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TECHNICAL ASSISTANCE PAPER

**Identifying Career Academies and
Reporting Career Academy Student Information**

Purpose

The purpose of this paper is to provide technical assistance regarding the new 2006-2007 reporting requirements for the Master School Identification (MSID) file's career academy identifier and the *Career Academy Participant* data element.

New state legislation drives this effort to collect more accurate detailed information on the state's career academies and students attending those academies. The 2006 Florida Legislature passed An Act Relating to Education, more commonly known as the A++ Bill. The bill defines and describes career and professional academies. Section 27 created s.1003.493, Florida Statutes which defines a career and professional academy as a "research-based program that integrates a rigorous academic curriculum with an industry-driven career curriculum."

Background

Since 1993, the Florida Department of Education (FLDOE) has recognized the career academy model as a comprehensive approach to school restructuring at the secondary level. Career academies are designed to help young people become more engaged in school and prepare them for postsecondary education and/or additional training and employment. The approach is increasingly popular with educators who are searching for successful secondary school organizational structures; curricular innovations; and a defined role for employers to enhance, strengthen, and link the academic with career and technical preparation of students.

The 2005 Florida Legislature appropriated \$6,000,000 for the SUCCEED, Florida, Career Paths program to support the development of new career academies in Florida. Thirty nine projects were funded in 2005. Funding support continued in 2006 as the Legislature appropriated \$2,100,000 for continuation funding of the 2005 SUCCEED, Florida recipients and \$3,460,927 for support of new academies in the state.

Recently, the Office of Program Policy Analysis and Government Accountability (OPPAGA) released a report (No. 06-55) on career academies in Florida entitled, "More Than Half of the State's School Districts Have Career Academies, Most Operating in 2004-05 Incorporated Nationally Recognized Core Elements." The report provides baseline data to examine where Florida's career academies are in their development. The report may be viewed at www.oppaga.state.fl.us.

In this report, OPPAGA has recommended that FLDOE regularly collect, verify, and report career academy student data to identify which of the state's students are enrolled in a career academy, the school identification number where students attend career academy courses and the career cluster area in which each career academy student is enrolled. This will ensure that FLDOE has the information necessary to make funding recommendations and program policy decisions as well understand career academy student outcomes.

Reporting Information on the Master School ID (MSID) File

Beginning with the 2006-2007 school year, the MSID file will include two new elements to identify and provide information about schools with career academies. The first element (Career Academy) indicates the number of career academies at a school and the second element (Career Academy Type) indicates the type of structure (school within a school or wall-to-wall/school-wide) used for career academies at the school.

Career academies are characterized by three, nationally recognized core elements - (1) a small learning community comprised of a subset of students within a larger high school; (2) a college preparatory curriculum with a career theme; and (3) partnerships with the local community, employers, and postsecondary institutions. Whether or not a high school has implemented the nationally recognized core elements will guide the decision as to whether or not to identify the school as having one or more career academies on the MSID file. FLDOE is developing a career academy "certification" process that will provide definitive criteria to assist districts in identifying schools that have one or more career academies.

A school with one or more career academies should be reported as a school within a school type if the career academy is part of an existing high school that provides courses in one or more occupational clusters. The wall-to-wall/school-wide model exists when the total school configuration provides multiple academies each structured around an occupational cluster. In this type, every student in the school is in a career academy.

Reporting Career Academy Participants

Since 1998-99, school districts have been reporting to the FLDOE, via the Automated Student Information System, whether a grade 9-12 student participated in a career academy during the school year. This reporting was done using the *Career Academy Participant* data element on the Student End of Year Status format in August each year. For 2006-07 this data element has been moved to the Federal/State Indicator Status format and is reported three

times a year rather than once. Districts are now required to report the *Career Academy Participant* information for survey periods 2 (October 2006), 3 (February 2007) and 5 (End-of-Year).

In addition, for 2006-2007, the *Career Academy Participant* data element was revised to reflect the updated definition of a career academy and to enable districts to identify a career academy student by an appropriate Career Cluster designation. The 2006-2007 data element may be viewed at: http://www.firn.edu/doe/eias/dataweb/student_0607.htm#-C- The data element definition and codes are provided below.

Career Academy Participant data element:

Indicate the identified Career Cluster for the Career Academy a student participated in during the current reporting year.

A career academy is identified by the following characteristics:

- 1) It is a comprehensive high school or “wall to wall” structure (all students are enrolled in an academy under this scenario) or it is a “school within a school” academy structure.
- 2) Students are taught both academic and technical curricula within the context of an industry or career area.

The Career Clusters and corresponding codes are listed below:

<u>Code</u>	<u>Cluster Name</u>
A	Agriculture, Food & Natural Resources
B	Architecture & Construction
C	Arts, A/V Technology & Communications
D	Business, Management & Administration
E	Education & Training
F	Finance
G	Government & Public Administration
H	Health Science
I	Hospitality & Tourism
J	Human Services
K	Information Technology
L	Law, Public Safety & Service
M	Manufacturing
O	Marketing, Sales & Service
P	Science, Technology, Engineering & Mathematics
Q	Transportation, Distribution & Logistics
Z	Career Academy Student without a selected Career Track
N	None. The student did not participate in a Career Academy during the current reporting year.

It is important to note that there must be consistency between information contained in the MSID file and the *Career Academy Participant* reporting. Information sent to the FLDOE that indicates that a student participated in a Career Academy will not be accepted if there is no career academy identified on the MSID file for the student's school of record. In order for the data to be accepted, the career academy identifier on the MSID file must be flagged as either 1) school within a school or 2) wall-to-wall/school-wide.

Programs and Courses Linked to Career Clusters

In anticipation of numerous questions from the field, the Division of Community Colleges and Workforce Education has correlated all Career and Technical Education programs identified in the 2006-2007 Course Code Directory to the 16 Career Clusters. Appendix A, **Career Academy Participant: Career and Technical Education Program-Career Clusters Linkage**, may be used as a guide to assist in the appropriate Career Cluster designation. In addition, all basic education subject areas have been matched with the appropriate Career Cluster. For career academy students who participate in career and technical education programs, Appendix A will be useful. For those career academy students who participate in basic education courses, use the table below to guide decisions.

Basic and Adult Education (Course Code Directory)	Career Cluster
Art/Visual Arts	Arts, A/V Technology & Communication
Computer Education	Information Technology
Dance	Arts, A/V Technology & Communication
Drama/Theatre Arts	Arts, A/V Technology & Communication
Foreign Languages	Arts, A/V Technology & Communication
Humanities	Arts, A/V Technology & Communication
Language Arts	Arts, A/V Technology & Communication
Library Media	Information Technology
Mathematics	Science Tech Engineer and Math
Music	Arts, A/V Technology & Communication
Physical Education	Human Services
Science	Science Tech Engineer and Math
Social Studies	Government & Public Administration

Questions & Answers

1. **My district's secondary technical center has been renamed "The Academy for Technical Careers." The school still operates as a stand alone technical center where students receive their academics at their base high school and take their career and technical education courses at the center. Should our school report the "career academy" identifier on the MSID file?**

No. Career Academies are smaller learning communities where students take their academic and career-themed courses together as a cohort. Teachers within a career academy have common planning time in which to coordinate the academic and career subject matter.

2. **My academy has not fully implemented the core elements that distinguish career academies from other magnet programs. Should I report the "career academy" identifier on the MSID file?**

Yes. As long as you acknowledge the core elements and are in the process of further implementing those core elements into the academy.

3. **If students are enrolled in a career academy but do not have specific career and technical education (CTE) courses within their schedule this year or this reporting period, do they get reported?**

Yes. They are to be reported as a career academy participant. The FLDOE is trying to capture information about the school sites and the students who are enrolled in an academy. For example, if a student is enrolled in an "Academy of Health Professions" but not taking any career and technical related courses during this reporting period, you would still report the student using cluster code "H" for Health Science.

4. **Do students need to take career and technical education (CTE) courses at all to qualify as a career academy?**

No. The courses that are in the program of study for an academy are determined by the career theme. Most career academies have CTE course(s) within the sequence and theme but there are some exceptions. In some cases, (for example, the arts) the career-themed program of study courses come from the basic education courses in the Course Code Directory. The purpose of a career academy is to have rigorous instruction within the context of a career theme.

5. Is there an easy way to match academy programs of study with the required career cluster identification?

Yes. Appendix A is an Excel spreadsheet listing every career and technical education program in the 2006-2007 Course Code Directory and its corresponding career cluster and code. The chart located in the "Programs and Courses Linked to Career Clusters" section lists the basic education subject areas with the corresponding career cluster.

6. My school has an Academy of Public Administration and we only have basic education courses in our program of study. Do we report this?

Yes. These students are to be reported as career academy participants. The FLDOE is trying to capture information about the school sites and the students who are enrolled in an academy. In addition, you would select code "G" for Government and Public Administration as that is the appropriate career cluster for this academy. See the chart in the "Programs and Courses Linked to Career Clusters" section to identify basic education subject area career clusters.

7. All of our 9th graders are enrolled in a "Freshman Success Academy" and next year they will be required to enroll in one of four career-themed academies offered at our school. What Career Cluster code should be used in this scenario?

For this reporting period, 9th graders would be reported as Career Academy Participants using code "Z" (Career Academy Student without a selected Career Track) for Career Cluster identification.

8. Do all secondary CTE programs get reported in this manner?

No. Most high schools offer CTE programs that are not organized within an academy structure. Only CTE programs offered in an academy would be reported in this manner.

9. All of the career academy participant student records at one school were rejected. What is the problem?

In all likelihood, the FLDOE Master School ID file does not reflect that your school has a career academy. The district's MSID contact person must properly report to the FLDOE the career academy status of the school to ensure that this information has been properly recorded in the MSID file prior to reporting the Career Academy Student Participant information.

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