

NEW COORDINATOR OUTSTANDING SCHOOL RECOGNITION RATING SHEET

School Name: _____ Coordinator Name: _____

EVALUATION CRITERIA	Possible Points	Points Earned
Publicity (Minimum 4 publicity items @ 2 points each) CTI student/program publicity appearing in: the local or school paper, newsletters (CTI Newsletter/County CTAE Newsletter), school/county website, FaceBook, Twitter, Instagram, etc. All publications must appear in print and make reference to CTI in order to be valid for points.	8	
School Projects (Minimum 1 school project @ 4 points) Photos and explanations should show CTI students involved in an activity that benefits the entire school. Examples: landscaping, blood drives, career day, etc.	4	
Work Experience (Minimum 2 students @ 3 points each) Briefly describe the work-based learning program and include student success stories. Include CTI student name, name of work site, photos of student at work, and copy of timecard or employer evaluation.	6	
Youth Chapter Activities (Minimum 2 activities @ 2 points each) CTI student involvement in other youth organizations (DECA, FBLA, FCCLA, FFA, HOSA, Skills USA, TSA, or other organizations). Document with CTI student's name, CTSO, description of activity & photos.	4	
Community Project (Minimum 1 project @ 10 points) Demonstrate support of the local community by CTI students with special project or support activities. Provide description of project documented with photos. This activity must be planned, implemented and evaluated by the CTI students. Examples: Adopt a Street, Relay for Life, etc.	10	
Individual Student Achievements (Minimum 5 @ 2 points each) Discuss the CTI student's achievements, large or small. School, family and community achievements are acceptable. Collective or group achievements may be included.	10	
Local Appreciation Function (Minimum 1 @ 10 points) Function should include parents, school personnel, advisory councils, employers, or sponsors, etc. CTI students must be involved in planning and implementation. Provide a description of the function with photo documentation of the planning, execution, and function. Include printed program, publicity release, etc.	10	
Public Appearances (Minimum 2 @ 4 points each) Appearances must be by CTI staff or students. Describe each appearance and document with photos. Examples: Open House, Parade, Special Olympics, Relay for Life, Parent Night, School Board presentation, Governmental or civic group presentation, etc.	8	
Recreational Activities (Minimum 2 @ 3 points each) Describe each activity and document with photos. Activities may take place at school. Examples: bowling, softball, cookouts, parties, dances, Emerging Leaders event, etc..	6	
Career/Technology Tour/Field Trips/Visitations (Minimum 4 @ 3 points each) Describe each experience and document with photos. Examples: Field trips to local industries, hospitals, job fairs, post-secondary schools, etc. Visits to Warm Springs may be included.	12	
Participation in CTI Fall Leadership Conference Provide the following documentation: <ol style="list-style-type: none"> 1. School's attendance at annual Fall Leadership Conference. Include certificate and receipt as verification. (6 pts.) 2. Photos (3 pts.) 3. Student Evaluation (3 pts.) 	12	
Overall Presentation of Notebook Examples include: Grammatical Presentation, Neatness, Organization, Appearance, etc. Points will be deducted at judge's discretion but no more than 10 may be deducted.	10	
Point Deductions: NO TITLE PAGE (-10 POINTS) NO PAGE NUMBERS OR INCORRECT PLACEMENT (-10 POINTS) NO VERIFICATION SIGNED BY PRINCIPAL OR CTAE DIRECTOR (-	-10 -10 -10	
FINAL SCORE	100	
COMMENTS: 		

