

# FLORIDA DEPARTMENT OF EDUCATION



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May 18, 2012

## MEMORANDUM

**TO:** Career and Technical Education (CTE) Directors  
Technical Center Directors

**FROM:** Rod Duckworth *RW*

**SUBJECT:** Mentor Nominations for the Race to the Top (RTTT) CTE Mentor/Mentee Program

One of the required deliverables for the CTE RTTT grant is the establishment of a mentoring program for new and/or struggling CTE teachers at the 22 schools that received the RTTT CTE grant. Fifty CTE teachers (mentees) have been identified by the Regional CTE Specialist as those eligible to participate in the Mentor/Mentee program. We are asking your assistance in identifying 50 veteran "model" CTE teachers that are willing to serve as mentors for these teachers.

Nominated mentors will be sent an application. Those selected to serve as mentors will be required to serve as a mentor to their assigned teacher (mentee) for the 2012-13 school year.

Additional mentor requirements include:

- Attending the 2012 Florida Association for Career and Technical Educators (FACTE) Conference to receive mentor training and to meet their assigned mentee
- Participating in a site visit to the mentee's school/program
- Hosting the mentee for a visit at the mentor's school
- Attending four quarterly Regional Differentiates Accountability (DA) meetings with the mentee and other regional participants (to be hosted by the Regional CTE Specialists)

In exchange for serving as a mentor, the participant will:

- Receive a \$1,000 stipend (to be paid in two semester installments)
- Receive complimentary FACTE Conference registration
- Be reimbursed travel costs associated with the FACTE Conference (hotel, meals, travel)
- Receive complimentary FACTE dues (\$75.00) for the 2012-13 school year
- Be reimbursed travel costs associated with the site visit and the quarterly DA Regional meetings\*

\*Note – Districts will be reimbursed the cost of any applicable substitutes for participating mentors and/or mentees that are associated with the site visits and the quarterly meetings.

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The mentees will also have complimentary FACTE Conference registration, be reimbursed for the hotel and travel costs associated with attending the FACTE Conference, receive complimentary FACTE dues for the 2012-13 school year and be reimbursed travel costs associated with the site visits and the quarterly DA Regional meetings.

Realizing that distance can often be an obstacle, participating mentor/mentees will also be given Elluminate accounts to assist with the process.

Below you will find a list of the CTE programs that the mentees are (or will be) teaching and the region where the schools are located. The desire is to have enough mentors within a respective region to meet the mentee needs. Please send you nominations using the template below to Jodi Tillman via e-mail by May 31, 2012.

If you have additional questions, please contact Jodi Tillman at [Jodi.Tillman@fldoe.org](mailto:Jodi.Tillman@fldoe.org) or at 850-245-9439.

Thank you.

RD/jt

Region	CTE Program	Mentor Suggestion	Mentor's email address
<b>Criminal Justice Operations/Public Safety</b>			
Region 1	Criminal Justice Operations		
Region 1	Criminal Justice Operations		
Region 1	Criminal Justice Operations		
Region 2	Public Safety Telecommunication		
Region 2	Introduction to Fire Fighting		
<b>Information Technology</b>			
Region 1	New Media Technology		
Region 2	Gaming		
Region 2	IT		
Region 2	IT		
Region 3	Multimedia		
Region 4	Game Animation		
<b>Arts, A/V Technology &amp; Communication</b>			
Region 1	Digital Design		
Region 1	Web Design		
Region 4	Digital /Intro Information Technology		
Region 4	Commercial Art		
<b>Agriculture, Food and Natural Resources</b>			
Region 1	Agriculture - Environmental Resources		
Region 1	Agriculture - Plant Biotechnology		
Region 4	Agriculture - Ag Biotechnology		
Region 4	Agriculture - Agritechnology		
Region 4	Agriculture		
<b>Health Science</b>			
Region 1	Allied Health Assisting		
Region 1	Health Science - Medical Skills & Services		
Region 2	Health Science - Health Program		
Region 2	Health Science - Health Program		
Region 2	Health Science		
Region 3	Health Science - Nursing Assistant III		

<b>Education and Training</b>			
Region 4	Child Development		
Region 5	Childcare		
<b>Human Services</b>			
Region 4	Cosmetology		
<b>Manufacturing</b>			
Region 1	Industrial Biotechnology		
Region 4	Automation and Production		
<b>Engineering and Technology Education</b>			
Region 2	Aerospace		
Region 3	PLTW Engineering		
Region 4	PLTW Engineering		
Region 4	PLTW Engineering		
Region 4	PLTW Engineering		
<b>Architecture and Construction</b>			
Region 3	Drafting		
<b>Business Management and Administration</b>			
Region 3	Finance & Business Technology/Accounting Application I		
Region 4	Office Administration		
Region 5	Business		
Region 5	Business		
<b>Hospitality and Tourism</b>			
Region 1	Nutrition & Wellness/Principles of Food Preparation		
Region 3	Culinary Arts		
Region 5	Culinary Arts		
Region 5	Culinary Arts		
Region 5	Culinary Arts		