



NINEVEH-HENSLEY-JACKSON UNITED SCHOOL CORPORATION

802 South Indian Creek Drive, Trafalgar, IN 46181

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Indian Creek Schools

6 May 2013

TO: Laura Showalter, Executive Assistant/Communications Specialist

FROM: Andy Cline, Director of Learning and Instruction *AC*

RE: Additions to NHJ USC (4255) Secondary Program Inventory

Laura,

I have attached the form for a three additions. They are 4784, 5258 and 4534. A teacher has not been hired by the high school administration at this time to teach the 4784 course for the 2013 - 2014 academic year.

As directed, I have not completed sections 1, 2, 3, 8 and 9.

Please let me know if you need anything further.

ac

Notification of Changes To Secondary Career and Technical Education Course Offering(s)

1. School

School #	3419	School Name	Indian Creek High School
Corp #	4255	School Corporation Name	Nineveh-Hensley-Jackson United School Corporation

2. Area CTE District

Member of Area CTE District?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Area CTE District #	37
Area CTE District Name	Central Nine Career Center

3. Anticipated Start Date: August, 2013

4. Course Titles to be added or removed:

Add/ Remove	IDOE Course #	IDOE Course Title (state-approved course titles required)	Indiana College & Career Pathway(s) in which course will be used
ADD	4784	Introduction to Manuf.	Welding
ADD	5258	Financial Services	Business & Marketing
ADD	4534	Computer Programming I	Business & Marketing

5. Teacher(s):

Course #	Teacher Last Name	First Name	MI	Teacher License #
4784	TBD	TBD		TBD
5258, 4534	Wilson	Rex		1240388

6. The applicant assures:

- a. The course/program is available to all students of legal age.
- b. Compliance with all rules, policies and regulations governing Career & Technical Education.
- c. An advisory board for this program is established and meets at least annually to ensure that :
 - a. State standards for each course have been reviewed and are in compliance,
 - b. Resources (including facilities, equipment, software, etc.) are appropriate, and
 - c. Curriculum and assessment strategies are appropriate.

7. Verification of approval to add/remove CTE courses:

- Attach minutes of the school board or Area CTE District governing board/meeting in which the addition/removal of CTE course(s) was approved, or
- Provide the names and signatures of the members of the governing board verifying that that the addition/removal of the CTE courses was approved by the governing board.

8. Required signature(s):

<i>By my signature below, I verify that the Governing/Management Board has approved the addition or removal of the CTE courses listed in this document and that the assurances listed above will be met:</i>			
Governing Board Chair Name	William Maschmeyer		
Signature			Date 5/9/13
E-mail	maschmeyerb@franklinschools.org		Phone 317-738-5800

9. Contact information:

Name	Andy Cline	Position	Director of Learning & Instruction
E-mail	acline@nhj.k12.in.us	Phone	
Mailing address	802 S. Indian Creek Drive		
City	Trafalgar	ST IN	Zip-Code 46181