

Expectations for Student Organizations Career & Technical Education (CTE) Denver Public Schools

All approved high school CTE programs in Denver Public Schools should have some type of student organization which enhances the program curriculum and develops student leadership abilities. Some programs are affiliated with state recognized CTSOs, i.e. FBLA, DECA, FCCLA, HOSA, TSA or SkillsUSA. Other programs have determined that a different organization better fits the needs of their students and school. If your program does not affiliate with a state recognized CTSO, your alternative organization must have the approval of your CCCS program director. Although the expectations listed below are for all groups, programs affiliated with state recognized CTSOs will already have some of the documents completed or planned for them, i.e. by-laws and student activities.

Expectations/Requirements

1. Name of Organization
2. Organization Constitution and/or by-laws
3. Elected Officers
4. Annual Program of Work – includes 2-3 chapter goals for the year
5. Agendas & minutes of meetings
6. Annual Activity Calendar
7. Student Affiliation – annual list of student members
8. List of student leadership activities – minimum of 3 specific activities per year
9. Activity or Event which showcases student projects/abilities – this could be through student competition or an event where students get to “show off” their knowledge of the specific CTE program.
10. List of students participating in the activity or event
11. Meet all CTE office deadlines – leave forms, bus requests, etc.

Templates and samples of documents listed above can be found at:
<http://www.coloradostateplan.com/ctso.htm>

SPECIAL NOTE:

Student organizations should be student led – not teacher led! The students are the ones who come up with the ideas for activities, plan the events, and lead the meetings. The teachers act as facilitators when students need help, provide resources for students, and assist students with making professional connections and with making wise decisions.

Extra Pay

Teachers who act as a student organization advisor will be able to earn up to \$500 per year, based on number of requirements/expectations met.