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# **Career and Technical Education Fall 2020 - School Year Guidance**

Updated 07/28/2020

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## **Career and Technical Education Notification of On-Campus Requirements**

Liberty Hill ISD has determined certain Career and Technical (CTE) courses require the majority of the course to be completed on-campus and in-person. These courses require specialized equipment, direct supervision of hands-on activities, and/or specific materials and technology. The courses require on-campus instruction to meet the TEKS and industry standards for the course.

Students selecting remote instruction will be required to come on-campus for selected courses which cannot be completed remotely. This notification ensures students have an option to select courses that can be completed remotely if desired. Families may choose different courses that can be satisfied in a fully remote setting. Failure to appear on campus to complete on-campus courses could also result in absences that could subject the students to the Texas Education Code §25.092 minimum attendance for class credit requirement.

Liberty Hill ISD CTE courses requiring on-campus, in-person instruction include;

- Robotics I
- Robotics II
- Engineering Design and Presentation I
- Veterinary Medical Applications Lab
- Agricultural Mechanics and Metal Technologies
- Agricultural Equipment Design and Fabrication
- Practicum in Agriculture
- Culinary Arts I
- Advanced Culinary Arts
- Health Science Theory
- Practicum in Health Science

Students and parents will be contacted by the district, school, or course instructors for courses requiring on-campus instruction for course completion. Students and parents will work with the campus counselors if a schedule change is required. Please note all courses have the availability of some components being completed remotely if schools are subject to closure for health concerns.

The CTE Return to Learn Guidebook provides more detail of all courses and safety measures being utilized for instruction. The Guidebook is published on the districts' Return to Learn website.

For more information, contact your campus administrators. Liberty Hill ISD is committed to providing quality instruction to all students, in-person or remote. Communication serves a critical role in ensuring student success, so please let us know how we can support you during this time.

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## General Guidance

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At the beginning of the 2020-2021 school year, [CTE course offerings](#) will be available in remote and in-person learning environments; however, remote instruction may be limited due to the program requirements of some CTE courses. In accordance with TEC §28.002, courses address all of the state-required curriculum following the [Panther Curriculum](#) pacing guidelines. The following will provide guidance for different instructional models, course options, and safety measures to support a safe return for each student. We encourage all students to participate in scheduled courses, but recognize the ability to meet students' individual needs during this time.

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### In-Person Learning Instructional Model

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CTE courses taught on high school campuses will continue to be offered and follow all District and campus safety protocols.

- We will follow District and state protocol regarding social distancing, safety procedures and sanitizing surfaces and materials.
- If necessary, additional supplies will be purchased to prevent sharing of materials.
- Parent permission forms will be updated.
- Interactions with internship mentors will be guided by both LHISD protocols and participating mentor institutions.
- Some course requirements may be adjusted to ensure adherence to the necessary safety protocols from LHISD or other governing bodies.

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### Remote Learning Instructional Model

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For students who opt for remote learning, a limited number of CTE courses will be available online. ***High school students may elect to take CTE courses that are not offered via remote instruction in a face-to-face format at their home campus while taking non-CTE courses remotely.***

- Teachers and students will have the tools they need to be successful in this learning environment. Some course content may be adjusted to accommodate for software or hardware interactions. To the greatest extent possible, electronic access to learning materials and platforms, including a District supplied laptop for home use, will be available if needed.
- A guaranteed and viable curriculum is outlined in the [Panther Curriculum](#) documents which are aligned to the Texas Essential Knowledge Skills (TEKS).

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## On-Campus Required Courses

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The following courses are required to be completed on-campus, in-person with a course instructor. These courses require specialized equipment, direct supervision of hands-on activities, and/or specific materials and technology.

- Robotics I
- Robotics II
- Engineering Design and Presentation I
- Veterinary Medical Applications Lab
- Agricultural Mechanics and Metal Technologies
- Agricultural Equipment Design and Fabrication
- Practicum in Agriculture
- Culinary Arts I
- Advanced Culinary Arts
- Health Science Theory
- Practicum in Health Science

If students do not wish to participate in these specific courses, each student will need to work with guidance from their counselor for additional course options.

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## School Closure Remote Learning Instructional Model

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During a school closure, all CTE courses would move to an online platform utilizing Google Classroom with the support of online course material.

- Adjustments will be made to the curriculum so that a transition to remote instruction is streamlined.
- Interactions with mentors will be guided by CDC guidelines, LHISD protocols and participating mentor institutions.
- Teachers and students will have the tools they need to be successful in this learning environment. Some course content may be adjusted to accommodate for software and hardware interactions. To the greatest extent possible, electronic access to learning materials and platforms, including a District-supplied electronic device for home use, will be made available if needed.

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## CTE Course Options for School Year 2020-2021

TEA has determined all Career and Technical Education courses can be provided through remote instruction or a combination of remote and on-campus. A list of CTE courses that may require a portion of the course be completed on-campus was recommended by TEA. The courses requiring on-campus involve the use of specialized equipment, direct supervision of hands-on activities, and/or specific materials and technology.

*All courses will move to remote learning if required by district decisions for campus closures.*

Pathway	Course	In-Person Option	Remote Option
<b>AAVTC</b>	Principles of AAVTC (Arts, Audio/Video Technology, & Communications )	X	X
	Animation I	X	X
	Animation II & Lab	X	X
	Professional Communications	X	X
<b>Agriculture - Animal Science</b>	Principles of Agriculture, Food and Natural Resources	X	X
	Small Animal Management	X	X
	Equine Science	X	X
	Veterinary Medical Applications	X	X
	Veterinary Medical Applications Lab	X	
	Advanced Animal Science	X	X
<b>Agriculture - Welding</b>	Principles of Agriculture, Food and Natural Resources	X	X
	Agricultural Mechanics & Metal Technologies	X	
	Agricultural Equipment Design & Fabrication	X	
	Practicum in Agriculture, Food and Natural Resources	X	
<b>Construction</b>	Principles of Construction	X	X
<b>Computer Science</b>	Fundamentals of Computer Science	X	X
	Computer Science I	X	X
<b>Engineering</b>	Principles of Applied Engineering	X	X
	Robotics I	X	
	Robotics II	X	
	Engineering Design and Presentation I	X	
	Engineering Design and Presentation II	X	X
	Scientific Research and Design	X	X

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<b>Pathway</b>	<b>Course</b>	<b>In-Person Option</b>	<b>Remote Option</b>
<b>Hospitality - Culinary Arts</b>	Introduction to Culinary Arts	X	X
	Culinary Arts	X	
	Advanced Culinary Arts	X	
<b>Business Management</b>	Principles of Business, Marketing, and Finance	X	X
	Business Information Management I	X	X
	Business Management	X	X
	Global Business	X	X
	Virtual Business	X	X
<b>Marketing</b>	Principles of Business, Marketing, and Finance	X	X
	Advertising	X	X
	Sports & Entertainment Marketing	X	X
	Social Media Marketing	X	X
<b>Finance</b>	Principles of Business, Marketing, and Finance	X	X
	Money Matters	X	X
	Accounting I	X	X
	Accounting II	X	X
<b>Education &amp; Training</b>	Principles of Education & Training	X	X
	Human Growth and Development	X	X
	Ready, Set, Teach !!	X	X
<b>Law &amp; Public Safety</b>	Principles of Law, Public Safety, Corrections & Security	X	X
	Forensic Science	X	X
	Law Enforcement I	X	X
	Law Enforcement II	X	X
<b>Health Science</b>	Principles of Health Science	X	X
	Medical Terminology	X	X
	Health Science Theory	X	
	Anatomy & Physiology	X	X
	Practicum in Health Science - CNA	X	
	Practicum in Health Science - Pharm	X	

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## Classroom Safety Protocols

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It is our primary goal to ensure that students have a safe learning environment. In CTE classrooms, specialized equipment may be used. Based on guidelines from the industry, TEA, CDC and LHISD, CTE teachers will follow updated safety procedures and students will be taught and expected to follow the procedures. As safety guidelines continue to change depending on the nature of the public health situation, we will continue to monitor and adjust as needed.

### Work-Based Learning / Internships

Some CTE courses require a student internship or require students to participate in learning activities at a work site. Due to the current public health situation, some internships or student work sites may not allow students onsite. If students are unable to complete internship or work hours, alternative options will be provided to complete their LHISD coursework. However, it may not be possible to complete some industry certifications without the required internship or work experience hours.

If students are allowed to participate in an internship or off-site work experience, students and parents/guardians will be required to complete additional documentation (work with course instructors for permission slips) to allow student participation. Students will be required to follow the safety protocols utilized by the internship site.

### Ag Shop - Welding and Construction

In addition to the safety protocols utilized in every LHISD classroom, the ag. shop will follow these additional guidelines:

- Practice safety protocols while working in shop including gloves (required for shop work) and masks
- One student at a time working at each workstation (tool)
- Disinfect surface areas between students
- Each student will be provided with their own safety glasses, welding helmet, and gloves.
- Welding shirts will be a required purchase from each student.

### Ag Barn Safety Protocols

In addition to the safety protocols utilized in every LHISD classroom, the ag. barn will follow these additional guidelines:

- Limit risk of exposure by maintaining social distancing throughout all activities conducted at each LHISD ag barn.
- Emphasize personal hygiene such as hand washing and use of hand sanitizer upon entry and exit of any ag barn.
- Implement routine and enhanced cleaning and sanitization of equipment, ag barns, trucks and trailers.
- Plan and communicate safe access to facilities to minimize personal interaction and facilitate social distancing.

### Culinary Arts

The Culinary Arts program will follow the CDC, TEA and Texas Restaurant Association guidelines to ensure proper food handling safety and kitchen safety.

- Practice safety protocols during food preparation including gloves and masks
- Take temperatures of students working in the kitchen
- Additional spacing between workstations
- Use of disposable items when available
- Mandatory stops throughout class for hand washing, sanitizing and disinfecting
- Use of stainless-steel utensils and food preparation equipment when available
- Sanitize all equipment with 185-degree sanitizing setting on dishwasher

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## **Engineering and Robotics Protocols**

In addition to the safety protocols utilized in every LHISD classroom, the Health Science classrooms will follow these additional guidelines:

- Limit risk of exposure by maintaining social distancing throughout all activities conducted.
- Emphasize personal hygiene such as hand washing and use of hand sanitizer upon entry and exit of the classroom.
- Implement routine and enhanced cleaning and sanitization of equipment..
- Plan and communicate safe access to facilities to minimize personal interaction and facilitate social distancing.

## **Health Science Protocols**

In addition to the safety protocols utilized in every LHISD classroom, the Health Science classrooms will follow these additional guidelines:

- Limit risk of exposure by maintaining social distancing throughout all activities conducted.
- Emphasize personal hygiene such as hand washing and use of hand sanitizer upon entry and exit of the classroom.
- Implement routine and enhanced cleaning and sanitization of equipment..
- Plan and communicate safe access to facilities to minimize personal interaction and facilitate social distancing.

## **Veterinary Technician Protocols**

In addition to the safety protocols utilized in every LHISD classroom, the Veterinary Technician classrooms will follow these additional guidelines:

- Limit risk of exposure by maintaining social distancing throughout all activities conducted.
- Emphasize personal hygiene such as hand washing and use of hand sanitizer upon entry and exit of the classroom.
- Implement routine and enhanced cleaning and sanitization of equipment..
- Plan and communicate safe access to facilities to minimize personal interaction and facilitate social distancing.

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## Remote Classroom Considerations

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It is our primary goal to ensure that students have a safe learning environment. In CTE classrooms, specialized equipment may be used. Based on guidelines from the industry, TEA, CDC and LHISD, CTE teachers will follow updated safety procedures and students will be taught and expected to follow the procedures even if the student is participating remotely. Coursework may require the completion of labs or the use of additional equipment to complete course activities. Students are encouraged to work with their course instructors and meet all classroom expectations.

### **Animation - Remote Classroom**

Students in the animation courses will need to work with course instructors and technology to ensure devices will support a cloud based operating system for course applications. If students are unsure of their device capabilities, please contact the course instructor for more guidance.

### **Culinary Arts - Remote Classroom**

Introduction to culinary arts requires the completion of lab activities to meet state standards. Lab activities include the demonstration of proper knife skills and other culinary skills. These labs are simple labs utilizing devices and ingredients found in most homes. If students will need assistance to complete the course requirements, please contact the course instructor.

### **Education Training - Remote Classroom**

Students in the education and training courses can participate in all coursework remotely. Students who would normally participate in “live” site visits will be provided videos for the observation component of the course. An additional requirement will involve students submitting videos of themselves teaching mini lessons. All lessons can be completed remotely.

### **Engineering - Remote Classroom**

Students in the engineering courses will need to work with course instructors and technology to ensure devices will support proper application and system requirements. For specific considerations for the remote learning environment see [Remote Learning for Engineering and Robotics Considerations](#).

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