F.1			Mgmt	
Identify and evaluate Forms of Intermediate Sanctions	O*Net K1				Mgmt	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standard s	All Aspects of Industry	Formative Assessment
Identify and evaluate classification of Probation	O*Net K1,2	ENG.B1		C2	HSE	
Investigate the Death Penalty and Debate it upon performing an Evaluation of its Effectiveness	O*Net K1,2,3 S2	ENG.B3 A4 MATH A.4, B.2D.1, D.2 SC F.1, F.2	C.4.6	B3	Com	
Determine if there are Disparities, Ethical Considerations and differing Public Perceptions of Punishment	O*Net K3, S9	ENG.B1 MATH A.4, B.2D.1, D.2 SC F.1, F.2	A.5.6	B3	Com	
Investigate the History and Functions of American Prisons	O*Net K1	ENG.B3 SC F.1, F.2	A.6	B3	Com	
Define and Compare the Federal Prisons system with other systems.	O*Net K1,2	ENG.B1			Com	
Explain the use of Jails and Short Term Detention and contrast this method with other forms of deterrents	O*Net K1,2, 3			B3		
Define Correctional law	O*Net K1,2		A.5		HSE	
Evaluate Institutional Effectiveness	O*Net K1,2	ENG.A4 MATH A.4, B.2D.1, D.2 SC A.1, A.2	C.6		Mgmt	
Understand History and Functions of Probation and Alternative Sanctions	O*Net K1,2,3	ENG.B1 SC F.1	A.6		Com	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Evaluated the Effectiveness of Boot Camps, Probation, House Arrest, Electronic Monitoring	O*Net K1,6 W10	ENG.A4 MATH A.4, B.2D.1, D.2 SC A.1, A.2	C.7			
Identify the Goals of Incarceration	O*Net W2	SC F.1			Bus plan	
Determine the Organization and Daily Routines of Correctional Institutions	O*Net K1 T1-10			E7	Bus plan	
Assess Management and Control systems/methods, Structural Styles and Violence Prevention	O*Net K3,6 W4	ENG.D1 SC F.1, F.2	A.5	E6	Mgmt	
Identify deferent types of Inmates and Inmate Behavior	O*Net K3,6 W4	SC F.1, F.2	A.5	E3	Per Wrk Hb	
Determine and compare Women in Prison and Challenges, Children, Access to Services issues that differ from the male inmate.	O*Net K3,6 W4					
Demonstrate a knowledge of the History and Functions of Parole	O*Net K1,2	ENG.D2 SC F.1, F.2	A.6		Mgmt	
Define The Parole Board and assess its need and effectiveness	O*Net K1,2,6		A.5		Mgmt	
Understand The Role of the Parole Officer and Compare it to the duties of a police officer	O*Net K1,2,6 T1-10	ENG.B1	A.5		Mgmt	
Identify the Types of Release from Incarceration, and Consequences, and assess its success.	O*Net K3	ENG.B2 MATH A.4, B.2D.1, D.2		D5		
Identify Civil Disabilities of Ex-Felons and Ex-Convicts	O*Net K1,6,7			D5	Comm	

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standard s	All Aspects of Industry	Formative Assessment
Determine Parole Revocation procedures and ascertain their effectiveness	O*Net K1,6		A.5		HSE	
Understand the History of a Separate Juvenile Justice System	O*Net K1,2	ENG.B2	A.6		Mgmt	
Identify, quantify and evaluate Youth Crime Trends	O*Net K3	ENG.D1 MATH A.4, B.2D.1, D.2 SC A.1, A.2		B3	Mgmt	
Determine what are Special Juvenile Procedures	O*Net K1,2	ENG.D2			Bus pln	
Compare and Contrast the Differences in Treatment of Juvenile offenders	O*Net K3	MATH A.4, B.2D.1, D.2 SC F.1, F.2				

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Cole, George & Smith, Christopher. The American System of Criminal Justice, Twelfth Edition. Thompson Wadsworth, 2010.

Criminal Justice Today: An Introductory Text for the 21st Century, Schmalleger, Pearson Prentice Hall

CTE Course Description and Standards Crosswalk

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Basic CTE Course Information

Course Information	
Course Name	Medical Math
Course Number	
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS name put into the system.)	Health Services
Occupational Standards	
Source of Occupational Standards	Model Curriculum for Pharmacy Technician Training 2nd Edition (American Society of Health-System Pharmacists) National Consortium on Health Science and Technology Education National Health Care Skill Standards Project
Names/Numbers of Occupational Standards	
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Provides students with the interpretive skills to read, decode and process a variety of prescriptions requiring mathematical computations. Introduces the basic concepts needed to calculate oral, parenteral, pediatric and elderly drug dosages. Skills for interpreting intravenous flow rates, compounding, commercial and office management calculations are also included. Students with an interest in becoming a certified nursing assistant, medical assistant, medical, pharmacy, or dental technician, nurse, dentist, physician or pharmacist will find this course beneficial.
Instructional Topic Headings (please separate each heading by a semi-colon)	Oral dosing calculations (age and weight issues explored);

Office and clerical math (profit, markup, accounting);
 Compounding, flow rates, dilutions and other formulae specific issues;
 Conversion between systems (apothecary, avoirdupois, metric and household);
 Employability standards of practice;
 Career exploration;
 Encourage involvement in Career and Technical Student Organizations;

Summative Assessments and Standards

Technical Skills Assessment	Y
Course addresses Alaska GLEs	Y
Course addresses Employability Standards	Y
Course addresses Cultural Standards	Y
Course addresses All Aspects of Industry (AAI)	Y

Career & Technical Student Organization (CTSO)

CTSO associated with this course	HOSA (Health Occupation Student of America)
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	Pending
Date of Current Agreement	
Postsecondary Institution Name	UAA, UA-Kenai
Postsecondary Course Name	
Postsecondary Course Number	
# of Postsecondary Credits	

Additional CTE Course Information

Author

Course developed by	Ben Eveland
Course adapted from	MatSu Borough School District: Kathi Baldwin and Kathy Foxley : Monica Goyette and Brenda Probasco 5/2010 Adapted from - University of Alaska, Pharmacy Technology

	Program
Date of last course revision	4-19-2012
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No
Certificate, Credential, or License	
Industry-recognized skill certificate, credential, or state license that a student is eligible for upon successful completion of the course?	PTCB Examination (Pharmacy Technician Certification Board)
Issuing body/organization/agency	PTCB Examination (Pharmacy Technician Certification Board)

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
Accurately read and interpret prescription orders to calculate drug dosages using the metric, the apothecary and roman numeral systems of numbers.	<u>ASHP</u> 1, 2, 3, 15 <u>NCHSTE</u> 1.3 <u>NCTM</u> 6, 9, 10, 12, 13	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4, 3.6 <u>Math</u> M1.4.2-5, M2.4.1-2.4.3, M3.4.1-3.4.5, M4.4.1, M7.4.1 <u>Science</u> SA, SC, SC2	<u>A-Employability</u> 2	B2, E3, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration Research Project Student Presentation Portfolio
Explore, compare and contrast potential medical careers with respect to education and opportunities.	<u>ASHP</u> 1, 7, 11, 23, 24, 35 <u>NCHSTE</u> 4.4	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4, 3.6 <u>Math</u> 1.4.1	<u>A-Employability</u> 1, 2, 5 <u>B – Career Develop</u> 1, 4, 5	B2, B4, E3, E4	Planning Principles Tech Tech Pro Skills Labor Community	Class Discussions Written Assignment Interviews Skill Station Assessments Unit Assessments

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
		<u>Science</u> SA, SC, SE, SG				Final Exams Student Demonstration Research Project Student Presentation Portfolio
Calculate selling price, gross profit, gross margin, gross sales, percent markup, overhead, net profit, inventory levels and depreciation.	<u>ASHP</u> 8, 9, 10, 27 <u>NCHSTE</u> 11.2 <u>NCTM</u> 1, 4, 5, 6	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4, 3.6 <u>Math</u> M1.4.1, M3.4.2, M3.4.3, M7.4.1	<u>A-Employability</u> 2	B2, E3	Finance Tech Pro Skills	Class Discussions Written Assignment Unit Assessments Final Exam
Accurately read and interpret prescription orders to calculate the flow rate of an IV medication when given the total volume, total time of administration and drops delivered per milliliter by the administration set.	<u>ASHP</u> 3, 4, 5, 15 <u>NCHSTE</u> 1.3 <u>NCTM</u> 1, 4, 5, 6, 9	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4, 3.6 <u>Math</u> M1.4.1-4, M2.4.1-2.4.3, M3.4.1-3.4.5, M4.4.1, M7.4.1 <u>Science</u> SA, SC, SC2	<u>A-Employability</u> 2, 6	B2, B4, E3, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration
Calculate the final strength and volume of a diluted substance when given the original strength and volume.	<u>ASHP</u> 4, 15, 30 <u>NCHSTE</u> 1.3 <u>NCTM</u> 1,3,4,5,9	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4, 3.6 <u>Math</u> M1.4.1-4, M2.4.1-2.4.3, M3.4.1-3.4.5, M4.4.1, M7.4.1 M7.4.1	<u>A-Employability</u> 2, 6	B2, E3, E4	Tech Pro Skills	Class Discussions Written Assignment Skill Station Assessments Unit Assessments Final Exams Student Demonstration

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standards	Alaska Reading, Writing, Math, & Science Standards	Alaska Employability Standards	Alaska Cultural Standards	All Aspects of Industry	Formative Assessment
		<u>Science</u> SA, SC, SC2				
Participate in CTSO classroom activities, including the HOSA Medical math examination	<u>ASHP</u> 22, 24, 25 <u>NCHSTE</u> 1.3, 4.3	<u>Reading</u> 4.1, 4.2, 4.4 <u>Writing</u> 4.2, 4.3, 4.4 <u>Math</u> M1.4.1-4, M2.4.1-2.4.3, M3.4.1-3.4.5, M4.4.1, M7.4.1	<u>A-Employability</u> 1, 2, 3, 4, 5 <u>B – Career Develop</u> 1, 2, 3, 4, 5	A7, B2, C2, C3, E1, E3, E7	Bus Planning Mgmt Community Work Habit Tech Pro Skills	Class Discussions Written Assignment Interviews Skill Station Assessments Unit Assessments HOSA Medical Math Exams Student Demonstration Research Project

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

Ogden, Sheila J. (2003) *Calculation of drug dosages: An interactive workbook. (Latest edition)*. St. Louis, MO: Mosby, Inc.

Other Instructional Resources:

American Pharmacists Association. (2004). *The pharmacy technician*. (Latest edition).

Englewood: CO: Morton.

Ballington, D., & Laughlin, M. (2002). *Pharmacy practice*. St. Paul, MN: Paradigm.

Hansten, P.D., & Horn, J.R. (2006). *The top 100 drug interactions: A guide to patient management*. Edmonds, WA: H & H.

Harterker, L.R. (1998). *The pharmacy technician companion*. Washington, DC: American Pharmaceutical Association.

Kastrup, E.R. (2006). *Drug facts and comparisons*. St. Louis, MO: Walters Kluwer.

Medical Economics Company. (2004). *Physicians' desk reference*. Montvale, NJ: Author.

Taber, C.W. (1977). *Taber's cyclopedic medical dictionary*. Philadelphia: F.A. Davis Company.

Young, L.Y., & Koda-Kimble. (1995). *Applied therapeutics: The clinical use of drugs*.

Vancouver, WA: Applied Therapeutics, Inc.