

# 2020-2021 Program of Work



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School: **Booker T. Washington High School (HS)**

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## CTSO Standard - HOSA

Category Area	Points Required	Declared Points	Actual Points	Status
Operations & Leadership	30	50	0	Not Met
Chapter/State/National Area:	20	39	0	Not Met
Professional Development	15	15	0	Not Met
State Qualification Testing/State Competitive Events	35	51	0	Not Met

## Career Related Education Standard - Part A

Category Area	Points Required	Declared Points	Actual Points	Status
Career Awareness	25	87	0	Not Met
Career Exploration	25	70	0	Not Met
Instructional Related Activities	25	103	0	Not Met
Connecting Activities	25	130	0	Not Met

## Operations & Leadership

Required Points: **30** Declared Points: **50** Actual Points: **0**

Status: **Not Met**

### Operations - (Minimum 15 points)

Declared	Actual	Points	
X	0	5 Point(s)	The instructor shall submit the Advisor Participation Form to GA HOSA and organize and maintain a local chapter of Georgia HOSA by serving as the advisor and shall affiliate with the state and national organization by October 1st.
X	0	5 Point(s)	The instructor shall submit a local chapter plan of yearly activities to their CTAE supervisor by October 1st. A sample guide can be found at <a href="http://georgiahosa.org">georgiahosa.org</a> .
X	0	5 Point(s)	The instructor shall submit a local chapter budget to their CTAE supervisor by October 1st. A sample guide can be found at <a href="http://georgiahosa.org">georgiahosa.org</a> .

The chapter shall conduct at least five chapter meetings during the school year. A minimum of three career and/ or leadership activities should be conducted. (5 Points) List activities:

Declared	Actual	Points	
X		1 Point(s)	<b>Declared:</b> HOSA community service <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> HOSA district competition <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> HOSA fundraiser meeting <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> HOSA interest meeting <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> HOSA SLC <b>Actual:</b>

### Leadership - (Minimum 15 points)

Declared	Actual	Points	
X	0	5 Point(s)	The advisor and at least 3 students will participate in the HOSA State Leadership Conference during Spring Semester.
X	0	5 Point(s)	The advisor and at least one student will participate in the HOSA International Leadership Conference
X	0	5 Point(s)	The Advisor and at least three students shall participate in an advocacy activity/event regarding the importance of HOSA and CTSO funding. (Ex. #1 Make a presentation or send a letter to school administrators, business & industry, and/or public officials and community members about these topics. Ex. #2 Invite school and public officials to attend a local, state, or national event to see the CTSO in action.)
X	0	5 Point(s)	The advisor and at least three students will participate in the HOSA Fall Leadership Conference.
	0	5 Point(s)	The advisor and at least three students will participate in the HOSA Fall Leadership Rally.
X	0	5 Point(s)	The advisor shall have at least three students participate in the State Qualification Testing.
X	0	5 Point(s)	The chapter shall conduct/participate in a local/region leadership activity with business/industry and community involvement.
	0	5 Point(s)	The chapter shall participate in a state-led Chapter Officer Training Program, Jump Start.

**Chapter/State/National Area:**Required Points: **20** Declared Points: **39** Actual Points: **0**Status: **Not Met**

## High School Activities

Declared	Actual	Points	
X	0	10 Point(s)	The chapter advisor shall supervise and coordinate the activities of an elected Georgia HOSA state officer.
	0	5 Point(s)	The advisor shall serve on the HOSA Board of Directors.
X	0	5 Point(s)	The advisor shall work at a competitive event at FLC or SLC.
	0	5 Point(s)	The advisor shall work at a competitive event at ILC.
X	0	5 Point(s)	The chapter shall conduct activities in recognition of HOSA Week.
X	0	5 Point(s)	The chapter shall have 3 students participate as members of the Courtesy Corp at the HOSA State Leadership Conference.
X	0	5 Point(s)	The chapter shall participate in two marketing/public relations activities that are designed to increase awareness of HOSA.
X	0	5 Point(s)	The chapter shall submit a picture/article about chapter activities to Georgia HOSA to be featured in the Georgia HOSA Chapter Spotlight/Georgia HOSA social media.

The chapter shall conduct local/state community service project or projects. List activities below: (For information on the state community service project see [www.georgiahosa.org](http://www.georgiahosa.org)) (5 points) List activities:

Declared	Actual	Points	
		1 Point(s)	<b>Declared:</b> <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> Blood drive Fall <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> Blood drive Spring <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> Blood drive Winter <b>Actual:</b>
X		1 Point(s)	<b>Declared:</b> HOSA week fundraiser <b>Actual:</b>

## Professional Development

Required Points: 15 Declared Points: 15 Actual Points: 0

Status: **Not Met**

### Activities

Declared	Actual	Points	
	0	5 Point(s)	The advisor shall attend a session at the HSTEA (Healthcare Science Technology Educators Association) Winter Conference that includes a HOSA component.
X	0	5 Point(s)	The advisor shall attend a teacher training session at HOSA Fall Leadership.
	0	5 Point(s)	The advisor shall participate in a local or state approved professional development workshop that includes a CTSO component
X	0	5 Point(s)	The chapter advisor shall attend GACTE pre-conference event - Advisor Success Day.
X	0	5 Point(s)	The chapter advisor shall attend the HOSA update at the GACTE (Georgia Association of Career and Technical Educators) Summer In-Service.

The instructor shall complete an externship related to a CTSO competitive event.

Location of Externship\_\_\_\_\_

Competitive Event Relation\_\_\_\_\_

Declared	Actual	Points	
		5 Point(s)	<b>Declared:</b> <b>Actual:</b>

## State Qualification Testing/State Competitive Events

Required Points: 35 Declared Points: 51 Actual Points: 0

Status: **Not Met**

## High School Health Science Events

Declared	Actual	Points	
	0	3 Point(s)	Dental Terminology
	0	3 Point(s)	Knowledge Test Pharmacology
	0	3 Point(s)	Knowledge Test: Behavioral Health
	0	3 Point(s)	Knowledge Test: Medical Law and Ethics
	0	3 Point(s)	Knowledge Test: Nutrition
	0	3 Point(s)	Knowledge Test: Pathophysiology
	0	3 Point(s)	Knowledge Test: Transcultural Health Care
	0	3 Point(s)	Knowledge Test: Human Growth and Development
	0	3 Point(s)	KT: Health Career Exploration
	0	3 Point(s)	Medical Math
X	0	3 Point(s)	Medical Reading
	0	3 Point(s)	Medical Spelling
X	0	3 Point(s)	Medical Terminology
	0	3 Point(s)	Other

## High School Health Professions Events

Declared	Actual	Points	
	0	3 Point(s)	*Personal Care
	0	3 Point(s)	Biomedical Laboratory Science
	0	3 Point(s)	Clinical Nursing
	0	3 Point(s)	Clinical Specialty
	0	3 Point(s)	Dental Science
	0	3 Point(s)	Home Health Aide
	0	3 Point(s)	Medical Assisting
	0	3 Point(s)	Nursing Assisting
	0	3 Point(s)	Physical Therapy
X	0	3 Point(s)	Sports Medicine
	0	3 Point(s)	Veterinary Science

### High School Emergency Preparedness Events

Declared	Actual	Points	
	0	5 Point(s)	CERT skills
	0	5 Point(s)	MRC Partnership
	0	3 Point(s)	*Life Support skills
	0	3 Point(s)	CPR/First Aid
X	0	3 Point(s)	Emergency Medical Technician
	0	3 Point(s)	Epidemiology
	0	3 Point(s)	Public Health

### High School Leadership Events

Declared	Actual	Points	
	0	3 Point(s)	*Interviewing Skills
	0	3 Point(s)	*Speaking Skills
	0	3 Point(s)	Extemporaneous Health Poster
	0	3 Point(s)	Extemporaneous Writing
	0	3 Point(s)	Health Career Photography
	0	3 Point(s)	Healthy Lifestyle
X	0	3 Point(s)	Job Seeking Skills
X	0	3 Point(s)	Prepared Speaking
	0	3 Point(s)	Researched Persuasive Writing and Speaking

### High School Teamwork Events

Declared	Actual	Points	
X	0	3 Point(s)	Biomedical Debate
X	0	3 Point(s)	Community Awareness
	0	3 Point(s)	Creative Problem Solving
	0	3 Point(s)	Forensic Medicine
X	0	3 Point(s)	Health Career Display
X	0	3 Point(s)	Health Education
X	0	3 Point(s)	HOSA Bowl
	0	3 Point(s)	Medical Innovation
X	0	3 Point(s)	Public Service Announcement

### High School Recognition Events

Declared	Actual	Points	
	0	3 Point(s)	Barbara James Service Award
X	0	3 Point(s)	Healthcare Issues Exam
X	0	3 Point(s)	HOSA Happenings
	0	3 Point(s)	MRC Volunteer Recognition
	0	3 Point(s)	National Service Project

### High School Fall Leadership Rally Events

Declared	Actual	Points	
	0	3 Point(s)	Chapter T-shirt Design
	0	3 Point(s)	Other contest that might be added
	0	3 Point(s)	Statesman Award

## High School Fall Leadership Conference events

Declared	Actual	Points	
	0	3 Point(s)	HOSA Membership Recruitment Display & Presentation
X	0	3 Point(s)	Speaking Contest
X	0	3 Point(s)	State Pin Design Contest
X	0	3 Point(s)	State T-shirt Design Contest
	0	3 Point(s)	Other contest that might be added

## Career Awareness

Required Points: **25** Declared Points: **87** Actual Points: **0**

Status: **Not Met**

Priority Activities - Activities that should be performed during extended day hours. While all Career Awareness activities are important, the following are required for extended day.

Declared	Actual	Points	
5	0	5 Point(s)	<b>Guest Speakers</b> Potential Employers from Business & Industry.
6	0	2 Point(s)	<b>Organizing Class Presentations</b> Presentations designed to make students aware of career options and WBL placement opportunities

Other Approvable Activities - Other activities that may be performed during extended day hours.

Declared	Actual	Points	
20	0	1 Point(s)	<b>Career Fair or Career Day</b> Number of students enrolled in your class that participate. You can only get points for up to 20 students.
20	0	1 Point(s)	<b>Post-Secondary Transition Visits</b> Number of students you will take to visit post secondary schools. You may only get points for up to 20 students.
10	0	1 Point(s)	<b>Feeder School Visits</b> Number of students from your feeder schools that will visit your school and tour your facility. You may only get points for up to 20 students



## Career Exploration

Required Points: **25** Declared Points: **70** Actual Points: **0**

Status: **Not Met**

Priority Activities - Activities that should be performed during extended day hours. While all Career Exploration activities are important, the following are required for extended day.

Declared	Actual	Points	
X	0	5 Point(s)	<b>Research and Reports</b> Planning, organizing, or evaluating research and reports conducted by students. These must be reports related to the students career goal or job market trends.
10	0	2 Point(s)	<b>Individual Guidance/Advisement</b> Number of students personally counseled regarding Career Plans and/or placement in the WBL program. You may only get points for up to 10 students.
10	0	2 Point(s)	<b>Mock Interviews</b> Number of potential WBL students participating. You may only get points for up to 10 students.

Other Approvable Activities - Other Activities that may be performed during extended day hours.

Declared	Actual	Points	
5	0	1 Point(s)	<b>Student Portfolios</b> Number of students that will maintain a career related portfolio which must be evaluated by the teacher. You can only get points for up to 20 of these students.
20	0	1 Point(s)	<b>Job Shadowing</b> Number of students that will participate in a job shadowing experience arranged by you during extended day hours. You can only get points for up to 20 students.

## Instructional Related Activities

Required Points: **25** Declared Points: **103** Actual Points: **0**

Status: **Not Met**

Priority Activities - Activities that should be performed during extended day hours. While all Instructional Related activities are important, the following are required for extended day.

Declared	Actual	Points	
10	0	5 Point(s)	<b>Teaching Employability Skills</b> Number of lesson plans (different days) you will plan during extended day hours. You must use Standard 1 of the Georgia Performance Standards for your program as a reference for this activity and have lesson plans on file.
20	0	1 Point(s)	<b>Internet-Based Career Planning Tool</b> Number of students that complete career interest inventories and/or aptitude assessments (such as YouScience). You can only get points for up to 20 students.

Other Approvable Activities - Other activities that may be conducted during extended day hours

Declared	Actual	Points	
X	0	10 Point(s)	<b>School-Based Enterprise</b> Check if you will use extended day hours to maintain and operate a CTAE related school base enterprise.
20	0	1 Point(s)	<b>Clinical Observations/Rotations</b> Number of students you will supervise on clinical settings during extended day hours. You can only get points for up to 20 students.
3	0	1 Point(s)	<b>Assisting Student Employees</b> Number of students who may be employed in a related job but are not released from school early for participation in the work-based learning program that you will assisting or visit regularly.
0	0	1 Point(s)	<b>Entrepreneurship Projects</b> Number of students that will conduct an entrepreneurship project in accordance with the guidelines in Section 4 of the WBL Manual.

## Connecting Activities

Required Points: **25** Declared Points: **130** Actual Points: **0**

Status: **Not Met**

Priority Activities - Activities that should be performed during extended day hours. While all connecting activities are important, the following are required for extended day.

Declared	Actual	Points	
X	0	15 Point(s)	<b>Advisory Committee</b> Check if you will maintain a program specific advisory committee or if you will attend the meetings of a system-wide advisory committee conducted for your program area.
5	0	5 Point(s)	<b>Assisting with WBL Placements</b> Number of WBL students you will assist the WBL coordinator with by providing (A) identifying the potential student and employer connection and/or arranging the student placement, (B) providing input on the training plan development, (C) reviewing employer evaluations with the WBL coordinator, for WBL students enrolled from your CTAE program area.
5	0	5 Point(s)	<b>Building Bridges to Middle Schools</b> Number of presentations to feeder middle schools to inform prospective students of program opportunities.
5	0	5 Point(s)	<b>Building Bridges to Post-Secondary Schools</b> Number of presenters from post-secondary arranged to inform students of post-secondary opportunities.
5	0	5 Point(s)	<b>Creating Business Partnerships</b> Number of business partnerships arranged by the teacher.

Other Approvable Activities - Other activities that may be performed during extended day hours.

Declared	Actual	Points	
X	0	10 Point(s)	<b>Promoting the School-to-Career Transition</b> Check if you will plan presentations for your class to inform your students about the WBL options available to them. You can also perform this activity by collaborating with the WBL coordinator who may plan to speak to your classes.
	0	5 Point(s)	<b>Mentor Training</b> Check if you will assist the WBL coordinator with mentor training for employers of WBL students.
X	0	5 Point(s)	<b>Articulation/Dual Enrollment</b> Check if you will assist students with formally articulated credits or participate in ECP activities which make articulation possible.