



Spackenkill High School

Counseling Center
112 Spackenkill Road
Poughkeepsie, NY 12603
Phone: 845-463-7822
Fax: 845-463-7877
hs.spackenkillschools.org



2024-2025

Directions for the BOCES CTI Application and Permission Slip

Please read these application directions before starting your application.

1. Complete the application by filling in all required sections of the application form. Only complete applications will be accepted.
2. How to complete the section for your grade level:
 - a. Grade in the 2024-2025 school year (not current grade) - if you are currently in 10th grade answer 11th grade and if you are currently in 11th grade answer 12th grade.
3. You **MUST** select **THREE (3) DIFFERENT** choices for the programs you want to attend. Your application is incomplete without this. Attached to this application are the different course offerings and their descriptions.
4. In addition to the application form, the permission slip on the back of the application must be signed prior to you submitting your application. Both the student and a parent/guardian need to sign the permission slip for the application to be considered complete.
5. Applications must be completed by returning CTI students for the 2024-2025 school year.
6. Applications are accepted on a first come basis.
7. Return the completed application to the Guidance Office.
8. The application deadline is April 5, 2024.

Other notes:

1. Your school counselor will review your application.
2. The Spackenkill High School BOCES CTI Application and Permission Slip is the **ONLY** application being used to apply to attend BOCES CTI for the 2024-2025 school year.
3. Please contact the Guidance Office or your school counselor with questions.



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BOCES CTI Application and Permission Slip 2024-2025

Student Last Name _____ Student ID # _____

Student First Name _____ Grade in 2024-2025 ____ 11 ____ 12

Who is your school counselor? (Check one)

_____ Mrs. Chaoussoglou-Rotter _____ Ms. DeFreest _____ Mr. Hammond

Do you have an IEP, 504, or receive declassification services? _____ Yes _____ No

If yes, do you have or (check one)

_____ an IEP. _____ a 504. _____ receive declassification services.

Are you an English Language Learner (ELL)? _____ Yes _____ No

Please indicate your first, second, and third choice by using a 1, 2, and 3.

You **must** select three **different** choices.

- | | |
|----------------------------------|-------------------------------------|
| _____ Animal & Plant Science I | _____ Fashion Design & Merch I |
| _____ Animal & Plant Science II | _____ Fashion Design & Merch II |
| _____ Automotive Tech I | _____ Graphic Design I |
| _____ Automotive Tech II | _____ Graphic Design II |
| _____ Computer Hardware Tech | _____ HVAC I |
| _____ Computer Networking | _____ HVAC II |
| _____ Construction Trades I | _____ Intro to Health Occupations |
| _____ Construction Trades II | _____ Nursing Assistant |
| _____ Cosmetology I | _____ Security & Law Enforcement I |
| _____ Cosmetology II | _____ Security & Law Enforcement II |
| _____ Culinary Arts I | _____ Small Engine Tech I |
| _____ Culinary Arts II | _____ Small Engine Tech II |
| _____ Early Childhood Ed I | _____ TV/Film Production I |
| _____ Early Childhood Ed II | _____ TV/Film Production II |
| _____ Electrical Construction I | _____ Welding I |
| _____ Electrical Construction II | _____ Welding II |

My student, _____, has permission to apply to and attend the Dutchess County BOCES CTI for the 2024-2025 school year.

Parent/Guardian Signature

Date

Parent/Guardian Daytime Phone Number

Student Signature

Date

Office Use Only

Date Received: _____

Time Received: _____

Application Number: _____

Input Complete: _____

Counselor Reviewed: _____

Session Confirmation: _____ AM _____ PM

DUTCHESS BOCES CAREER & TECHNICAL INSTITUTE

2024-2025 COURSE OFFERINGS

All of our programs offer students the opportunity to gain basic entry level career skills as well as the skills necessary to enter a College or Technical school.

Please note that CTI Courses are not currently National Collegiate Athletic Association (NCAA) approved.

Agriculture

Careers in Animal & Plant Sciences I & II - Students will develop an understanding of the diverse and profitable fields of Agriculture. A variety of topics are covered including plant and animal biology and technology, food science and safety, wildlife management and environmental conservation, agricultural research, college and career exploration. This program emphasizes hands-on experiences with on-site projects, guest visitors, work placements and related field trips to businesses, organizations, colleges and industry events. Students have the option of choosing the animal or plant track in their second year.

Architecture & Construction

Construction Trades I & II - This program includes coursework in building construction, finish carpentry, masonry, plumbing and basic electricity. Students will be introduced to the tools, methods, and skills needed to gain entry level employment in the construction industry.

Electrical Construction Technology I & II - This program provides students entry level skills in construction electricity. Courses emphasize job safety, electrical theory, electrical calculations, work ethic, proper tool use and exposure to professional opportunities within the trade. First year focus is on residential installations, followed by second year directed at commercial and industrial installations. Students must provide hand tools and codebook.

HVAC I & II - Students learn to install, repair and maintain residential and commercial heating and cooling systems. The program integrates shop operations, job planning and estimating, troubleshooting and installation, maintenance skills, customer service, professionalism, and appropriate work ethic. Students will also be taught how to function as professional trade technicians, leading to future employment opportunities.

Welding & Fabrication I & II - The Welding and Fabrication course is a program geared toward entry level welding and fabrication using various welding techniques on carbon, stainless steel, and aluminum. The first year welding program provides students with the safety knowledge and skills to work in a shop environment both safely and efficiently preparing them for the second year and completion of the program. The second year welding program will provide students the advanced skills and confidence needed to join the welding workforce, including resume writing and job interview preparation.

Arts, Technology & Communication

Graphic Design I & II - Students will be given the opportunity to explore the exciting world of Graphic Arts, Graphic Design, and Multimedia Arts. Students enrolled in this program will develop skills and workplace competencies while exploring the many facets of communication careers. Students use a hands-on learning approach where the emphasis is placed on problem solving skills and communication techniques and processes.

TV/Film Production I & II - This course is an introduction to the field of film and video production. It familiarizes students with the basic principles, theories and techniques in video production. Students will construct storyboards, write scripts, direct shoots, and edit their own projects using equipment provided by the CTI.

Education & Training

Early Childhood Education I - This program provides students with an understanding of the physical, social and mental development of children ages birth to eight. Students will participate in off-site classroom internships.

Early Childhood Education II - This program prepares students to work under the general supervision of a licensed Teacher. Students will cover a range of topics related to pedagogy. Early Childhood Education is recommended prior to Early Childhood Education II.

Health Sciences

Introduction to Health Occupations - This one-year course is recommended during the student's junior year and includes core competencies specific to the Health Occupations. Students will be given an opportunity to explore various health care fields. Introduction to Health Occupations is strongly recommended before taking the Nursing Assistant (CNA) course. This class now offers the **Home Health Aid (HHA) credential** within the course. The HHA component will focus on the care and monitoring of people with disabilities or chronic illness to assist them with daily living activities. This is a 90 hour credential which includes 15-30 hours of supervised off campus experience. Second year option is the Nursing Assistant program.

Nursing Assistant - This one-year course for seniors introduces the student to the foundation skills necessary for the study of Nursing. Successful students qualify to take the CNA exam. Successful completion satisfies the health requirement for high school graduation. No academic pullouts available for this course. Important Notes: Introduction to Health Occupations is strongly recommended before taking Nursing Assistant; work maturity skills essential to success in the Nursing Assistant program.

Hospitality & Tourism

Culinary Arts /Restaurant Management I & II - This program for juniors and/or seniors introduces the student to skills in food preparation, baking and pastry arts, safety and sanitation, and culinary hospitality.

Marketing, Sales & Service

Cosmetology I & II - This is a two-year program. Students learn the care of hair, nails and skin. **Good attendance is essential.** Students who successfully complete the program with at least 1000 hours are eligible to take the New York State cosmetology license exam. No academic pullouts are available for this class. Successful completion of this program will require students to complete off-site internships.

Fashion Design & Merchandising I & II - Students in the Fashion Design & Merchandising program gain insight into the fashion and merchandising fields through work in an authentic fashion design setting at the Career & Technical Institute. Supported by state-of-the-art equipment, the curriculum covers such topics as the design and construction of apparel, the study of fabric and color, fashion history, and fashion illustration, as well as jewelry and accessory design.

Information Technology

Computer Networking - This class is designed to provide the student with the technical knowledge required to obtain an entry level job in the field of computer network installation and maintenance. Students will also be prepared to take the Networking Pro Certification Exam. While Computer Hardware Technology is not required as a prerequisite, basic knowledge of the workings of computers will make this class more accessible.

Computer Hardware Technology - (Formerly called A+ Computer Repair.) This class is designed to provide the student with the technical knowledge and skills required for an entry-level position in the information and computer technology career field. Additionally, students will be prepared to take the PC Pro Certification Exam.

Law and Public Safety

Security & Law Enforcement I - The first year of the program is designed as an introduction to the field of criminal justice, covering the components of the criminal justice system (police, courts, corrections), the interactions of these components through the steps in the criminal justice process, as well as the constitutional requirements of due process of law. Students will become familiar with the law, specifically the New York State Penal Law, the Criminal Procedure Law, and the Vehicle and Traffic Law. Students will also be exposed to controversial topics, such as search and seizure, use of force and police defensive tactics. Students will receive a realistic introduction to the popular subject of crime scene investigation. Students will finish the year by demonstrating their knowledge and skills through realistic scenario-based training.

Security & Law Enforcement II - The second year of the program begins with an introduction to criminology, including crime reporting, theories of crime and crime causation. After a brief examination of juvenile delinquency, the focus of the program shifts heavily to the investigation of various types of crimes. Finally, the emphasis of the second year leads to the field of security, including terrorism, threat assessment, as well as crime prevention. Students will have the opportunity to complete training and obtain certifications in CPR and First Aid, an Introduction to the National Incident Management System, an Introduction to the Incident Command System, and both the Pre-Service (8-hour) and In-Service (16-hour) New York State Security Guard Training.

Transportation, Distribution & Logistics

Automotive Technology I & II - This is an exploration of various segments of the automotive field, including in the second year, electronics, on-board computers, OBD I & II, transmissions, drive line and clutches, and engine service.

Small Engine Technology I & II - This program offers students entry level skills in small engine operation, maintenance, and repair. Second year students will focus on the operation, maintenance, and repair of lawn/garden equipment and recreational vehicles.

Related Academics

Career Literacy (CTE English) - All programs offer .5 credit per year in high school English.

Integrated/Specialized Science and Math - as indicated.

For more details on our programs, please visit our website www.dcboces.org/CTI or call Kirstin Litwin or Deanna Pillius at 845.486.8001