COOPERATIVE EDUCATION & ON-THE-JOB TRAINING (OJT)

Program: Business Cooperative Education - OJT

Cooperative Education is a planned academic program designed to provide degree-seeking students on-the-job experience related to their field of study and career objective. Students may seek placements in business, industrial, governmental and educational organizations. The OJT program allows students to develop the skills, competencies and knowledge needed to execute their job functions at a high level, while learning how to address and overcome occupational challenges through the systematic observation, analysis, and application of the newly learned skills or techniques.

Students seeking enrollment in a cooperative education program are, or have been, enrolled in a Career Technical Education (CTE) program. Students are encouraged to find paid job experiences that align with their CTE program and result in the opportunity to build career-related skills, employability skills, work ethic, and time/money management skills.

Responsibilities of the Student:

- Signing and abiding by required agreements and forms.

- Maintaining accurate records of hours worked and earnings.

- Demonstrate the employability skills essential for success on the job.

- Discussing any employment-related problem that occurs with the teacher/coordinator.

- Being a positive representative of the school, the community, and the CTE program.

Failure to meet these expectations may lead to withdrawal of the student from the Coop, OJT Program.

8200410   Cooperative Education – OJT   11th - 12th Grade   1.0 Credit

This course is designed to provide on-the-job training when the cooperative method of instruction is used to prepare students for employment. Students must be enrolled in or have completed a CTE program to be eligible for this course.

12th grade students may enroll up to three periods. 11th grade students may enroll up to two periods. For scheduling purposes these periods must be the final period(s) of the school day.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

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AGRICULTURAL DEPARTMENT & PROGRAMS

Program: Agritechnology

Industry Certification(s): Agriculture Associate Certification, Agritechnology Specialist Certification, Agricultural Mechanics Specialist Certification, Agriculture Systems Associate Certification

Course Number	Course Title	Length
8106810	Agriscience Foundations 1☆◉	1 credit
8106820	Agritechnology 1	1 credit
8106830	Agritechnology 2	1 credit

This program is designed to develop competencies in the areas of agriscience industry careers, prevention and treatment of livestock diseases, livestock anatomy, wholesale cuts of meat, animal reproduction and identification, animal safety, animal-health certification, plant growth, plant fertilization, safe use of pesticides, maintenance of tools and equipment, record keeping, and employability skills. The second half of this program will develop competencies in the areas of job and training requirements, professional organizations, crop identification, planting crops, fertilizer calculations and application, irrigation, pest control, harvesting/packing/grading crops, safe equipment operation, finance, and employability skills.

Program: Horticulture Science & Services

Industry Certification(s): Agriculture Associate Certification, FNGLA Certified Horticulture Professional, Agritechnology Specialist Certification, Agriculture Systems Associate Certification

Course Number	Course Title	Length
8106810	Agriscience Foundations 1☆◉	1 credit
8121510	Introductory Horticulture 2☆ ▼	1 credit
8121520	Horticulture Science 3☆ ▼	1 credit

This program is designed to develop competencies in the areas of career opportunities, global importance of agriculture, plant classification, propagation, growing media, nutritional needs, fertilization, irrigation, pest identification, pest control, pruning, plant installation, transplanting, safe hand-tool use, and employability skills. Additionally students who complete this program will develop competencies in the areas of industry regulations, plant classification, plant transportation, soil sampling and analysis, fertilizer calculations, recording keeping, irrigation components, water quality, drainage, integrated pest management, pesticide safety and regulations, equipment calibration, chemical growth regulators, xeriscaping, integrated landscape management, safe use of power equipment, and record keeping.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

Program: Technical Agriculture Operations (Agriculture Mechanics)

Industry Certification(s): Agriculture Associate Certification, Agriculture Systems Associate Certification, Agriculture Mechanics Specialist Certification

Course Number	Course Title	Length
8106810	Agriscience Foundations 1☆◉	1 credit
8005110	Technical Agriculture Operations 2 (Agriculture Mechanics)	1 credit
8005120	Technical Agriculture Operations 3 (Agriculture Mechanics)	1 credit
8005130	Technical Agriculture Operations 4 (Agriculture Mechanics)	1 credit

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Agriculture, Food and Natural Resources career cluster. It provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the agriculture mechanics industry within the Agriculture, Food and Natural Resources career cluster.

The content includes but is not limited to mechanical operations, welding, small engine maintenance and repair, planning, management, finance, technical and production skills, underlying principles of technology, labor issues, community issues, and health, safety, and environmental issues.

Program: Animal Science & Services

Industry Certification(s): Agriculture Associate Certification, Animal Science Specialist Certification, Agriculture Systems Associate Certification

Course Number	Course Title	Length
8106810	Agriscience Foundations 1☆◉	1 credit
8106210	Animal Science & Services 2	1 credit
8106220	Animal Science & Services 3	1 credit

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Agriculture, Food and Natural Resources career cluster. Provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the animal science industry within the Agriculture, Food and Natural Resources career cluster.
The content includes but is not limited to planning, management, finance, technical and production skills, underlying principles of technology, labor issues, community issues, health, safety and environmental issues, and the use and care of animal health-care instruments, animal grooming equipment, animal restraining equipment, and laboratory equipment.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

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Program: Agriculture Biotechnology

Industry Certification(s): Agriculture Associate Certification, Agricultural Biotechnology Specialist Certification, Agriculture Systems Associate Certification

Course Number	Course Title	Length
8106810	Agriscience Foundations 1☆◉	1 credit
8106850	Agricultural Biotechnology 2☆	1 credit
8106860	Agricultural Biotechnology 3☆◉	1 credit

This program is designed to develop competencies in the areas of agricultural history and the global impact of agriculture, career opportunities, scientific and research concepts, biological and physical science principles, environmental principles, agriscience safety, principles of leadership, and agribusiness, employability, and human relations skills in agriscience. This program will also develop competencies in the areas of biotechnology in agriculture, scientific investigation, laboratory safety, scientific and technological concepts, and the fundamentals of biotechnology. Laboratory-based activities are an integral part of this course. These include the safe use and application of appropriate technology, scientific testing and observation equipment. This program is aligned with high school science courses as follows: (Example: 71% of the standards in Biology 1 are taught in this course)

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

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BUSINESS PROGRAMS

Program: Administrative Office Specialist

Course Number	Course Title	Length	Industry Certification(s)
8207310	Digital Information Technology ▼	1 credit	Entrepreneurship & Small Business (ESB)
8212110	Administrative Office Technology 1	1 credit	Microsoft Word Expert & CompTIA Fundamentals
8212120	Business Software Applications 1	1 credit	Microsoft Word Expert & CompTIA Fundamentals

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Business Management and Administration career cluster. It provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Business Management and Administration career cluster. The content includes but is not limited to the use of technology to develop communications skills, higher level thinking skills, and decision making skills, the performance of office procedures tasks, the production of quality work in an efficient manner using advanced features of business software applications, research of job opportunities, and the production of high quality employment portfolios and job-seeking documents.

Program: Digital Design

Course Number	Course Title	Length	Industry Certification(s)
8207310	Digital Information Technology ▼	1 credit	Entrepreneurship & Small Business (ESB)
8209510	Digital Design 1☆ ▼	1 credit	Adobe Certified Professional Bundle In Visual Design
8209520	Digital Design 2☆ ▼	1 credit	Adobe Certified Professional Bundle In Visual Design
8209530	Digital Design 3 ☆ ▼	1 credit	Adobe Certified Professional Bundle In Visual Design

The purpose of this program is to prepare students for employment in the Digital Design industry as Information Technology Assistants, Production Assistants, Digital Assistant Designers, Graphic Designers, and Multimedia Designers. This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and the relevant technical knowledge and skills needed to prepare for further education and careers in the Arts, A/V Technology and Communication career cluster. The program also provides technical skill proficiency and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Arts, A/V Technology, and Communication career cluster. The content includes, but is not limited to, enhanced practical experiences in computer-generated art and text, graphic design, graphic production, digital design skills, preparation of digital layouts and illustrations, scanning, and the development of specialized multimedia presentations.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

COMPUTER GAMING & PROGRAMMING

Program: Computer Gaming & Programming

Industry Certification: Toon Boom Certified Associate, Autodesk Certified User

Course Number	Course Title	Length
8207310	Digital Information Technology▼ *-OR-*	1 credit
8208110	Game & Simulation Foundations▼	1 credit
8208120	Game & Simulation Design▼	1 credit
8208130	Game & Simulation Programming▼	1 credit

The Computer Gaming and Programming program offers a sequence of project-based courses that provide coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Information Technology career cluster such as Game or Simulation Designer, Game or Simulation Graphic Artist, and Game or Simulation 3-D Animator. The program also provides technical skill proficiency and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Information Technology career cluster.

The content includes, but is not limited to, practical experiences in game/simulation conceptualization, design, storyboarding, development methodologies, 2D/3D animation design and production, and implementation issues. Specialized skills involving graphic animation software are used to produce a variety of two and three-dimensional components.

CRIMINAL JUSTICE OPERATIONS

Program: Criminal Justice Academy

Course Number	Course Title	Length
8918010	Criminal Justice Operations 1	1 credit
8918020	Criminal Justice Operations 2	1 credit
8918030	Criminal Justice Operations 3☆	1 credit

The Criminal Justice Academy provides motivated students who are interested in pursuing careers in the following but not limited to: the judicial system, law enforcement, emergency management, forensic science, and crime scene investigation. Students enrolled in the program will also receive training in workplace essentials and interpersonal and employability skills. The program is designed to develop competencies in patrol, traffic control, defensive tactics and physical proficiency skills, first aid and CPR skills, crime and accident investigation procedures, forensic science tasks, crime prevention and property control procedures.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

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EARLY CHILDHOOD EDUCATION

Program: Early Childhood Education

Industry Certifications: Early Childhood Professional Certification (ECPC), Child Development Associate (CDA), ServSafe Food Manager Certification

Course Number	Course Title	Length
8405110	Early Childhood Education 1	1 credit
8405120	Early Childhood Education 2	1 credit
8405130	Early Childhood Education 3☆ ▼	1 credit
8405140	Early Childhood Education 4☆	1 credit
8500100	Education & Training Directed Study	1 credit

Program Description

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Education & Training career cluster. It provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Education & Training career cluster. Students who complete the entire program and meet all requirements as outlined can be awarded the credentials listed above.

Early Childhood Education 1 includes the following content: childcare rules and regulations, safe learning environments, stages of child development, developmentally appropriate practices, and communication skills, principles of child nutrition, and technology use. **Early Childhood Education 2** includes working directly with children 5 years of age or younger in the Tiny Tot Preschool to complete the 480 hours of ECPC work experience requirement. Students will also earn a ServSafe Food Managers Certification. **Early Childhood Education 3** includes competencies in developing lesson plans, as well as competencies from the DCF 40-hour Introductory Childcare Training coursework. Students will continue working directly with the Tiny Tot Preschool children to complete the 480 hours of ECPC work experience requirement and pass all tests required for the DCF 40-hour coursework. In the **Early Childhood Education 4** course, students finish all competencies from the DCF 40-hour Introductory Childcare Training coursework, as well as complete the ECPC 480-hour work experience requirement by the end of this course. Additionally, the ECPC is aligned with the National Child Development Associate (CDA). Student who earn the ECPC may earn the National CDA, if they choose to do so, by completing additional requirements and testing fees. http//www.cdacouncil.org

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

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EPIC TEACHING ACADEMY

Program: EPIC Teaching Academy

Industry Certification: ServSafe Food Manager Certification

Course Number	Course Title	Length	Grades
8909010	Introduction to the Teaching Profession	1 credit	9/10
8909020	Human Growth/Development	1 credit	10/11
8909030	Foundations of Curriculum & Instruction☆	1 credit	11/12
8909040	Principles of Teaching Internship	1 credit	11/12

Recommended Courses for Dual Enrollment		
EDF2005	Introduction to Education★	1 credit
EDF2085	Teaching Diverse Populations★	1 credit
EME2040	Technology for Educators★	1 credit

The EPIC Teaching Academy is Extraordinary People Influencing Change. This teacher academy is carefully designed to promote building Sumter's future educators. Each cohort takes a series of high school future-educator electives, which is advanced course work through a combination of Advanced Placement and Dual Enrollment courses. EPIC students also earn credit in the college-level educator elective courses offered at Lake Sumter State College.

Planned Program Initiatives:

- Optional paid employment through Sumter District Schools for 11th and 12th grade summers
- Hiring preference given as AVID tutors upon completion of academy
- Kelly Services/Fingerprinting fees waived upon completion of academy
- Year 3 "internship" experience within program
- College bound educational prep program
- DE coursework support by Academy teacher available for recommended courses

Guaranteed job interview in Sumter for teaching position upon completion of education degree

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

MEDICAL CAREER ACADEMY

Program: MeCA

Industry Certifications: Certified Clinical Medical Assistant (CCMA), Certified Medical Administrative Assistant (CMAA), Certified Electrocardiogram Technician (CET), Certified Phlebotomy Tech, Certified Patient Care Technician (CPCT)

Course Number	Course Title	Length	Grade
8207310	Digital Information Technology▼ -OR- equivalent	1 credit	9/10
8417100	Health Science Anatomy & Physiology☆◉	1 credit	10
8417110	Health Science Foundations☆	1 credit	11
8417131	Allied Health	1 credit	12
8417161	EKG Aide	0.5 credit	12
MEA520M	Phlebotomist★	0.5 credit	12

This program is designed to provide a basic overview of current business and information systems, based on medical terminology, anatomy, physiology, microbiology, chemistry, transmission of disease, and current health-related issues. The student is provided with basic knowledge and skills required for many different health care occupations, including information related to human growth and development, cultural diversity, geriatric care, nutrition, safety, first aid, and legal/ethical responsibilities of health care workers. The program introduces the student to skills required for specific health care occupations. These concepts include the introduction to medical assisting, scientific principles, basic human needs and communication, infection and infection control, safety and mobility, measuring and recording vital signs, patient care and comfort measures, principles of nutrition and fluid balance, emergency response, body systems, and common disorders related to care procedures. Content includes, but is not limited to, patient care and safety, geriatric patient care, nutrition principles, rehabilitation services as well as supervised management functions. Medical field trips and on-site training will be done at various hospitals, clinics, and nursing homes. This course involves fees and a uniform.

Program: Phlebotomy

Industry Certification: Certified Phlebotomy Technician

Course Number	Course Title	Length	Grade
HSC0003	Basic Healthcare Worker	1 credit	12
MEA520S	Phlebotomist★	1 credit	12

The Phlebotomy Program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Health Science career cluster. The content includes, but is not limited to, the following communication, leadership, human relations and employability skills, performance of safe and efficient work practices in obtaining adequate and correct blood specimens by capillary or venipuncture on adults, children and neonates, maintaining the integrity of the specimen in relation to the test to be performed, preparing blood smears, labeling specimens accurately and completely, observing safety policies and procedures, emergency procedures including CPR, delivering a variety of clinical specimens to the clinical laboratory, sorting and recording specimens, and preparing collection trays for specimen procurement.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit

TELEVISION PRODUCTIONS

Program: TV Productions

Industry Certification: Adobe Professional Certification Video Design Bundle (Premiere Pro, Photoshop, After Effects)

Prerequisite: Teacher Recommendation and Program Acceptance

Course Number	Course Title	Length
8201510	Television Production Technology 1▼	1 credit
8201520	Television Production Technology 2▼	1 credit
8201530	Television Production Technology 3☆▼	1 credit
8201540	Television Production Technology 4☆▼	1 credit

This program cover competencies in safety, lighting tasks, the use of basic television production equipment, scriptwriting, collaboration, research, and audio and video recording and editing. Students explore script-writing, audio and video recording and editing, set staging, and character generation. Students will perform lighting tasks, record and edit audio and video, and participate in all aspects of the television production process – from the initial stages of program creation to final editing. Students perform advanced lighting tasks for television productions, demonstrate the mastery of competencies related to audio and video recording and editing operations, interpret scripts for television productions, and collaborate with others as part of the television production team. Students in these courses create the Raider TV video announcements.

WELDING

Program: Welding

Industry Certification: AWS Welder

Course Number	Course Title	Length
9204410	Welding Technology Fundamentals 1 ☆▼	1 credit
9204420	Welding Technology Fundamentals 2 ☆▼	1 credit

This Welding Program provides the student with technical knowledge and skills needed to prepare for further education and careers in the manufacturing career cluster. The program provides technical skill proficiency and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the manufacturing career cluster. This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry.

★Level 3 Course for College Credit – Weighted to the 6.0 Scale | ☆Level 3 Course – Weighted to the 5.0 Scale
▼Performing & Practical Fine Arts Credit | ◉Equally Rigorous Science Credit