



Fargo Public School  
Northern Cass School

Central Cass School  
West Fargo Public School

To: Dr. Cory Steiner, Doug Margerum, Nikki Wixo, Ryan Salisbury, Andrea Benson, Ralph Elletson, David Gravidahl, Stephan Garaas, Dr. Wayne Samson, Traci Tarnasky, Ron Thompson, Dr. Todd Bertsch, Ullrich Reichenbach, Mark Blanshan, Heidi Horne, Dr. Dale Miller, Marian Askegaard, Lee Larson, Andrew Henjum, Ryan Pierce

Date: August 26, 2020 - Revised

From: Dr. Denise Jonas, CTE Director

RE: CCCTEC Staff Assignments for the Year

Thank you for your continued partnership and collaboration as a member of the Cass County CTE Center. Your leadership and expertise continue to enhance CTE opportunities for students in the region and provide personalized options for career exploration. Thank you!!!

**Important Information:**

- CCCTEC Member School Start Dates:
  - August 24, 2020 - NDSCS
  - August 31, 2020 - Central Cass, Northern Cass
  - September 2, 2020 – Fargo
  - September 3, 2020 - West Fargo
  
- Semester 2 Start Dates:
  - January 12, 2021 – NDSCS, Northern Cass, Central Cass, Fargo
  - January 25, 2021 - West Fargo
  
- Click for [20-21 Google Schedule](#)
  
- Website: [www.casscte.com](http://www.casscte.com)

**Import Procedures:**

- ALL - please review the CCCTEC Course Sharing Handbook attached.
- COVID procedures – learners attending off-campus schools must follow COVID monitoring procedures for health safety. Learners should not attend off-campus classes if they are unable to meet COVID health and safety guidelines.
- Receiving schools - must be notified if a sending student has tested positive while in contact with hosting site students.
- Principals - inform CCCTEC teachers of any IEP, 504, or other accommodations for your learners to ensure a great start to the experience.
- Receiving Principals - ensure host teachers have a PowerTeacher login and link to your PowerSchool site.
- Teachers –
  - When hosting off campus learners, please have students complete the - Registration Form for 2020- 2021 (click to access form) to garner personal contact information in the event of an emergency
  - Review school calendars to plan for hybrid and non-school dates. Report any questions or concerns to the CCCTEC director and principal designees.
  - (click to access calendars below)
    - Central Cass calendar
    - Fargo Public calendar – link to [hybrid calendar schedule](#)
    - Northern Cass calendar -
    - West Fargo calendar – [hybrid split – A-K, L-Z](#)
  - Due to variations in school schedules, please communicate expectations with students and respective school principals on these dates.

**Face-to-Face Classes – students will travel to host sites to complete coursework. Alternate activities will be scheduled by the host teacher and posted on a Learning Management System for non-school days.**

- For face-to-face courses, classes will begin based on start dates listed below.
- Hosting teachers are responsible to communicate alternate schedules to students and the receiving school principal for hybrid schedules, days-off, or during Final Exam dates.

Semester Start Date	Course	Period Time	Teacher/Host Site	Schools
Semester 1, Sept. 3	Aviation IA	7:25 – 8:22 am	Gravdahl/Sheyenne	Sheyenne=30, Davies=7, WFHS =1, North = 3
Semester 2, Jan. 25	Aviation IB	7:25 – 8:22 am	Gravdahl/Sheyenne	Sheyenne=30, Davies=7, WFHS =1, North = 3
Year, Sept. 3	Aviation II	8:22 – 9:09 am	Gravdahl/Sheyenne	Sheyenne=19, Davies=2
Year, Sept. 3	Diesel I	9:49-10:36 am	Elletson/Sheyenne	CC, Davies, South, Sheyenne, WFHS
Year, Sept. 3	Diesel II	7:25-9:09 am	Elletson/Sheyenne	NHS, WFSHS, WFHS
Semester 1 Sept. 2 – Fargo Sept. 2 – Central Cass Sept. 3 – West Fargo	Welding I	7:30 – 9:00 am 8:00 – 9:45 am	Larson/NDSCS	North= 16, CC =1, Sheyenne =3 Sheyenne = 5
Semester 2 Jan. 19	Welding II	7:30 – 9:00 am 8:00 – 9:45 am	Larson/NDSCS	North = 15, Sheyenne = 4

**Video Conferencing\Hybrid - students will be scheduled between hosting site and receiving site for the same period. Online tools will be used to share materials and video conference sessions.**

- Classes will be held using video conferencing tools, along with a Learning Management System for resources.
- Textbooks or materials will be delivered to host sites when required. Sending teachers should work with classroom proctors for arrangements. Contact Denise Jonas or Tracey Faltersack if needing additional assistance.
- Receiving sites are responsible to determine supervision of students.

Semester	Course	Period Time	Teacher/Host Site	Schools
Semester 1 Sept. 8 or 9 – Zoom (A-K) Sept. 10 – Zoom (L-Z)	Intro to Agriculture	2:45 – 3:30 pm	Tamra Maddock/Central Cass SHS Proctor/Penny Aipperspach WFHS Proctor/Brad Mackowick	Davies = 1 Sheyenne= 5 WFHS=5
Semester 2 January 25 - Zoom	Plant Science I	2:45 – 3:30 pm	Tamra Maddock/Central Cass	North = 1 Sheyenne= 6 WFHS=2
Semester 2 - Zoom January 25	AP Java	7:25 – 8:22 am	Garaas/Sheyenne	Davies=7, North=6, WFHS=3, Sheyenne=5

### Online Classes

**The course is asynchronous. Students can be scheduled throughout the day. Office hours are listed by teacher.**

- Face-to-face or Zoom meetings to meet with students will be scheduled by the hosting teacher and the remote site principal. Online instructors, please plan for a substitute teacher if needed with your home school.
- Instructors will distribute or make arrangements to distribute textbooks or course materials to the receiving principal.
- An online Learning Management System (LMS) will be based on the hosting school's platform.
  - If using Google Classroom, schools must ensure students have a school Google e-mail account, not a personal account.

Semester	Course	Start Date	Office Hours	Teacher/Host Site	Schools
Semester 1	Medical Terminology	September 9, 2020	2:34 – 3:21 pm	Andrea Benson/SHS	CC=13 NC=6 SHS=9
Semester 2	Prevention and Care of Athletic Injuries	January 27, 2021	2:34 – 3:21 pm	Andrea Benson/SHS	NC=5 CC=12

Cc: Morgan Forness – Central Cass, Dr. Grosz – Fargo, Dr. Steiner – Northern Cass, Dr. Burgad – West Fargo\

# Cass County CTE Schedule 2020-2021 - Funded Program Schedule (DRAFT)

## Agriculture Education

Ag Education	Central Cass Schedule	Period 1 8:25-9:15	Period 2 9:18-10:08	Period 3 10:11-11:01	Period 4 11:04-11:54	Period 5 12:27-1:17	Period 6 1:20-2:10	Period 7 2:13-3:03	Period 8 2:45-3:30	
Maddock, Tamra	Semester 1	Central Cass - Agriculture Courses							Intro of Ag (Video)	
	Semester 2								Plant Science I (Video)	

## Aviation Technology

Aviation	Sheyenne Schedule - Room 2641	Period 1 7:25-8:12	Period 2 8:22-9:09	Period 3 9:49-10:36	Period 4 10:41-11:28	Period 5 11:33-12:20	Period 6 12:50-1:37	Period 7 1:42-2:29	Period 8 2:34-3:21
Gravdahl, Dave	Semester 1	Aviation	Aviation	Aviation IA	Aviation	Aviation II	Prep	UAV	
	Semester 2	IA	II		IA			UAV	

## Diesel Technology

Diesel	Sheyenne	7:25-8:12	8:22-9:09	9:49-10:36	10:41-11:28	11:33-12:20	12:50-1:37	1:42-2:29	2:34-3:21
Elletson, Ralph	Semester 1	Diesel II Block		Diesel I & CC	Diesel I	Diesel I - 5A, or 5B 11:58	Prep	Diesel I	Open
	Semester 2								

## Health Sciences

Health Science - WFHS	WFHS Schedule	PERIOD 1 7:45-8:35	PERIOD 2 8:40-9:35	PERIOD 3 9:40 - 10:30	PERIOD 4 10:35-11:25	PERIOD 5 11:30-12:45	PERIOD 6 12:50-1:40	PERIOD 7 1:45-2:35	PERIOD 8 2:40-3:30
Tarnasky, Traci	Semester 1	Health Sci I	Health Sci I	Health Sci II	Open	PCAI	Med Term	Prep	Open
	Semester 2			PCAI	PCAI	Supervision	Prep		
Health Science-SHS	Sheyenne Schedule	7:25-8:12	8:22-9:09	9:49-10:36	10:41-11:28	11:33-12:20	12:50-1:37	1:42-2:29	2:34-3:21
Benson, Andrea	Semester 1	HS 1	HS 1	HS 1	Prep	HSII	Med-Term OL = 27	HS II	Open
	Semester 2				Open	PCAI	PCAI OL = 17	Study Hall	

Health Science - North	North Schedule	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8
		8:45-9:30	9:35-10:20	10:25-11:10	A-11:15-12:00 B-11:30-12:15	A-12:05-12:50 B-12:30-1:15	1:20-2:05	2:10-2:55	3:00-3:45
Tollefson, Allyson - FNHS	Semester 1	HS I	Prep	HS II		HS II	Job Shadow	HS I	HS I
	Semester 2								
Horne, Heidi - Fargo	Semester 1	HS I	CNA	Travel	CNA	Prep	Travel	HS I	CNA
	Semester 2		Med Term		Med Term				Prep
<b>Information Technology</b>									
Information Tech	Sheyenne Schedule	Period 1	Period 2	Period 3	Period 4B	Period 5B	PERIOD 6	PERIOD 7	PERIOD 8
		7:25-8:22	8:22-9:09	9:49-10:36	10:41-11:28	11:33-12:20	12:50-1:37	1:42-2:29	2:34-3:21
Garaas, Stephen	Semester 1		Intro to coding - Horace - 8:00-8:49 (travel over advisory)	Intro to Coding = SHS 19	Prep	Java I =22	IT Essential I	CC Online Help	Mobile App On-site
	Semester 2	AP Java = SHS=5, Davies=7, WFHS=3, North=6	Mobile App On site	Coordinator Duties	Prep	Intro to coding SHS=19	IT Essentials II	CC Online Help	
Information Tech	South Schedule	8:30-9:15	9:20-10:05	10:10-10:55	A-11:00-11:45 B-11:25-12:10	A-11:50-12:35 B-12:15-1:00	1:05-1:50	1:55-2:40	2:45-3:30
Reichenbach, Rick	Semester 1	JAVA - N=10	IT Ess 1 N=7	Travel	Prep	IT Ess 1 S=14	Cisco 1 - S=7	Travel	JAVA - 22
	Semester 2	Intro C - 10	IT Ess 2 - N=9	Travel	Prep	IT Ess 2 S=13	Cisco 2 - S=7	Intro C - S=13	
Werremeyer, Wayne	Semester 1	Intro to Coding	ILC						
	Semester 2	Intro to Coding							

Information Tech	WFHS	PERIOD 1 7:45-8:35	PERIOD 2 8:40-9:35	PERIOD 3 9:40 - 10:30	PERIOD 4 10:35-11:25	PERIOD 5 11:30-12:45	PERIOD 6 12:50-1:40	PERIOD 7 1:45-2:35	PERIOD 8 2:40-3:30
Thompson, Ron	Semester 1	Java I = TEALS	Prep	Intro to coding - 20					
	Semester 2		Intro to coding - 20					Web Design= 13(Shey)	

### Manufacturing

Manufacturing	South	8:30-9:15	9:20-10:05	10:10-10:55	A-11:00-11:45 B-11:25-12:10	A-11:50-12:35 B-12:15-1:00	1:05-1:50	1:55-2:40	2:45-3:30
Henjum, Andy	Year	Open	Manufacturing 2 F20	Manufacturing 3 F20	Prep	Manufacturing 2 F20	Manufacturing 1 F20	Manufacturing 1 F20	Open

### Welding Technology

Welding Technology	NDSCS	Period EB	Period 1							
		7:30-9:00 am	8:50 - 9:45 am							
Larson, Lee	Sem 1-Welding I - 110 MFGT	Central Cass - 1	Flex if needed	1 Instructor	20 Students					
	Sem 1-Welding I - 110 MFGT	Sheyenne = 3	Sheyenne = 5	2 Instructors	30 Students					
	Sem 1-Welding I - 110 MFGT	North High School =16	Flex if needed	2 labs	30 students					
	Sem 2-Welding II-123MFGT	North=15, Shey = 5	Flex if needed							