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HISTORY AND DESCRIPTION

The concept of local school districts being able to share vocational programs began in 1965 with the school districts of Flat Rock, Gibraltar, and Grosse Ile initiating eight vocational education programs to be utilized jointly. The Huron School District was added in 1967, Airport (Monroe County) in 1968, Woodhaven in 1972, Riverview in 1978, Trenton in 1994, and Southgate in 1995. As the process evolved, new programs were added to meet the expanding student and employment demands.

The group of school districts was referred to as the Downriver Area Vocational Cooperative. Cooperation has been the major element of success, which has enabled the current program's growth and development. As with any other school districts, these have had experiences with financial difficulties and administrative changes, but historically the vocational programs have always received positive attention as meeting vital educational needs, and the Cooperative's ability to meet those needs in a "cost effective" manner has been recognized.

During August of 1978, the Downriver Area Vocational Cooperative was approved for Area Center Designation, which provided for a fifteen year contract among participating districts and the capability to function as a single district relative to vocational education operations. At this time, the name was changed to the Downriver Career Vocational Consortium.

In the fall of 1991, the Consortium's name was changed to Downriver Career Technical Consortium (DCTC) to better reflect what the organization represents.

Under the law, DCTC is defined as a "decentralized area center", meaning we will operate the same as the vocational area centers, but our programs will be offered at more than one site. Currently programs are offered at 13 different locations.



CODE OF CONDUCT FOR STUDENTS RIDING THE CAREER TECHNICAL EDUCATION (CTE) BUS

- Be ready to get on the bus as soon as it arrives.
- Be courteous to the bus driver and peers.
- Students must remain on their incoming bus until all buses arrive at the designated hub location and are stopped. At this time the transfer may begin. (See Transportation Hub Policy below)
- General rules similar to your home school are strictly enforced at the designated (hub) location. There is absolutely NO smoking, NO snowball throwing, and NO fighting. Also, no student is to leave the designated (hub) area.
- Students guilty of smoking, fighting, vandalism, using obscene or profane language, or any other inappropriate behavior on the bus will forfeit their right to ride the bus.
- There is no eating on the buses.
- All transfer students must ride the bus unless given written authorization from their home and receiving principal to drive cars. (See Driving Policy below)
- Transfer students are required to carry identification cards. This card will be issued by the instructor of your career technical class and completed by you. You must show this card to the bus driver upon request. The bus driver may refuse transportation to any student who does not have an I.D. card.
- In general, please behave like ladies and gentlemen.
- A student who does not abide by the above rules will jeopardize his/her privilege of participating in career technical programs.
- A ZERO TOLERANCE policy is in force on all CTE buses and at the hub.

STUDENT RESPONSIBILITY

It is a privilege to attend classes offered by the Downriver Career Technical Consortium. Since you elected to take a career technical program, we assume you want to receive training for a career and will behave in a manner which will promote that training. Students will follow the rules and regulations of the attending school and are accountable to the principal of the school in which their class is held.

TRANSPORTATION HUB POLICY

School districts will provide transportation for students to CTE programs. Students are REQUIRED to use this bus service. All students must adhere to the Code of Conduct stated above while at the designated hub location.

TRANSPORTATION PROCESS

- Twice during the day, transfer students are transported by their home school buses to a centralized drop point (hub).
- CTE buses returning to their home school will transport transfer students who will be attending programs at their high school.
- CTE buses then transport the transfer students back to the hub.
- Home school buses transport their transfer students back to their home schools.

The transportation hub is located in the Flat Rock Assembly Plant complex. Flat Rock Assembly employees will be working nearby. Inappropriate behavior at the hub will not be tolerated, and will result in immediate removal from the career technical education program.

PLEASE BE ADVISED THAT THE FLAT ROCK ASSEMBLY PLANT IS A FEDERAL TRADE ZONE.
ANY LAWS BROKEN ON THE PREMISES ARE A **FEDERAL OFFENSE** AND WILL BE HANDLED BY THE FEDERAL COURTS.

Students must only enter and leave the hub via school bus. Parents are not permitted to drive their student to the hub, or pick their student up at the hub. If a student misses the bus from his/her school to the hub, parents and/or school official are allowed to drive the student to the school where the career and technical education program is housed. If a student must leave early, the student must be picked up at the school, not the hub, with the permission of the home school and notification to the educating school before a student may be picked up at the educating school.

DRIVING POLICY

Only in extreme situations that have been discussed between the student, the parent, the home school principal, and the receiving school principal will an exception be made for a student to provide his/her own transportation. It is also stressed that when a student receives a permit to drive, this is permission for that student ONLY to provide him/herself transportation, and they are absolutely not allowed to

UNAUTHORIZED DRIVING TO AND FROM CAREER TECHNICAL CLASSES

First Offense: Three day suspension from class and/or school.

Second Offense: Removal, without credit, from the career technical program. Credit loss shall be for the current semester only.

A STUDENT SHALL HAVE ONLY TWO OF THESE OFFENSES THROUGHOUT THE DURATION OF HIS/HER CAREER TECHNICAL PROGRAM BEFORE HE/SHE IS REMOVED FROM THE PROGRAM.

ATTENDANCE POLICY

All CTE transfer students leaving their home school to take a consortium class in a DCTC member district become students of the host (educating) district while in attendance there. For this reason, all transfer students will follow the attendance policy of the educating school for their CTE class and will be subject to two attendance policies - (1) the home (sending) school's policy and (2) the host (educating) school's policy. Students will also follow the absence appeal process of the host (educating) district for CTE absences. Any discrepancies will be addressed by the sending and receiving principals.

Students are encouraged to attend their CTE class when their home school is closed (with the exception of closure due to inclement weather). For example, attendance is encouraged during mid-winter break, teacher record days, staff professional development days, etc. Students are not allowed to drive to class when their home district is closed due to inclement weather. Absences will not count toward the absence limit when students' home schools are closed.

For the purpose of the Attendance Policy, only those absences caused by the student will be counted relative to the mandatory attendance policy. To appeal this, a student must appeal to the school where the program is housed, and the student must follow the educating schools appeal process and deadlines, with the exception of the Cosmetology program, which must be appealed at the student's home school.

CERTIFICATE OF ACHIEVEMENT POLICY

Certificates of Completion are to be awarded to students who have earned the status of More than a Concentrator (Completer) only. In order to receive the Certificate of Completion, a student must meet one of these two scenarios:

- Completed all 12 segments or 8 segments plus a state approved credential with a "C" or higher for each Trimester/Semester
- Completed 3 or more Perkins Course Competencies (PCCs) or 2 PCC's plus a state approved credential with a "C" or higher for each Trimester/Semester

TRANSPORTATION & SCHEDULING

DCTC HUB Schedule

Morning Transfer	7:50-7:55AM
Mid-Day Transfer	10:30-10:40AM
Afternoon Transfer	12:50-12:55PM



Student Schedule Examples

Semester		
Hour	AM CTE Program	PM CTE Program
1	CTE Class	High School Class
2	CTE Class	High School Class
3	CTE Class	CTE Class
4	High School Class	CTE Class
5	High School Class	CTE Class
6	High School Class	High School Class

Trimester		
Hour	AM CTE Program	PM CTE Program
1	CTE Class	High School Class
2	CTE Class	High School Class
3	CTE Class	CTE Class
4	High School Class	CTE Class
5	High School Class	High School Class

Accounting, Finance & Finance Management				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Finance and Financial Management Services	This program prepares students to plan for and evaluate a business' operations, financial and investing decisions and how accounting systems gather and communicate financial information to interanal and external decision makers. Topics include an introduction to accounting, the accouting cycles, accounting information systems, financial analysis, business law and entrepreneurship.	Airport HS	In-House	Baker College
		Carlson HS	In-House	
		Huron HS	In-House	Davenport University
		Riverview HS	In-House	
		Southgate Anderson HS	In-House	Ferris State University
		Woodhaven HS	In-House	Washtenaw Community College Wayne County Community College District



In-House Class: Available to students whose home school is the education school
 Transfer Class: Available to students from the 9 DCTC Districts



Agriculture, Food & Natural Resources

Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Agriculture, Agricultural Operations and Related Sciences	This program focuses on the general principles and practice of agricultural research and production designed to prepare students to apply this knowledge to the solution of practical agricultural problems. It includes instruction in basic animal, plant and soil science; animal husbandry and plant cultivation; soil conservation; natural resources and agricultural operations such as farming, ranching and agricultural business	Airport HS	Transfer	Davenport University
Applied Horticulture and Horticulture Operations	This program focuses on three main topics: plant biology, greenhouse management and landscape design. Students will understand how plants grow, move nutrients around and reproduce. Students will conduct laboratory experiments on providing the best growing environment for plants. Explore how horticulture can feed the world. Students will study the science behind plant propagation and horticulture relationship to human health.	Trenton HS	Transfer	Davenport University





Architecture & Construction				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Construction Trades	This program prepares students to apply technical knowledge and skills in the building, inspection, and maintenance of structures and related properties. It includes instruction in carpentry, electrical and power transmission installation, building/construction finishing, inspection, lay out, cut, fabrication, erection, installation, and repair of wooden structures and fixtures using hand and power tools, technical mathematics, framing construction materials and selection, job estimating, blueprint reading, foundations and roughing-in, finishing carpentry techniques, and applicable codes and standards.	Carlson HS	Transfer	Davenport University
		Southgate Anderson HS	Transfer	
Drafting and Design Technology	This program prepares students to apply technical knowledge and skills to create products using techniques of precision craftsmanship or technical illustration. It provides a broad foundation of applied academics and transferable basic skills, plus occupationally specific technical skills required to function in an increasingly complex and highly technological society and workplace. It includes instruction in technical skills and advanced computer software and hardware; creation of graphic representations and simulations in support of engineering projects; engineering graphics; two-dimensional and three-dimensional engineering design; solid modeling; engineering animation; computer-aided drafting (CAD) and auto-CAD techniques; and manufacturing design projects.	Airport HS	Transfer	Davenport University Wayne County Community College District





Architecture & Construction - Continued

Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Electrical Engineering	The program covers the basic principles of electricity and proceeds to the concepts of solid state components such as diodes, transistors, integrated circuits, and microprocessor systems. Advanced courses show how these fundamental principles are applied to machine control, computers, power supplies, amplifiers, oscillators, industrial control, and instrumentation systems. Courses simulate actual working conditions in fully-equipped laboratories where students put electrical-electronics theory into practice. Along with laboratory experiences setting up circuits, troubleshooting, and calibrating systems, computer-simulated circuit analysis is used in the majority of the courses. Successful completers of the program will receive an electrical engineering technology Certificate. This may then be used either for job placement or to further their education at either Henry Ford in the completion of their Associates degree in one year or to transfer to another college.	Henry Ford College	Transfer	Henry Ford College (Direct Credit)
HVAC	This program prepares students to apply technical knowledge and skills to repair, install, service and maintain the operating condition of heating, air conditioning, and refrigeration systems. It includes instruction in diagnostic techniques; the use of testing equipment; and the principles of mechanics, electricity, and electronics as they relate to the repair of heating, air conditioning and refrigeration systems.	MTech Center Henry Ford College w/ Riverview HS	Transfer	Henry Ford College (Direct Credit) Wayne County Community College District





Arts, A/V Technology & Communications

Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Graphic Communications	This program prepares students to apply technical knowledge and skills in the manufacturing and distribution or transmission of graphic communications products. This includes instruction in the pre-press, press, and post-press phases of production operations; and processes such as offset lithography, flexography, gravure, letterpress, screen printing, foil stamping, digital imaging, and other reproduction methods.	Southgate Anderson HS	Transfer	Davenport University
		Trenton HS	In-House	Ferris State University
		Woodhaven HS	Transfer	Washtenaw Community College
Radio & TV Broadcasting Technology	This program prepares students to apply technical knowledge and skills to the production of radio and television programs; and related operations under the supervision of broadcast and studio managers, directors, editors, and producers. This program includes instruction in sound; lighting; camera operation and maintenance; power and feed control; studio operations; production preparation; broadcast engineering; related computer applications; and specialized applications such as news, entertainment, live talk, sports, commercials, and taping. This course links to the knowledge and skills critical in Broadcast, Film and Journalism; and Audio Video Communication Technology.	Carlson HS	Transfer	Davenport University
		Trenton HS	Transfer	Ferris State University Washtenaw Community College



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Transfer Class: Available to students from the 9 DCTC Districts



Automotive Services				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Automotive Technician (NATEF Certified)	This program prepares students to engage in the servicing, maintenance, adjustment, and repair of automotive components and systems. It also provides a sequence of learning experiences related to the National Automotive Technicians Education Foundation (NATEF), ASE Education Foundation, and repair categories requiring certification. This program may include diesel engine repair. Learning activities in the classroom, laboratory, shop, and actual work setting are combined to provide students with the opportunity to become knowledgeable of nomenclature; safety principles and practices; and job entry level skills in disassembling, assembling, inspecting, repairing, and replacing components or systems.	Airport HS	Transfer	Davenport University Washtenaw Community College Henry Ford College Wayne County Community College District
		Huron HS	Transfer	
		Trenton HS	Transfer	
Collision Repair Technician (NATEF Certified)	This program prepares students to apply technical knowledge and skills to repair, reconstruct, and finish automobile bodies, fenders, and external features. It provides a sequence of learning experiences related to the National Automotive Technicians Education Foundation (NATEF), ASE Education Foundation and repair categories requiring certification. Learning activities in the classroom, laboratory, shop, and actual work setting are combined to provide students with the opportunity to become knowledgeable of nomenclature; safety principles and practices; and job-entry level skills.	Huron HS	Transfer	Davenport University Washtenaw Community College





Business Management & Administration				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Business Administration Management and Operations	This program prepares students to plan, manage, supervise, and market business operations, products, and services. It includes instruction in business administration; information management; human resource management; business law; ethics; business communications utilizing application software; preparing and delivering presentations; planning and organizing projects; and decision making in a business environment.	Airport HS	In-House	Baker College
		Carlson HS	In-House	Davenport University
		Riverview HS	In-House	
		Southgate Anderson HS	In-House	Ferris State University
		Woodhaven HS	In-House	
				Washtenaw Community College Wayne County Community College District



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Cosmetology				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Cosmetology	This program prepares students to cut, trim, and style scalp, and facial hair; apply cosmetic preparations; perform manicures and pedicures; massage the head and extremities; and prepares students for practice as licensed cosmetologists in specialized or full-service salons. It includes instruction in hair shampooing, cutting and styling; manicures; pedicures; facial treatments; chemical applications; esthetics; shop management; sanitation and safety; customer service; and applicable professional and labor laws and regulations.	Monroe County Students Including Airport HS Michigan College of Beauty Wayne County Students Riverview School of Cosmetology	In-House In-House	Davenport University Ferris State University Washtenaw Community College



In-House Class: Available to students whose home school is the education school
 Transfer Class: Available to students from the 9 DCTC Districts



Culinary Arts				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Cooking & Related Culinary Arts, General	This program focuses on preparing students for a variety of jobs within the food service industry. It includes instruction is food preparation, cooking techniques, equipment operation and maintenance, sanitation and safety, communication skills, applicable regulations, and principles of food service management.	Riverview HS	Transfer	Baker College Davenport University Ferris State University



Education & Training				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Education General	This program focuses on the general theory and practice of learning and teaching. It includes instruction in the basic principles of educational psychology; the art of teaching; the planning and administration of educational activities; school safety and health issues; and the social foundations of education. Possible areas of concentration include teaching and training, professional support services, administration, and administrative support.	Grosse Ile HS	Transfer	Baker College Davenport University Ferris State University Schoolcraft College Wayne County Community College District

Health Services				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Therapeutic Services	This program provides students the needed skills in health careers which focus primarily on changing the health status of the patient over time. Careers in the Therapeutic Services course work directly with patients and may also provide care, treatment, counseling, and health education information. Additional subject areas are Nursing Occupations, Dental Occupations, Pharmacy Assisting, Medical/Rehab Services, Emergency Medical Services, Medical Services, and Veterinary Science.	Flat Rock HS	Transfer	Baker College
		Health Occupations I Health Occupations II: Pharmacy Technician		Ferris State University
		Grosse Ile HS	Transfer	Davenport University
		Health Occupations I Health Occupations II: Nursing & Allied Health Health Occupations II: Sports Medicine Wyandotte Hospital Health Occupations I & II		Wayne County Community College District Washtenaw Community College
		Woodhaven HS	Transfer	
		Dental Occupations I & II		



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 Transfer Class: Available to students from the 9 DCTC Districts



Information Technology				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Digital/Multimedia and Information Resources Design	This program prepares students to utilize programming software, graphics applications, and other authoring tools to design, edit, and publish (launching) documents, images, graphics, sound, and multimedia products on the internet. It includes instruction in internet theory; web page standards and policies; elements of web page design; web programming and hosting; databases; email and personal information management; security; as well as creating media product specifications; user interfaces; vector tools; special effects; interactive and multimedia components; search engines; navigation; e-commerce tools; emerging web technologies; project management; and providing customer support.	Airport HS	Transfer	Baker College
		Carlson HS	In-House	Davenport University Ferris State University Washtenaw Community College
System Administration/Administrator	This program prepares students to manage computer operations and control system configurations emanating from a specific site or network hub. It includes instruction in computer hardware and software applications; managing software systems; evaluating application software packages; basic web programming; web hosting; systems analysis and design; system installation and maintenance; local area network (LAN) and wide area (WAN) networking; principles of information systems security; disk space and traffic load monitoring; data backup; resource allocation; setup and takedown procedures; customer service, and project management.	Airport HS	Transfer	Baker College Davenport University Schoolcraft College (Direct Credit)





Information Technology - Continued				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Computer and Information Systems Security/Information Assurance	The program prepares students for a mid-level understanding of the technological needs, threats, and vulnerabilities of hardware, software, operating systems, networks and the Internet. Students will examine operating systems, networks, tools and protocols needed to navigate, use, and manage security technologies as well as gain insight into the legal, social, and political dynamics of the cyber universe. Designed for students interested in cyber defense seeking a fundamental understanding of cybersecurity.	MTech Center Henry Ford College w/ Carlson HS	Transfer	Baker College Henry Ford College (Direct Credit)



Public Service				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Army JROTC	This program prepares and refines the traits of leadership within individual students by emphasizing the qualities of a leader and the challenges to leadership. The four-year program is designed to motivate students to become better citizens. It includes instruction in the precepts of citizenship and emphasizes self-confidence, self-discipline, and community service. Students also receive CERT (Community Emergency Response Team) certification as part of this program.	Southgate Anderson HS	Transfer	<p>Cadets that attend a college or university and enroll in a Senior ROTC college program will receive one year of Senior ROTC college credit upon successful graduation from the high school JROTC</p> <p>Baker College</p> <p>Davenport University</p>
Criminal Justice	This program prepares students for the criminal justice system. Law enforcement officers protect lives and property. Detectives and criminal investigators gather facts and collect evidence of possible crimes. Law enforcement officers' duties depend on the size and type of their organization. This program is designed to provide the academic and professional training necessary for careers in these fields.	Trenton HS	Transfer	<p>Baker College</p> <p>Davenport University</p> <p>Ferris State University</p> <p>Wayne County Community College District (Direct Credit)</p>

Public Service - Continued				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Fire/EMT	<p>Students will learn the basics of safety, fire prevention and public education, fire control, and rescue and extrication. Students will use industry specific equipment, such as fire trucks, hoses, protective clothing, fire service hand tools, and The Jaws of Life to put theory into practice as they learn the skills necessary to begin a career with a fire department. Students are exposed to a Chain of Command style of instruction where they are taught to follow orders, work as a team, and practice routine skills on a daily basis.</p> <p>Students take biweekly field trips to Wayne County Community College District's Michigan Institute for Public Safety Education to complete practicum hours required for certification. This state-of-the-art, 10-acre, \$6 million facility houses a 5-story fire tower, a 12,000 square-foot training center, a 50,000 square-foot driving training area, and a man-made lake for water rescue simulations.</p>	N/A	N/A	N/A



Manufacturing				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Mechanical Drafting	This program prepares students to apply technical knowledge and skills to develop working drawings and electronic simulations in support of mechanical and industrial engineers and related professionals. Instruction includes manufacturing materials and processes, mechanical drafting, electrode-mechanical drafting, basic metallurgy, geometric dimensioning and tolerance, blueprint reading, and technical communication.	Flat Rock HS	Transfer	Davenport University Henry Ford College
Mechatronics	This program prepares students to apply mathematical and scientific principles to the design, development, and operational evaluation of computer controlled electromechanical systems and products with embedded electronics, senses, and actuators, and which includes, but is not limited to, automated robots and automation systems. Instruction includes mechanical engineering, electronic and electrical engineering, computer and software engineering, and control engineering.	Airport HS	In-House	Schoolcraft College *Direct Credit for Airport ONLY
		Southgate Anderson HS *Program is located at the Ford Flat Rock Assembly Plant	Transfer	Henry Ford College *Direct Credit for Southgate ONLY Baker College Davenport University



Manufacturing - Continued				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Welding, Brazing and Soldering	This program prepares students to apply technical knowledge and skills to join or cut metal surfaces. It includes instruction in arc and resistance welding; brazing and soldering; welding and cutting; solid state welding; ferrous and non-ferrous materials; oxidation-reduction reactions; welding metallurgy; welding processes and heat treating structural design; safety; and the applicable codes and standards.	Airport HS	Transfer	Monroe Community College
		Flat Rock HS	Transfer	Ferris State University
		Woodhaven HS	Transfer	Davenport University Wayne County Community College Washtenaw Community College
Woodworking General	This program prepares students to apply technical knowledge and skills to prepare and execute furniture design projects; lay out and shape stock; assemble wooden articles or subassemblies; mark, bind, saw, carve, and sand wooden products; and repair wooden articles. Instruction also includes the use of a variety of hand and power tools.	Trenton HS	Transfer	Delta College Northern Michigan University Davenport University



Marketing				
Program Name	Program Description	Program Location	Program Type	Possible College Credit With
Marketing Sales & Service	This program focuses on planning, managing, and performing wholesaling and retailing services and related marketing and distribution support services including merchandise/product management and promotion. Various specialty areas are included. Skills acquired in this course include customer service; problem solving; process/system thinking; project management; communication; and decision making.	Airport HS	In-House	Baker College
		Carlson HS	Transfer	
		Huron HS	In-House	Davenport University
		Southgate Anderson HS	In-House	
		Trenton HS	In-House	Ferris State University
		Woodhaven HS	In-House	
				Wayne County Community College District



In-House Class: Available to students whose home school is the education school

Transfer Class: Available to students from the 9 DCTC Districts