

Special Course and Special Program of Study 2023-24 ePlan Application Questions Preplanning Document

Document Purpose: The questions below are previously approved questions for the special course and special programs of study applications. For the 2023-24 school year the applications will be completed in ePlan. The questions below are categorized by ePlan sections; however, the format will appear in ePlan accordingly. This document will be available on the TDOE website under the “For Districts” tab ahead of the application opening, so that districts may preplan their responses.

Note: There are several statements of assurance included in this application. Applicants must agree to comply with all federal and state laws, including those related to the use of unapproved materials, prohibitions against use of Common Core materials, and Prohibited Concepts. See, e.g., T.C.A. § 49-6-2206, T.C.A. § 49-6-1019, and State Board Rule 0520-12-04.

Approvals Requested: 1. Question language 2. Document for TDOE website

Cover Page
School district name
Are you a charter school?
District contact name
Contact email
Contact phone number (include extension)
Secondary contact name
Secondary contact email
District CTE director name
CTE director email
CTE director phone

Academics Course Details
Which content area best describes academic course 1? 01= English Language and Literature 02= Mathematics 03= Life and Physical Sciences 04= Social Studies and History 05= Visual and Performing Arts 07= Religion 08=Physical Health and Safety Education 22= English Language Development (use for ESL) 23= Early Childhood (non CTE) 24= Foreign Language and Literature

25= Non-subject specific

27= Special populations (only used for special courses)

28= Philosophy

Course Name

Be specific and include district name in the course title.
(name+district)

Course level

Level 1 (Introduction); Level 2 (Intermediate); Level 3 (Advanced)

Course Justification

Respond why this course should be offered to your students. Be thorough and specific. Your responses will be read by State Board of Education members pending approval.

Course Description

Describe the course content and overview of the material to be taught. Be thorough and specific. Your responses will be read by State Board of Education members pending approval.

Required teacher endorsements

Include all that apply to the specific course content. At least one selection must be made.

Pre-requisite course(s)

When will this course be offered?

Semester; year-long

Credit

0.5 or 1.0

Will any portion of this course be delivered online?

Online delivery will be:

Synchronous

Asynchronous

Combination of synchronous and asynchronous

Course Development

Describe if it is a for-profit course; if so, which one, specifically. Explain if the idea, structure, and curriculum was district developed or modeled from an existing for-profit course.

List the names and titles of individuals who developed this course.

Certify that you have attached in the required documents folder all appropriate references to Tennessee Academic Standards.

CTE Program of Study Details: Year 1 Course

To accurately report Perkins V concentrator data, courses must be included in an approved program of study. Courses within a program of study must have an identified level.

As you proceed through this application, for each course level, you will be asked to identify if the course is a special course or a current, state-wide course with an active course code that begins with C, G, or S. If you are applying for a special program of study using active, statewide course codes, you will simply enter those codes when asked. If you have any questions, please email CTE.Standards@tn.gov (<mailto:CTE.Standards@tn.gov>).

Which career cluster best describes CTE course 1?

- Advanced Manufacturing
- Agriculture, Food, & Natural Resources
- Architecture & Construction
- Arts, AV Technology, & Communications Business
- Management & Administration
- Education & Training
- Finance
- Government & Public Administration
- Health Science
- Hospitality & Tourism
- Human Services
- Information Technology
- Law, Public Safety, Corrections, & Security
- Marketing, Distribution & Logistics
- STEM
- Transportation

Is this an isolated course; meaning it is not part of a current SPOS nor will it be part of a future SPOS?

Is this course intended to be year 1 of a future SPOS (not yet applied for)?

Is this course's purpose intended to gauge student interest in a potential program of study?

SPOS name

Provide a clear rationale for proposed SPOS.

Identify the occupation(s) and careers aligned to this SPOS and summarize and interpret the local/regional job outlook for the identified occupation(s)/career(s), including labor market data and citation of multiple sources.

I have uploaded the market data summary document to the required documents section of this application on an official district letterhead document.

Which early postsecondary opportunities (EPSOs) are available for this SPOS? *

Advanced Placement (AP)
Cambridge International
College Level Examination Program (CLEP)
Dual Enrollment (DE)
International Baccalaureate (IB)
Local Dual Credit
Statewide Dual Credit (SDC)
Industry Credential (including industry certifications)
EPSOs are not available for this SPOS.

SPOS Aligned Postsecondary Pathways *

Explain the local/regional postsecondary programs and industry certifications students expect to pursue upon completion of this SPOS at all types of postsecondary (TCAT, community college, four-year). Specify each institution where aligned programs are available (ex: TCAT-Anytown).

List the names and titles of the individuals who developed this SPOS.

Does this SPOS begin in Year 1 or Year 2? *

Note: All SPOS must have 3-4 courses, in course level sequence.

Year 1 (Introduction)

Year 2 (Intermediate)

Year 1 Course Type*

- Special Course (included in this application)
- Statewide Course (begins with C, G, or S)
- Previously approved and active special course code (begins with Y)

What is the course code if previously approved special course?

Enter current, active course code

Course Name

Year 1 Course Description

Course description will be added to the online course catalog and is required to be clear, descriptive, and thorough.

List all teacher endorsements that apply to Level 1 Intro course:

<p>Course credit 0.5 credit 1 credit</p>
<p>Year 1 Pre-requisite course(s)</p>
<p>When will this Year 1 course be offered? Semester Year long</p>
<p>Will any portion of this Year 1 course be delivered online? Online delivery will be: * Synchronous Asynchronous Combination of synchronous and asynchronous</p>
<p>What is the rationale for offering this Year 1 introduction special course?</p>
<p>Describe how this course was developed.</p>
<p>List the names and titles of individuals who developed this course.</p>
<p>Which early postsecondary opportunities (EPSOs) are available for this Year 1 course? Advanced Placement (AP) Cambridge International College Level Examination Program (CLEP) Dual Enrollment (DE) International Baccalaureate (IB) Local Dual Credit Statewide Dual Credit (SDC) Industry Credential (including industry certifications)</p>
<p>Year 1 course standards are uploaded to the required documents section and include all appropriate references to Tennessee Academic Standards.</p>

CTE Program of Study Details: Year 2 Course

To accurately report Perkins V concentrator data, courses must be included in an approved program of study. Courses within a program of study must have an identified level.

As you proceed through this application, for each course level, you will be asked to identify if the course is a special course or a current, state-wide course with an

active course code that begins with C, G, or S. If you are applying for a special program of study using active, statewide course codes, you will simply enter those codes when asked. If you have any questions, please email CTE.Standards@tn.gov (mailto:CTE.Standards@tn.gov).

Year 2 Course Type

Special Course (included in this application)

Statewide Course (begins with C, G, or S)

Previously approved and active special course code (begins with Y)

What is the course code if previously approved special course?

Enter current, active course code

Course Name

Course Description

Course description will be added to the online course catalog and is required to be clear, descriptive, and thorough.

List all teacher endorsements that apply to Year 2 course.

Course Credit

0.5 credit

1 credit

List any pre-requisite course(s)

When will this course be offered?

Semester

Year long

Will any portion of this course be delivered online?

Online delivery will be:

Synchronous

Asynchronous

Combination of synchronous and asynchronous

What is the rationale for offering this Year 2 special course?

Describe how this course was developed.

List the names and titles of individuals who developed this course.

Which early postsecondary opportunities (EPSOs) are available for this Year 2 course?

Advanced Placement (AP)
Cambridge International
College Level Examination Program (CLEP)
Dual Enrollment (DE)
International Baccalaureate (IB)
Local Dual Credit
Statewide Dual Credit (SDC)
Industry Credential (including industry certifications)

Course standards are uploaded to the required documents section and include all appropriate references to Tennessee Academic Standards.

CTE Program of Study Details: Year 3 Course

To accurately report Perkins V concentrator data, courses must be included in an approved program of study. Courses within a program of study must have an identified level.

As you proceed through this application, for each course level, you will be asked to identify if the course is a special course or a current, state-wide course with an active course code that begins with C, G, or S. If you are applying for a special program of study using active, statewide course codes, you will simply enter those codes when asked. If you have any questions, please email CTE.Standards@tn.gov (<mailto:CTE.Standards@tn.gov>).

Year 3 Course Type

Special Course (included in this application)

Statewide Course (begins with C, G, or S)

Previously approved and active special course code (begins with Y)

What is the course code if previously approved special course?

Enter current, active course code

Course Name

Course Description

Course description will be added to the online course catalog and is required to be clear, descriptive, and thorough.

List all teacher endorsements that apply to Year 3 course.

Course Credit

0.5 credit

1 credit

List any pre-requisite course(s)

When will this course be offered?

Semester

Year long

Will any portion of this course be delivered online?

Online delivery will be:

Synchronous

Asynchronous

Combination of synchronous and asynchronous

What is the rationale for offering this Year 3 special course?

Describe how this course was developed.

List the names and titles of individuals who developed this course.

Which early postsecondary opportunities (EPSOs) are available for this Year 3 course?

Advanced Placement (AP)

Cambridge International

College Level Examination Program (CLEP)

Dual Enrollment (DE)

International Baccalaureate (IB)

Local Dual Credit

Statewide Dual Credit (SDC)

Industry Credential (including industry certifications)

Course standards are uploaded to the required documents section and include all appropriate references to Tennessee Academic Standards.

CTE Program of Study Details: Year 4 Course

To accurately report Perkins V concentrator data, courses must be included in an approved program of study. Courses within a program of study must have an identified level.

As you proceed through this application, for each course level, you will be asked to identify if the course is a special course or a current, state-wide course with an active course code that begins with C, G, or S. If you are applying for a special program of study using active, statewide course codes, you will simply enter those codes when asked. If you have any questions, please email CTE.Standards@tn.gov (<mailto:CTE.Standards@tn.gov>).

Year 4 Course Type

Special Course (included in this application)

Statewide Course (begins with C, G, or S)

Previously approved and active special course code (begins with Y)

What is the course code if previously approved special course?

Enter current, active course code

Course Name

Course Description

Course description will be added to the online course catalog and is required to be clear, descriptive, and thorough.

List all teacher endorsements that apply to Year 4 course.

Course Credit

0.5 credit

1 credit

List any pre-requisite course(s)

When will this course be offered?

Semester

Year long

Will any portion of this course be delivered online?

Online delivery will be:

Synchronous

Asynchronous
Combination of synchronous and asynchronous

What is the rationale for offering this Year 4 special course?

Describe how this course was developed.

List the names and titles of individuals who developed this course.

Which early postsecondary opportunities (EPSOs) are available for this Year 4 course?

Advanced Placement (AP)
Cambridge International
College Level Examination Program (CLEP)
Dual Enrollment (DE)
International Baccalaureate (IB)
Local Dual Credit
Statewide Dual Credit (SDC)
Industry Credential (including industry certifications)

Course standards are uploaded to the required documents section and include all appropriate references to Tennessee Academic Standards.

Assurances

A public charter school shall certify that it has provided written notice to its authorizer of its intent to seek approval of the special course. Documentation may be requested verifying the notification to the authorizer.

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

We understand that district special courses will not satisfy the “third lab science” graduation requirement.

Consider using State Board approved standards for Scientific Research (G03H35) as it will satisfy the third lab science requirement, does not require a special course application, and a student may earn this credit multiple times for a series of special courses.

I understand that special courses and special programs of study courses are only for 9-12 grade students and are considered elective courses.

We agree to comply with all state laws pertaining to use of unapproved materials, including prohibitions against the use of Common Core materials. **See, e.g., T.C.A. § 49-6-2206.** We verify that this application for a special course or special program of study is not in conflict with any law relative to Common Core prohibitions.

We agree to comply with all state laws pertaining to Prohibited Concepts. **See, e.g., T.C.A. § 49-6-1019 and State Board Rule 0520-12-04.** We verify that the Prohibited Concepts set forth in law will not be taught within this special course or special program of study.

We verify that we have proposed this course to our local board of education and the members of the board agree to allow this course to be offered within our district. Include the date this/these course(s) was/were presented to your local board of education and appear on an official agenda. You may be asked to provide a copy of the meeting minutes at a later date.

Required Documents

CTE Market Data summary

Must be submitted on a district letterhead document with a title that includes "Market data + SPOS title"

Upload
Word, PDF

Course Standards Download Template

Course Standards Upload Document