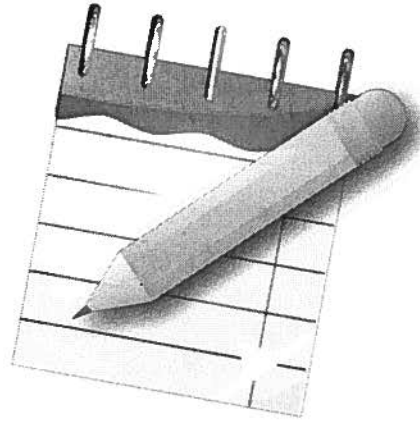


# TEACHERS IN INDUSTRY FOR EDUCATIONAL SUPPORT SCHOOL DISTRICT OF MANATEE COUNTY



**GOAL:** Teachers will gain current information about all aspects of an industry; update educational knowledge in a technical field; interact directly with various local business/industry representatives; identify the skills needed by high school graduates entering the workplace; and develop new teaching strategies to integrate vocational and academic content to enrich their classrooms with “real world” technologies.

## **Requirements include:**

- ✓ Complete the TIES internship work experience
- ✓ Submit a Project Evaluation Report
- ✓ Submit a Non-Contracted Hourly Payroll Sheet with hours worked
- ✓ Submit a Power Point presentation and CD
- ✓ Submit a photograph of the teacher at the training site with employer(s) of the business/industry
- ✓ Submit an Individual In-service Request Form to staff development
- ✓ Submit appropriate Perkins legislative letters of support (5)
- ✓ Submit 5 lesson plans focusing on their experience

**School Board of Manatee County**  
**TIES**  
**Information Sheet**

**Goal:** To gain current information about all aspects of an industry; update knowledge in a technical field; interact directly with various local business/industry representatives; identify the skills needed by high school graduates entering the workplace; and develop new teaching strategies to integrate vocational and academic content to enrich classrooms with “real world” technologies.

The following are specific guidelines:

1. TIES is a voluntary in-service program for Manatee County ACT teachers.
2. The TIES Program is funded by a federal grant under the Carl D. Perkins Vocational and Technical Education Act.
3. Employers may be any private or public employers, excluding businesses owned or operated by relatives of applicants and the employer must be located off School Board property. The business/industry TIES internship activities are to **relate directly to the teaching assignment of the CTE teacher.**
4. The Department of Adult, Career and Technical Education, in partnership with teacher participants, will locate a business/industry willing to participate and work with the teacher participant to complete the training agreement (see attached). Specific duties and responsibilities to be assumed by the ACT teacher at the business/industry site need to be clearly delineated on the training agreement.
5. For technical assistance completing your TIES application and training agreement call the Secondary Vocational Program Specialist.
6. The TIES Internship work experience will be a maximum of 80 hours and **MUST** be completed by June 30, 2010. Paperwork is due by June 22, 2010.
7. A Power Point presentation, directed toward use with students in the classroom, will be the capstone activity of the internship. Interns will complete this activity within the 80 hours within the program.
8. Applications must be received by **March 17, 2010** at 4:30 p.m. Send completed applications and training agreements (with all required signatures) to the ACT secretary, Adult, Career and Technical Education Department. (Faxed applications and/or training agreements will **not** be accepted.)

9. Teacher participants' rate of pay will be in agreement with the master contract. All approved participants will receive the approved rate of pay up to 80 hours depending on the number of participants and monies available. Salaries and benefits will be paid through Carl D. Perkins federal vocational grant funds.
10. The TIES internship must be completed under the supervision of an employer. If at any time the teacher determines that he or she is unable to utilize any approved TIES hours, the Adult, Career and Technical Education Department must be notified immediately.
11. Teacher participants will be paid after the satisfactory completion of their TIES portfolio and all project requirements. Those requirements include:
  - Complete the TIES internship work experience
  - Submit a Project Evaluation Report
  - Submit Hours Worked in Business and Industry Form
  - Submit a Power Point presentation
  - Submit a photograph of the teacher at the training site with employer(s) of the business/industry
  - Submit appropriate Perkins legislative letters of support (5)
  - Submit 5 lesson plans focusing on this experience
12. Teachers may receive in-service credit for their participation in TIES by completing and submitting appropriate documentation to the Staff Development Department.
13. No substitute pay will be allowed.
14. Teacher participants will be limited to **one year** at any one site.
15. Teachers may not work for the School District of Manatee County thru TIES.
16. Past participants are a great resource to talk to about the TIES internship.