

SCHOOL ALLOCATION MEMORANDUM NO. 69, FY 2017

DATE: August 29, 2016

TO: Community Superintendents
High School Superintendents
Field Support Center Teams
School Principals

FROM: Raymond J. Orlando, Chief Financial Officer

SUBJECT: Career and Technical Education in Academic High Schools

This memorandum funds Career and Technical Education (CTE) programs in non-CTE designated high schools. Whereas CTE high schools receive resources in Fair Student Funding (FSF) based on the relative cost factors necessary to operate different CTE programs of study, traditional academic high schools do not receive funding through those student need weights for their CTE programs. This allocation will enable academic high schools to offer high quality CTE programs, and provide for long-term sustainability.

CTE programs in academic, specialized, and audition schools have been selected based upon their commitment to, and continued development of, high quality CTE programs, and the need to properly fund all aspects of their CTE programs as required by NYSED. These schools have funded existing programs with FSF and Vocational and Technical Education Act (VTEA) grant funds.

With an emphasis on the expansion and improvement of CTE programming, funds will now support the higher cost to provide their staff/students with the CTE experiences necessary to maintain a high quality CTE program. Funding will be allocated in a tiered structure that addresses significant factors in CTE programming, such as CTE class-size requirements, and costs for equipment and consumable materials, industry training for teachers, student work experiences, lab upgrades and start-up. Schools receiving these funds must dedicate these resources for the overall improvement and growth of CTE in their school. No school with a 2016-2017 FSF Percent greater than 100% will receive additional funding.

Schools which receive FSF Specialized Academic or Specialized Audition Portfolio per pupil funding will receive a reduced CTE per capita, given that these schools already receive incremental per pupil funding through the formula, but also bear additional incremental costs relative to other specialized schools without CTE programs.

These supplemental CTE funds may only be used for the following categories of expenditure:

- Equipment
- Supplies and materials
- Per session funding for CTE teacher training (externships, professional learning, credentialing, curriculum development and academic integration)
- NYSED approved curriculum and assessments

- CTE teacher salaries
- CTE association fees
- CTE Lab updates
- Work Based Learning (WBL) coordinators

The CTE team will work with assigned schools to develop and implement effective spending plans that meet the unique programmatic and fiscal needs of each school. Use of these funds will be closely monitored and schools must adhere to the co-developed plan. Future allocation considerations will be contingent on the proper use of these limited resources.

Required CTE Program Coding in STARS

Throughout the school year, schools will be required to enter, maintain, and update data within the STARS CTE Program Manager. All CTE sequences must clearly be defined, aligned to NYSED program approval forms, and submitted in the STARS CTE Program Manager by October 31 of the school year. This includes all necessary adjustments to approved CTE sequences in the STARS CTE Program Manager, including course code changes, which have to be reviewed and approved by the CTE Program Quality Team prior to approval of a new or revised CTE sequence. Students **MUST** be enrolled in an approved CTE sequence when the student/school declares the students' intent to complete the CTE program, but no later than January 31, 2017.

Students also need to be scheduled for the courses that comprise the approved CTE sequence for which they are enrolled. This includes relevant CTE Technical Assessment(s) within approved sequence(s) (also included in the school's Program Master), with all students taking a STARS-coded CTE Technical Assessment and a grade and/or pass/fail mark on transcripts. Failure to gain CTE sequence approval in STARS, enroll students in approved CTE sequences and technical assessments in the STARS Program Manager, and/or schedule students in the classes that comprise their enrolled CTE sequences will lead to funding loss. Further information on this process may be found at this [intranet link](#). Questions about this program can be sent to CTEInfo@schools.nyc.gov. For more information about CTE programs, please visit the CTE Office's web site.

Allocations for CTE in non-CTE designated schools is based on 2015-2016 CTE credits attempted, differentiated by FSF CTE tier. Refer to Table 3 for details. For more information on the FSF CTE tiers, refer to pages 36-38 of the [FSF Guide](#).

Funding will be placed in the **TL CTE Programs HS** allocation category.

[Click here to download a copy of the School Allocation Memorandum.](#)

Attachment(s):

Table 1 – School Allocation Summary ([click here for a downloadable Excel file](#))

Table 2 – School Allocation Detail ([click here for a downloadable Excel file](#))

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School Allocation Memorandum No. 69, FY 2017
Career and Technical Education in Academic High Schools
Table 1: Schools Allocation Summary

FSC	FSC Team	Location	Allocation Amount
94MFSC	94MR01	02M392	\$ 99,438
94MFSC	94MR01	02M420	\$ 169,823
94MFSC	94MR01	02M489	\$ 82,481
94MFSC	94MR02	02M519	\$ 12,372
94MFSC	94MR01	02M520	\$ 3,716
94MFSC	94MR01	02M529	\$ 123,733
94AFSA	94AR02	02M542	\$ 136,518
94AFSA	94AR01	03M299	\$ 74,297
94MFSC	94MR02	03M485	\$ 78,381
94MFSC	94MR06	05M362	\$ 211,715
94MFSC	94MR02	06M467	\$ 35,700
94XFSC	94XR02	08X405	\$ 92,704
94XFSC	94XR01	08X519	\$ 3,650
94XFSC	94XR02	09X365	\$ 131,808
94AFSA	94AR04	09X403	\$ 20,627
94AFSA	94AR03	10X284	\$ 21,052
94XFSC	94XR04	10X368	\$ 141,018
94AFSA	94AR03	10X439	\$ 13,908
94XFSC	94XR02	11X270	\$ 41,815
94XFSC	94XR02	11X418	\$ 136,286
94KFSN	94KR01	13K430	\$ 748,286
94KFSN	94KR01	14K477	\$ 38,452
94KFSN	94KR01	14K478	\$ 314,726
94KFSN	94KR01	15K497	\$ 56,388
94KFSN	94KR01	15K519	\$ 48,990
94KFSN	94KR02	16K688	\$ 11,819
94AFSA	94AR01	17K408	\$ 22,241
94AFSA	94AR03	17K548	\$ 92,657
94KFSN	94KR02	19K502	\$ 9,168
94AFSA	94AR03	19K510	\$ 16,488
94KFSS	94KU01	20K445	\$ 300,236
94AFSA	94AR03	20K485	\$ 62,868
94AFSA	94AR03	20K490	\$ 215,240
94KFSS	94KU01	21K410	\$ 146,941
94KFSS	94KU01	21K525	\$ 162,027
94KFSS	94KU01	21K559	\$ 37,400
94KFSS	94KU01	22K405	\$ 231,097
94KFSS	94KU01	22K425	\$ 178,944
94QFSN	94QR01	24Q264	\$ 115,462
94QFSN	94QR01	24Q455	\$ 27,367
94QFSN	94QR01	24Q485	\$ 111,065

FSC	FSC Team	Location	Allocation Amount
94QFSN	94QR01	24Q550	\$ 164,777
94QFSN	94QR01	25Q425	\$ 416,324
94QFSN	94QR01	25Q460	\$ 105,914
94QFSN	94QR01	25Q525	\$ 59,103
94QFSN	94QR01	26Q430	\$ 126,284
94AFSA	94AR02	26Q495	\$ 700,345
94AFSA	94AR02	27Q302	\$ 24,544
94QFSS	94QU01	27Q475	\$ 21,792
94AFSA	94AR02	28Q505	\$ 157,771
94QFSS	94QU01	29Q272	\$ 70,773
94QFSN	94QR01	30Q445	\$ 71,146
94QFSN	94QR01	30Q450	\$ 74,870
94QFSN	94QR01	30Q501	\$ 20,485
94QFSN	94QR01	30Q502	\$ 161,869
94AFSA	94AR02	31R440	\$ 296,431
94RFSC	94RR01	31R445	\$ 241,871
94RFSC	94RR01	31R450	\$ 483,640
94RFSC	94RR01	31R455	\$ 433,458
94RFSC	94RR01	31R460	\$ 149,704
94RFSC	94RR01	31R605	\$ 206,365
Total:			\$ 8,566,370

School Allocation Memorandum No. 69, FY 2017
Career and Technical Education in Academic High Schools
Table 2: Schools Allocation Detail

Comprehensive Academic High Schools			Funded Registers per CTE Credits Attempted Tier / Per Capita \$											Allocation	
			Tier 1			Tier 2			Tier 3			Tier 4			
			>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2		>= 2
			\$ 584	\$ 880	\$ 1,168	\$ 382	\$ 575	\$ 764	\$ 269	\$ 406	\$ 539	\$ 112	\$ 169		\$ 224
DBN	Name														
02M392	Manhattan Business Academy	-	-	-	-	-	-	8	204	27	-	-	-	\$ 99,438	
02M420	High School For Health Professions And Human Services	-	-	-	-	250	34	-	-	-	-	-	-	\$ 169,823	
02M489	High School Of Economics And Finance	-	-	-	-	-	-	-	53	-	-	361	-	\$ 82,481	
02M520	Murry Bergtraum High School For Business Careers	-	-	-	-	-	-	-	-	-	-	22	-	\$ 3,716	
02M529	Jacqueline Kennedy Onassis High School	-	-	-	-	-	-	-	207	13	-	194	-	\$ 123,733	
02M542	Manhattan Bridges High School	-	-	-	-	128	-	-	155	-	-	-	-	\$ 136,518	
03M299	The Maxine Greene High School For Imaginative Inquiry	-	-	-	-	-	-	121	67	27	-	-	-	\$ 74,297	
05M362	Columbia Secondary School	-	-	-	-	356	9	-	-	-	-	-	-	\$ 211,715	
06M467	High School For Law And Public Service	-	-	-	-	-	-	-	-	-	-	210	1	\$ 35,700	
08X405	Herbert H. Lehman High School	-	-	-	-	-	-	-	159	32	-	65	-	\$ 92,704	
08X519	Felisa Rincon De Gautier Institute For Law And Public Policy, The	-	-	-	-	-	-	-	-	-	-	7	11	\$ 3,650	
09X365	Academy For Language And Technology	-	-	-	-	-	-	-	1	244	-	-	-	\$ 131,808	
09X403	Bronx International High School	-	-	-	54	-	-	-	-	-	-	-	-	\$ 20,627	
10X284	Bronx School Of Law And Finance	-	-	-	-	-	-	-	-	-	-	114	8	\$ 21,052	
10X368	In-Tech Academy (M.S. / High School 368)	-	-	-	-	-	86	-	33	115	-	-	-	\$ 141,018	
10X439	Bronx High School For Law And Community Service	-	-	-	-	-	-	-	-	-	-	81	1	\$ 13,908	
11X270	Academy For Scholarship And Entrepreneurship: A College Board Scho	-	-	-	-	-	-	-	46	43	-	-	-	\$ 41,815	
11X418	Bronx High School For The Visual Arts	-	-	-	-	-	-	-	259	58	-	-	-	\$ 136,286	
14K477	School For Legal Studies	-	-	-	-	-	-	-	-	-	-	217	8	\$ 38,452	
14K478	The High School For Enterprise, Business And Technology	-	-	-	-	408	31	-	-	-	-	296	28	\$ 314,726	
15K497	School For International Studies	-	-	-	-	98	-	-	-	-	-	-	-	\$ 56,388	
15K519	Cobble Hill School Of American Studies	-	-	-	-	-	-	-	-	-	-	290	-	\$ 48,990	
16K688	The Brooklyn Academy Of Global Finance	-	-	-	-	-	-	-	-	-	-	62	6	\$ 11,819	
17K408	Academy Of Hospitality And Tourism	-	-	-	-	-	-	-	-	-	-	129	2	\$ 22,241	
17K548	Brooklyn School For Music & Theatre	-	-	-	77	90	15	-	-	-	-	-	-	\$ 92,657	
19K502	Fdny - Captain Vernon A. Richards High School For Fire And Life Safety	-	-	-	24	-	-	-	-	-	-	-	-	\$ 9,168	
19K510	World Academy For Total Community Health High School	-	-	-	-	26	2	-	-	-	-	-	-	\$ 16,488	
20K445	New Utrecht High School	-	-	-	-	221	39	-	226	3	-	288	6	\$ 300,236	
20K485	High School Of Telecommunication Arts And Technology	-	-	-	-	-	-	-	155	-	-	-	-	\$ 62,868	
20K490	Fort Hamilton High School	-	-	-	-	-	-	-	188	246	-	4	26	\$ 215,240	
21K410	Abraham Lincoln High School	-	-	-	-	229	5	-	28	-	-	-	-	\$ 146,941	
21K525	Edward R. Murrow High School	-	-	-	-	-	-	-	353	35	-	-	-	\$ 162,027	
21K559	Life Academy High School For Film And Music	-	-	-	-	65	-	-	-	-	-	-	-	\$ 37,400	
22K405	Midwood High School	-	-	-	-	251	15	-	-	-	-	424	16	\$ 231,097	
22K425	James Madison High School	-	-	-	-	-	-	-	275	-	-	399	-	\$ 178,944	
24Q264	Academy Of Finance And Enterprise	-	-	-	-	-	-	-	125	50	-	216	6	\$ 115,462	
24Q455	Newtown High School	-	-	-	-	-	-	-	-	-	-	162	-	\$ 27,367	
24Q485	Grover Cleveland High School	-	-	-	-	16	2	-	174	17	-	110	9	\$ 111,065	
24Q550	High School For Arts And Business	-	-	-	-	-	-	-	308	74	-	-	-	\$ 164,777	
25Q425	John Bowne High School	-	-	-	-	142	438	-	-	-	-	-	-	\$ 416,324	
25Q460	Flushing High School	-	-	-	-	-	-	-	60	12	-	442	2	\$ 105,914	
26Q430	Francis Lewis High School	-	-	-	-	-	-	-	283	11	-	33	-	\$ 126,284	
26Q495	Bayside High School	-	-	-	34	299	46	86	536	100	136	773	178	\$ 700,345	
27Q302	Queens High School For Information, Research, And Technology	-	-	-	-	40	2	-	-	-	-	-	-	\$ 24,544	

Table 2: Schools Allocation Detail

Comprehensive Academic High Schools			Funded Registers per CTE Credits Attempted Tier / Per Capita \$											Allocation	
DBN	Name	Portfolio	Tier 1			Tier 2			Tier 3			Tier 4			
			>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2		>= 2
			\$ 584	\$ 880	\$ 1,168	\$ 382	\$ 575	\$ 764	\$ 269	\$ 406	\$ 539	\$ 112	\$ 169		\$ 224
27Q475	Richmond Hill High School		-	-	-	-	-	-	-	-	-	-	129	-	\$ 21,792
28Q505	Hillcrest High School		-	86	1	9	20	20	-	-	-	-	271	22	\$ 157,771
29Q272	George Washington Carver High School For The Sciences		-	-	-	-	123	-	-	-	-	-	-	-	\$ 70,773
30Q445	William Cullen Bryant High School		-	-	-	-	-	-	-	3	53	-	6	180	\$ 71,146
30Q450	Long Island City High School		-	-	-	-	95	-	-	-	-	-	109	8	\$ 74,870
30Q502	Information Technology High School		-	-	-	-	66	114	-	27	48	-	-	-	\$ 161,869
31R440	New Dorp High School		-	-	-	-	-	-	-	46	297	-	262	328	\$ 296,431
31R445	Port Richmond High School		-	-	-	-	303	25	-	91	1	-	65	-	\$ 241,871
31R450	Curtis High School		-	209	88	-	-	-	-	273	12	28	443	8	\$ 483,640
31R455	Tottenville High School		-	-	-	-	208	310	-	-	-	-	336	90	\$ 433,458
31R460	Susan E. Wagner High School		-	-	-	-	-	-	-	21	95	-	39	372	\$ 149,704
Totals:			-	295	89	198	3,434	1,193	215	4,356	1,613	164	6,559	1,316	7,441,379

FSF Specialized Academic and Audition High Schools			Funded Registers per CTE Credits Attempted Tier / Per Capita \$											Allocation	
DBN	Name	Portfolio	Tier 1			Tier 2			Tier 3			Tier 4			
			>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2	>= 2	>= 0.5 to < 1	>= 1 to < 2		>= 2
			\$ 234	\$ 352	\$ 467	\$ 153	\$ 230	\$ 306	\$ 108	\$ 162	\$ 215	\$ 45	\$ 68		\$ 90
02M519	Talent Unlimited High School	SAU	-	-	-	-	-	-	-	-	-	-	126	43	\$ 12,372
03M485	Fiorello H. Laguardia High School Of Music & Art And Performing Arts	SAU	-	-	-	-	18	75	-	-	-	-	-	572	\$ 78,381
13K430	Brooklyn Technical High School	SAC	-	-	-	-	2,108	182	-	526	295	-	335	401	\$ 748,286
25Q525	Townsend Harris High School	SAC	-	-	-	-	154	15	-	28	4	-	197	4	\$ 59,103
30Q501	Frank Sinatra School Of The Arts High School	SAU	-	-	-	-	-	-	-	-	-	-	23	211	\$ 20,485
31R605	Staten Island Technical High School	SAC	-	-	-	-	809	66	-	-	-	-	-	-	\$ 206,365
Totals:			-	-	-	-	3,089	338	-	554	299	-	681	1,231	\$ 1,124,991
													Total Allocation:	\$ 8,566,370	