



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.  
State Superintendent of Education

Alabama  
State Board  
of Education


September 1, 2021

**MEMORANDUM**

Governor Kay Ivey  
President

**TO:** City and County Superintendents of Education

Jackie Zeigler  
District I

**FROM:** Eric G. Mackey   
State Superintendent of Education

Tracie West  
District II

**RE:** 2022 Career and Technical Education State Course of Study Committee  
Nominations (Cosmetology, Education and Training, and Hospitality  
and Tourism)

Stephanie Bell  
District III

In January 2022, the Alabama State Department of Education (ALSDE) will begin working to review and revise the *2008 Revised Alabama Course of Study: Career and Technical Education*. To accomplish this task, a State Course of Study Committee will be appointed.

Yvette M. Richardson, Ed.D.  
District IV  
Vice President

As required by §16-35-1, *Code of Alabama*, 1975, the Alabama State Board of Education appoints 21 of the 28 members of a State Course of Study Committee, and members serve for one year. The law also states that local boards of education, through superintendents, shall nominate persons qualified to serve on a State Course of Study Committee. Your assistance is requested in the nomination of K-12 educators for consideration of appointment to this committee.

Tonya S. Chestnut, Ed.D.  
District V

Once appointed, the committee will convene to prepare the 2022 version of the *Alabama Course of Study: Career and Technical Education*. When this work is completed, the Career and Technical Education State Course of Study Committee recommends to the State Board of Education the standards in this content area for Alabama's K-12 public schools.

Cynthia McCarty, Ph.D.  
District VI

Membership on the Career and Technical Education State Course of Study Committee requires a commitment to attending meetings in Montgomery and collaborating with a diverse group of educational professionals and stakeholders. Although the ALSDE will reimburse travel expenses, the school districts are expected to ensure that teachers are allowed leave time to attend the meetings.

Belinda McRae  
District VII

Wayne Reynolds, Ed.D.  
District VIII  
President Pro Tem

In talking with potential appointees, it may be important to indicate the committee's meeting dates (**Enclosure A**) and the payment of per diem and mileage according to state rates (**Enclosure B**).

Eric G. Mackey, Ed.D.  
Secretary and  
Executive Officer

Nominations in the following categories are needed for this committee:

**CATEGORIES FOR THE CAREER AND TECHNICAL EDUCATION  
COURSE OF STUDY COMMITTEE**

1. Elementary Classroom Teachers: Persons currently teaching elementary (Grades K-6) Career and Technical Education.
2. Secondary Classroom Teachers: Persons currently teaching secondary (Grades 7-12) Career and Technical Education.
3. Supervisors and/or Administrators: Persons having knowledge of or previous teaching experience in the field of Career and Technical Education with overall curriculum responsibility for instruction in this content area, such as elementary principals, secondary principals, supervisors, and/or assistant superintendents of instruction.

The fillable PDF Nominations Form to be submitted from your school system may be downloaded. Once the form is completed, please upload and email it to Mrs. Cathy Jones at [cjones01@alsde.edu](mailto:cjones01@alsde.edu). For each person nominated, the law also requires that credentials and a summary of qualifications be submitted. Please provide the nominees with the weblink to the *2022 Career and Technical Education COS Committee Credentials Form* to complete information related to their education and work history. Please ensure that all forms are completed and submitted no later than **September 24, 2021**. Any questions regarding the nomination process may be addressed to Mrs. Jones via email at [cjones01@alsde.edu](mailto:cjones01@alsde.edu) or telephone at (334) 694-4768.

Course of study development involves a commitment of both time and effort; therefore, attendance at all meetings is essential. Proposed meeting dates (**Enclosure A**) are enclosed for your information and for those whom you nominate.

EGM/CJ/VG

Enclosures

cc: Mrs. Angela Martin

Dr. Elisabeth Davis  
Mr. Sean J. Stevens  
Mrs. Cathy Jones

**FY21-2112**

**2022 Career and Technical Education and Social Studies  
State Courses of Study Committees and Task Forces**

**PROPOSED MEETING DATES AND LOCATIONS**

January 19, 2022	9:00 a.m. – 3:00 p.m.
January 20, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery
February 7, 2022	9:00 a.m. – 3:00 p.m.
February 8, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
March 16, 2022	9:00 a.m. – 3:00 p.m.
March 17, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
May 3, 2022	9:00 a.m. – 3:00 p.m.
May 4, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
June 14, 2022	9:00 a.m. – 3:00 p.m.
June 15, 2022	9:00 a.m. – 3:00 p.m.
June 16, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
July 26, 2022	9:00 a.m. – 3:00 p.m.
July 27, 2022	9:00 a.m. – 3:00 p.m.
July 28, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
August 9, 2022	9:00 a.m. – 3:00 p.m.
August 10, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
September 13, 2022	9:00 a.m. – 3:00 p.m.
September 14, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery or Virtual
October 4, 2022	9:00 a.m. – 3:00 p.m.
October 5, 2022	9:00 a.m. – 3:00 p.m. Gordon Persons Building, Montgomery
November 2022 (TBA)	Board of Education Work Session Gordon Persons Building, Montgomery
December 2022 (TBA)	Board of Education Meeting Gordon Persons Building, Montgomery

## PER DIEM AND MILEAGE RATES

<i>IF A PERSON LIVES ...</i>	<i>...In Montgomery</i>	<i>...Within a 100-Mile Radius of Montgomery</i>	<i>...Outside a 100- Mile Radius of Montgomery</i>
<b>PER DIEM FOR 6 TO 12 HOURS</b>	_____	<b>\$12.75</b>	<b>\$12.75</b>
<b>PER DIEM FOR OVER 12 HOURS</b>	_____	<b>\$34.00</b>	<b>\$34.00</b>
<b>PER DIEM FOR OVERNIGHT</b>	_____	_____	<b>\$85.00 (1 night)</b>  <b>\$100.00 (2 nights or more)</b>
<b>MILEAGE</b>	<i>Currently \$0.56 per mile for private car mileage from home to the meeting site (according to ALSDE mileage chart)</i>		

SYSTEM NAME \_\_\_\_\_

**2022 CAREER AND TECHNICAL EDUCATION STATE  
COURSE OF STUDY COMMITTEE NOMINATIONS FORM**

**LOCAL SCHOOL SYSTEM EDUCATORS**

**ELEMENTARY CLASSROOM TEACHERS\***

*Persons Currently Teaching Grades K-6 Career and Technical Education*

<b><i>NAME</i></b>	<b><i>SCHOOL</i></b>	<b><i>GRADE(S)</i></b>	<b><i>SUBJECT</i></b>

**SECONDARY CLASSROOM TEACHERS\***

*Persons Currently Teaching Grades 6-12 Career and Technical Education*

<b><i>NAME</i></b>	<b><i>SCHOOL</i></b>	<b><i>GRADE(S)</i></b>	<b><i>SUBJECT</i></b>

**SUPERVISORS/ADMINISTRATORS**

*Persons With Knowledge or Previous Teaching Experience in Career and Technical Education or Curriculum Responsibility for Career and Technical Education Instruction (Principals, Supervisors, and/or Assistant Superintendents of Instruction)*

<b><i>NAME</i></b>	<b><i>SCHOOL/OFFICE NAME</i></b>	<b><i>GRADE(S) SUPERVISED</i></b>

\*Nominations for Grade 6 teachers may be included in either category.

The educator(s) listed are nominated for appointment to the 2022 Career and Technical Education State Course of Study Committee.

**SUPERINTENDENT NAME** \_\_\_\_\_

**\*\*SUPERINTENDENT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

\*\*Signature indicates willingness to allow leave time for teachers to attend meetings and to work with the ALSDE to accommodate virtual meeting platform requirements.

**NOMINATIONS ARE DUE SEPTEMBER 24, 2021. PLEASE EMAIL THE SIGNED NOMINATIONS TO:**

MRS. CATHY JONES

EMAIL [cjones01@alsde.edu](mailto:cjones01@alsde.edu)