



LYTLE H S  
P-TECH Renewal Application  
2023-2024

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# Background

District Affiliation

LYTLE ISD

CD #: 007904

Region: 20

Mailing Address (Line 1): P O BOX 745

Mailing Address (Line 2):

City, State, Zip: LYTLE, TX 78052

## School Affiliation

LYTLE H S

CDC #: 007-904-001

Region:

Mailing Address (Line 1): P O BOX 190

Mailing Address (Line 2):

City, State, Zip: LYTLE, TX 78052

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## Academy Information

**What is the academy name?**

Lytle High School PTECH

**Which model does the district intend to implement at this time? Within these models, there are variations.**

School-Within-School (SWS) - A subset of students on the campus are enrolled in grades 9-12 are enrolled in the academy.

## Grade Levels Served

**What grade level(s) will your academy plan to serve?**

9  
10  
11  
12

**Enter the number of students that you plan to serve in 9th grade.**

120

**Enter the number of students that you plan to serve in 10th grade.**

46

**Enter the number of students that you plan to serve in 11th grade.**

17

**Enter the number of students that you plan to serve in 12th grade.**

6

# Contacts

## Applicant

### Applicant 1

#### Job Title

Director of Career and Technical Education

#### Name Prefix

Mrs.

#### First Name

Jennifer

#### Last Name

Criswell

#### Email

[jennifer.criswell@lytleisd.org](mailto:jennifer.criswell@lytleisd.org)

#### Phone

830-709-5105

## Principal

### Principal 1

#### Name Prefix

Mrs.

#### First Name

Jennifer

#### Last Name

Criswell

#### Email

[jennifer.criswell@lytleisd.org](mailto:jennifer.criswell@lytleisd.org)

#### Phone

830-709-5105

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## Superintendent

### Superintendent 1

#### Name Prefix

Mrs.

#### First Name

Michelle

#### Last Name

Smith

#### Email

[michelle.smith@lytleisd.org](mailto:michelle.smith@lytleisd.org)

#### Phone

830-709-5100

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# Narratives

## Narratives

The majority of the following questions will be narrative response. Narrative responses are limited to a maximum of 250 words. We recommend writing your responses in a text-editing software such as Microsoft Word and then pasting your responses into the website when they are complete. Progress to the next section when you are ready.

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# Narratives: Degrees and Credentials, Recruitment and Enrollment

## Degrees and Credentials

**Select the Career Cluster(s) that your academy plans to offer.**

Architecture & Construction  
Business Marketing Finance  
Education and Training  
Hospitality & Tourism  
Manufacturing  
STEM

**Select the Program(s) of Study your academy plans to offer.**

Plumbing and Pipefitting

**Select the Program(s) of Study your academy plans to offer.**

Business Management

**Select the Program(s) of Study your academy plans to offer.**

Early Learning

**Select the Program(s) of Study your academy plans to offer.**

Culinary Arts

**Select the Career Cluster(s) that your academy plans to offer.**

Manufacturing Technology  
Welding

**Select the Career Cluster(s) that your academy plans to offer.**

Cybersecurity

**Which of the following credential(s) does the academy plan to offer students?**

AD  
PSC

PSC2

IC

**What associate degree(s) does the academy plan to offer?**

Item

Manufacturing Engineering Technology

Business Management

Pipefitting

Culinary Arts

Cybersecurity

Early Education Teaching

Welding Technology

**What level 1 postsecondary certificate(s) provided by an IHE does the academy plan to offer?**

Item

Computer Networking Control Machine Operator

Welding

Culinary Arts

Information Systems Cybersecurity

Business Management

Early Childhood

**What level 2 postsecondary certificate(s) provided by an IHE does the academy plan to offer?**

Item

Culinary Arts/Chef Training

**What industry certifications does the academy plan to offer?**

Item

CompTIA Security+

AWS D9.1 Sheet Metal

AWS D1.1 Structural Steel

America Welding Society Certified Welder

NCCER Plumbing, Level 1

**Does the IHE partner currently have an articulation agreement with a four-year IHE detailing how a student's associate degree and accrued credits could lead to a baccalaureate degree?**

Yes

**Provide the university name that your IHE partner has an articulation agreement with and the bachelor degree that students could earn using their associate degree and accrued credits. Each row represents a degree.**

2-Year Degree	University	4-Year Degree
Information Technology Cybersecurity Specialist, A.A.S.	University of Texas at San Antonio	Cybersecurity, B.B.A.
Culinary Arts, A.A.S	University of Houston	Global Hospitality Leadership, B.S.
CNC Manufacturing Technician, A.A.S.	Wayland Baptist University	CNC Manufacturing Technician, B.A.S.
Business Management	Texas A&M University-San Antonio	Business Administration, B.S.

## Recruitment and Enrollment

**Describe any changes in established plans for recruitment and enrollment process that meet open enrollment requirements.**

Recruitment for PTECH will begin earlier than Grade 8. During Grade 7, students will conduct student presentations. Students will have more time to take into consideration the commitment it takes to be part of PTECH and possibly pre-select a program they are interested in so that we can track the students' interests. In Grade 8, students will have a general session presentation, which will consist of an overview of all PTECH programs, complete the ApplyTx and take the TSIA. During the Spring semester, students will be able to select individual sessions to learn more about a specific program of study. By the end of January, all students will have identified that they would like to commit to the PTECH program. Students will be notified by end of February of their acceptance. Students that fit the ideal criteria for joining the program will be sent a personal invitation to the program in English and Spanish. A translator will be available at all parent meetings, including class presentations. All paperwork will be completed by the end of March to the IHE.

# Narratives: Strategic Partnerships: IHE, Strategic Partnerships: Business Partner, Business Partners: Hiring Priority

## Strategic Partnerships: Business Partner

### Business/Industry Partner 1

#### Affiliation/Company

H-E-B

#### Job Title

Education and Workforce Program Manager

#### Name Prefix

Ms.

#### First Name

Katie

#### Last Name

Chain

#### Email

chain.katie@heb.com

#### Phone

210-938-8568

### Business/Industry Partner 2

#### Affiliation/Company

Lytle ISD Maintenance Department

#### Job Title

Director of Operations

#### Name Prefix

Mr.

#### First Name

William

#### Last Name

Cross

**Email**

william.cross@lytleisd.org

**Phone**

210-478-0039

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**Business/Industry Partner 3**

**Affiliation/Company**

Lytle ISD Technology Department

**Job Title**

Director of Technology

**Name Prefix**

Mr.

**First Name**

Richard

**Last Name**

Tollett

**Email**

richard.tollett@lytleisd.org

**Phone**

830-709-5100 ext. 1200

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**Business/Industry Partner 4**

**Affiliation/Company**

Lytle ISD Child Nutrition Department

**Job Title**

Director of Child Nutrition

**Name Prefix**

Mrs.

**First Name**

Amie

**Last Name**

Carrillo

**Email**

amie.carrillo@lytleisd.org

**Phone**

830-709-5100 ext. 1601

**Business/Industry Partner 5**

**Affiliation/Company**

WCW Designs Company

**Job Title**

Operations Manager

**Name Prefix**

Mr.

**First Name**

Christopher

**Last Name**

Roberts

**Email**

christopher.roberts@gmail.com

**Phone**

210-673-1843

**Describe how the Business/Industry articulation agreement addresses the following Business/Industry Blueprint Requirements: Clear roles and responsibilities for work site supervisors, mentors, teachers, support personnel, and other partners.**

The Industry Partner Engagement will ensure that every participating student receives mentoring from an industry professional including an opportunity to communicate in writing or online and face-to-face interaction on at least two occasions per year. The Industry Partner will identify a dedicated staff person to manage their responsibilities and other appropriate staff to participate in the Leadership Team. This dedicated staff person will be available to support the relationship with the school. The staff person will, among other duties, coordinate site visits to the facilities, recruit, and match members to students, and identify appropriate internship opportunities.

**Describe how the Business/Industry articulation agreement addresses the following Business/Industry Blueprint Requirements: Support for students' activities, such a clubs, Career and Technical Student Organizations, competitions, and special invitations.**

Industry Partners will provide opportunities for our students to participate in activities that are real scenarios. Students will work collaboratively on these activities. A PTECH Club has been established to allow PTECH students leadership opportunities and community engagement activities to help with recruitment and sustainability of the program. Students that are active members of this club will be able to represent the program and themselves in a positive way.

**Describe how the Business/Industry articulation agreement addresses the following Business/Industry Blueprint Requirements: Student access to business and industry partners and work-based learning facilities, services, and resources.**

Industry Partners will help define and provide opportunities for appropriate workplace experience (e.g. design projects, visits ( virtual or in-person), speakers, internships, and apprenticeships) to prepare students for the world of work, based on the curriculum scope and sequence plan. It is anticipated that each student in the school will participate in one to three experiences during their tenure. Industry Partners will work with the school's staff and other parties to develop workplace experiences that enable students to successfully meet the goals outlined in the program model. Industry Partners will help identify high-quality occupation-relate projects and curricula that may be incorporated into the academic program.

**Describe how the Business/Industry articulation agreement addresses the following Business/Industry Blueprint Requirements: Transportation fees and costs.**

Lytle ISD will provide regular operating funds to the school in the same manner as other public schools. Lytle ISD will identify additional funding streams that may be available to the school, including but not limited to Federal Perkins grant funding. Except as otherwise expressly provided in the MOU, each party will bear its own costs and expenses (including legal fees and expenses) incurred in connection with the agreement and activities contemplated.

## Strategic Partnerships: IHE

**The P-TECH shall have strategic partnerships with business and industry partners and IHEs that are formally articulated in writing and clearly define a variety of careers.**

### IHE Partner 1

#### Affiliation

St. Philip's College- Alamo Colleges

#### Name Prefix

Dr.

#### First Name

Adena

#### Last Name

Williams Loston

#### Email

aloston@alamo.edu

#### Phone

210-486-2900

**Job Title**

President- St. Philip's College

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**IHE Partner 2****Affiliation**

Palo Alto College- Alamo Colleges

**Name Prefix**

Dr.

**First Name**

Robert

**Last Name**

Garza

**Email**

pac-pres@alamo.edu

**Phone**

210-486-3960

**Job Title**

President- Palo Alto College

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**Describe how the IHE articulation agreement addresses the following IHE Blueprint Requirement: Curriculum alignment and courses of study, which enables a student to combine high school courses and college-level courses to earn either an associate degree, postsecondary certificate provided by an IHE, or industry certification.**

The four-year crosswalk developed previously, has been edited to further demonstrate progress toward their selected plan of study, including alignment of high school and college courses. The plan of study outlines the required courses needed for the Level 1 and/or 2 Certificate and the Associate of Applied Science degree. The primary emphasis of the PTECH degree plan is on the Associate of Applied Science degree. An option to earn college-level credit to be applied towards the program of study certificate, prior to earning the A.A.S. degree is available to students.

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**Describe how the IHE articulation agreement addresses the following IHE Blueprint Requirements: Policies for: 1) advising students on the transferability of all college credit offered and earned, 2) ensuring the IHE transcripts college credit earned through dual credit in the same semester that credit is earned, 3) advising students as to the transferability and applicability to baccalaureate degree plans for all college credit offered and earned (college credits earned during high school should allow students to progress from an associate degree to a bachelor's degree and beyond in their chosen field), 4) students accessing the IHE facilities, services and resources**



1. Through the PTECH counselor(s), each student will receive advice on the five high school endorsements. Students enrolled in the PTECH program will be provided with a college degree plan that will provide the pathway leading to the selected Associate of Applied Science degree. The counselors, College Advising staff, or College Coordinator of High School Programs shall assist the students to take courses that will count toward a degree at the 4- year university of choice or a degree or certificate from the college. Additionally, the Alamo Colleges District Transfer Advising Guides are available resources to provide students with information for transfer pathways while minimizing the loss of credits in transfer. 2. College Credit for each PTECH student appears on the college transcript as students complete each college course. Transcription of college credits are the responsibility of the college and transcription of dual credit and high school credits are the responsibility of the school district. 3. College advising for transferability of credits is undertaken by the liaison for the college and the PTECH program. 4 The PTECH students will have access to student services and facilities as regular college students, including but not limited to student services, and facilities as regular college students, including but not limited to the use of academic and support facilities including the library, computers, study rooms, student services, bookstore, and food services.

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**Describe how the IHE articulation agreement addresses the following IHE Blueprint Requirements: Transportation costs and fees including provisions for discontinuing operation while ensuring students previously enrolled will have opportunity to complete their course of study.**

Any transportation and food services required will be provided by the Independent School District. The School District will provide for such transportation as required to and from the college, as required by State law. Additionally, transportation for field trips and work-based learning experiences will be provided by the school district, as pursuant to applicable School district rules and procedures.

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**Describe how the IHE articulation agreement addresses the following IHE Blueprint Requirements: Data sharing agreement that includes provisions for teacher data such as qualifications and student level data such as credit hours taken and earned, GPA, formative data to assess if student is on track for college readiness**

All instructors teaching PTECH courses for college credit must meet the College's academic requirements as outlined by SACSCOC Faculty Credentialing requirements, as determined by the college. The school district will provide instructors for all high school courses at Lytle HS PTECH. College credit for each PTECH student appears on the college transcripts as students complete each college course. Transcription of college credit is the responsibility of the college. PTECH students will be informed by the instructor of academic progress/ grades in the third week and at mid-semester. PTECH students will gain college- readiness skills through a program identified by the School District. The college may provide the school district with resources during the regular school schedule to support college-readiness preparation. PTECH students must meet the Texas Success Initiative Assessment ( TSIA) course and degree plan requirements and abide by the colleges' placement scores, policies, and prerequisite requirements. The school district shall share the results from the TSIA administered via ISD/ college board-approved test sites and submit to the college in the required technical format that facilitates official delivery/ receipt.

List the business partner(s) that have an agreement with the district that students completing the P-TECH program and otherwise meet hiring requirements have priority interviewing with the employer.

**Business Partner**

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Lytle ISD Child Nutrition Department

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Lytle ISD Maintenance Department

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WCW Design Co.

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## Narratives: Regional Workforce Alignment, Work-Based Learning

### Work-Based Learning

Add up to three activities offered to 9th grade students.

**9th Grade Activities**

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Visit Industry Partner Site

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Guest Speakers from the Industry

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Add up to three activities offered to 10th grade students.

**10th Grade Activities**

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Resume Building

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Employment related soft skills training

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Continued facility visit or guest speaker

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Add up to three activities offered to 11th grade students.

**11th Grade Activities**

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Resume Updates

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### Interview skills training 11th Grade Activities

Job Shadowing

Add up to three activities offered to 12th grade students.

### 12th Grade Activities

Finalize Resume

Attend College and Career Fair

Mock/Real Interviews

## Regional Workforce Alignment

List the regional high-demand occupations your academy intends to address through selected program(s) of study and work-based learning.

### Regional High-Demand Occupation

Plumbers, Pipefitters and Steamfitters

General and Operations Managers

Welders, Cutters, Solderers, and Brazers

Information Security Analysts

Chef and Head Cooks

CNC Machine Operators

## Narratives: Advanced Academics

### Advanced Academics

Select the type of advanced courses (dual credit/AP/IB) your campus plans to offer students.

DC

**What type of dual credit courses does your campus plan to offer?**

WECM

AGCM

**Describe any challenges in ensuring your academy has educators with qualification to teach dual credit. What steps did your academy take to address the need?**

The school district has been awarded grant funding that allows teachers to obtain their Master's Degree to help them become credentialed to teach dual credit. During the hiring process, work experience outside of education is also considered a vital aspect when hiring and replacing faculty members.

**Is the academy a TSIA testing site?**

Yes

## Narratives: Curriculum and Support

### Curriculum and Support

**Provide examples of how the campus plans to provide students with academic services. List activities and brief descriptions of the activities. Add a new row for each provided service.**

Activity	Description
Scheduling	High School Counselor schedules each PTECH students class schedule individually, with input from PTECH director, ensuring that each student is scheduled into classes that best meets their academic needs and that it allows for the flexible scheduling that is required in PTECH.
Bridging Program	Students accepted into the program participate in a Bridging Program that allows them to begin working on skills needed for the TSI exams. Students also begin to build relationships with other PTECH students, and familiarizing themselves with the college and their requirements.
College Readiness Preparation	Students are provided an Advisory class where individualized TSI remediation is provided to the students.
Academic Tutoring	Tutoring is available to student daily form 8:15am - 8:45 am and again after school school from 4:00pm-5:00pm.

Activity	Description
Academic Monitoring	PTECH director and Advisory Teacher monitor high school and college grades. Students in danger of failing are notified either through Remind messages or private discussions. Academic issues are discussed and plan to resolve the issues is created.
Academic Counseling	Guidance Counselor meets with students to discuss not only PTECH college grades but high school grades as well. Additionally, she discusses attendance and lost credits as well. She shares with students options for how to recover credit and time management options to get it all done.
College and Career Counseling	College and Career Counselor meets with each PTECH student to discuss progress in college courses, thoughts about the program, their future with certifications and future possibilities.

**Provide examples of how the campus plans to provide students with wrap-around services. List activities and brief descriptions of the activities. Add a new row for each wrap-around service.**

Activity	Description
Meet the Director	PTECH parents are invited to the HS Meet the Teacher Night to meet the PTECH director to hear information about the initial class and have their questions answered. Students are given supplies including items that would be needed for their college class.
Field Trips	Students will continue to take virtual and in- person field trips ( as allowed) to see the different applications that are available to them through their certification/ Associates Degree.
Remind App for Students	Students are required to enroll in the Cohort class of Remind to receive group and personalized messages and reminders concerning last minute changes, upcoming events, and grade information as it is received from the college
Edmentum Coursework	Students will utilize this online program to take some courses in non-tested areas. This allows students to be able to focus more on their college coursework, without missing additional core High School courses.

**How does your academy use the access, achievement, and attainment data for program improvement?**

Lytle PTECH is in Year 4 of implementation and has only received Access data at this time. Outcome-Based Measures Access criteria have been met for the past three years of the school's existence. We will continue to utilize this data in Advisory and Leadership meetings. This data will drive any corrective actions needed that will ensure that we are continuously improving and progressing towards meeting all Outcome-Based Measures that align with a school Designated with Excellence.

## Leadership Team

List the Leadership Team's three priorities for the next year and describe how the selected priority contributes to the academy's success. Each priority should be a benchmark from the ECHS/T-STEM/P-TECH Blueprint.

Benchmark	Description
School Design	We would like to continue to be innovative in our scheduling of students in their high school courses. As the number of college courses for PTECH student's increases, it limits the amount of time students will spend on the high school campus in traditional high school courses. Creative scheduling for each student will allow him or her the opportunity to work toward his or her high school diploma, degree or certificate, and participate in Work- Based Learning simultaneously
Target Population	We have decided that we want to work on our Recruitment of Traditionally Underrepresented students, specifically females. We have been able to meet our OBMs in all recruitment areas but would like to boost female participation in our cohorts for this traditionally, male dominated field. We feel increased female participation will create a well-rounded program and allow us to demonstrate the equitable opportunities that are available for all in the programs of study.
Student Support	Parent Outreach and Involvement is an area of Student Support that we will continue to work on. By providing parents strategies on ways to help their child and resources they can reach out to, we feel that our PTECH students will have a sense of continuity in their support system, even when they are away from school.

## Narratives: Benchmark Products

### Benchmark Products

On this page, you must provide a hyperlink to the location where your digital products corresponding to the product and activities that are required to be posted by the first day of serving students. Enter the hyperlink here. Hyperlinks must be entered with the fully qualified URL including "HTTP://" or "HTTPS://".

<https://www.lytleisd.org/Page/1421>