TO: Chief School Administrators of Secondary Schools with CTE Programs
Charter School Lead Persons of Secondary Schools with CTE Programs

FROM: Marie Barry, Director
Office of Career and Technical Education

SUBJECT: Career and Technical Education Approved Program Verification for NJ SMART Submission

March 18, 2014

The Office of Career and Technical Education (OCTE) is in the process of verifying the list of approved career and technical education (CTE) programs operating in secondary school districts and charter schools as of March 1, 2014. These are the CTE programs that will be included in the required 2013-14 NJ SMART CTE Submission.

The Career and Technical Education Approved Program Verification List for each district and charter school can be accessed at http://homeroom.state.nj.us (select CTE Program Approvals, Login and follow directions to download the document). Please review this list carefully to verify that it includes the appropriate approved CTE program(s) and corresponding Classification of Instructional Program (CIP) code(s). If there are any discrepancies, these must be communicated to OCTE by March 28, 2014 via email, to Lin DiRenzo at lin.direnzo@doe.state.nj.us. If the list is accurate, no response is required.

To assist in expediting this matter, a copy of this memo will also be sent to your district or charter school’s designated Perkins Grant contact. Program officers in OCTE are available to provide additional technical assistance, if needed. A list of program officers and their assigned districts can be accessed at: http://www.state.nj.us/education/cte/contact.htm.

Thank you for your continued support of Career and Technical Education.

MB/SM/S:/Broadcast Messages/FY14 CTE Program Verification.docx

c: Members, State Board of Education
   Senior Staff
   Executive County Superintendents
   Executive Directors for Regional Achievement Centers
   Executive County School Business Administrators
   NJ LEE Group
   Garden State Coalition of Schools
   Perkins Program Officer
   District Perkins Project Director

www.nj.gov/education
New Jersey Is An Equal Opportunity Employer • Printed on Recycled and Recyclable Paper