

**School Board of Brevard County
Office of Career & Technical Education (CTE)
Teachers in Industry for Educational Support (TIES)**

Application for Participation

Name of CTE Teacher:

Last

First

M.I.

Phone:

Home

Work

Home Address:

CTE Program Title:

**School This Teacher
Represents:**

**Suggested Business/Industry
Training Site(s):**

Address:

Telephone:

4. Check all that apply:

- Teach H.S. CTE class at least 3 periods a day
- Teach in a new CTE lab or scheduled to teach in a new CTE lab
- Teach in a CTE program that has had a major curriculum revision
- Sponsor an affiliated vocational student organization (CTSO) or agree to sponsor an affiliated CTSO at your school the year following the internship experience
- A new CTE teacher or a teacher who has recently been assigned to a new CTE subject area or course

5. Each teacher will be required to submit a portfolio of their work experiences. This portfolio will include:

- Submission of Project Evaluation Portfolio, (CD, DVD) which features highlights of the TIES experience; deliver a portfolio presentation to all TIES participants on the last day of the TIES activity.
- Submission of Hours Worked in Business/Industry Form
- Submission of a photograph of teacher at the training site with employee(s) of the business/industry (for publicity purposes)

Each teacher will be paid upon satisfactory completion of all of the items included in the TIES internship.

All items must be completed and received in the Office of CTE by 4:00 p.m. on June XX, 201X.

Career & Tech Ed Teacher:

The internship will begin on _____ and end on _____
Date Date

for a total number of _____ hours.

ALL WORK/SHADOWING AND PORTFOLIO MUST BE COMPLETED BEFORE June XX, 201X.

Funding for the TIES program is from the Carl D. Perkins Career and Technical Education Improvement Act. In order to effectively utilize funds, if the teacher is unable to work the number of approved hours, they must immediately notify Regina Johnson, Office of Career & Technical Education, 633-1000, ext. 380.

Signature

Date

**School Board of Brevard County
Office of Career & Technical Education
Teachers in Industry for Educational Support (TIES) Program**

Training Agreement

_____, agrees to provide training
(Business/Industry)

experiences for: _____ in order to assist them in the areas of technical
(Teacher)
updating and other required job skills.

This training activity will take place from _____ TBD _____ to _____ TBD _____, 201X.

The parties to this agreement further stipulate:

1. The company shall pay the cost of any security clearances and background checks.
2. Brevard County School Board will pay teacher at the extra duty assignment rate of \$17 per hour with benefits of retirement and workman's compensation.
3. The business/industry will keep a record of the actual teacher work dates and hours to verify and approve on the submission of Hours Worked in Business/Industry form. The beginning and ending times for each day worked needs to be initialed by the employer.
4. Other stipulations: _____

(An example of other stipulations might be provisions in a collective bargaining agreement that covers the position that the teacher is filling, or that the trade secrets provision would not apply to certain information to be used by the instructor.)

5. The teacher and the school agree that information or materials that relate to methods of manufacture or production, potential trade secrets, business transactions, or proprietary scope of the work experience described herein shall remain the sole and exclusive property of _____ and shall not be disclosed without the Business/Industry expressed written authorization of said company.
6. The name of the Business/Industry training sponsor(s) and department(s)

7. List job duties:

Business/Industry Representative (Please Print)

Phone

Business Representative's Signature

Title

School Principal's Signature

Title

CTE Teacher's Signature

Title

Date