



**Syracuse City School District  
Computer Information Systems  
Program Approval  
Self-Study Report**  
Career and Technical Education

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March 2023

# Computer Information Systems Program Approval Self-Study Report

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# The Self-Study Process

The self-study is an important step in the career and technical education approval process and provides for an in-depth evaluation of the program of study. Its purpose is to bring together primarily internal stakeholders to review the CTE program and propose relevant modifications.

[NYSED Self-Study Process](#)

# Program Information

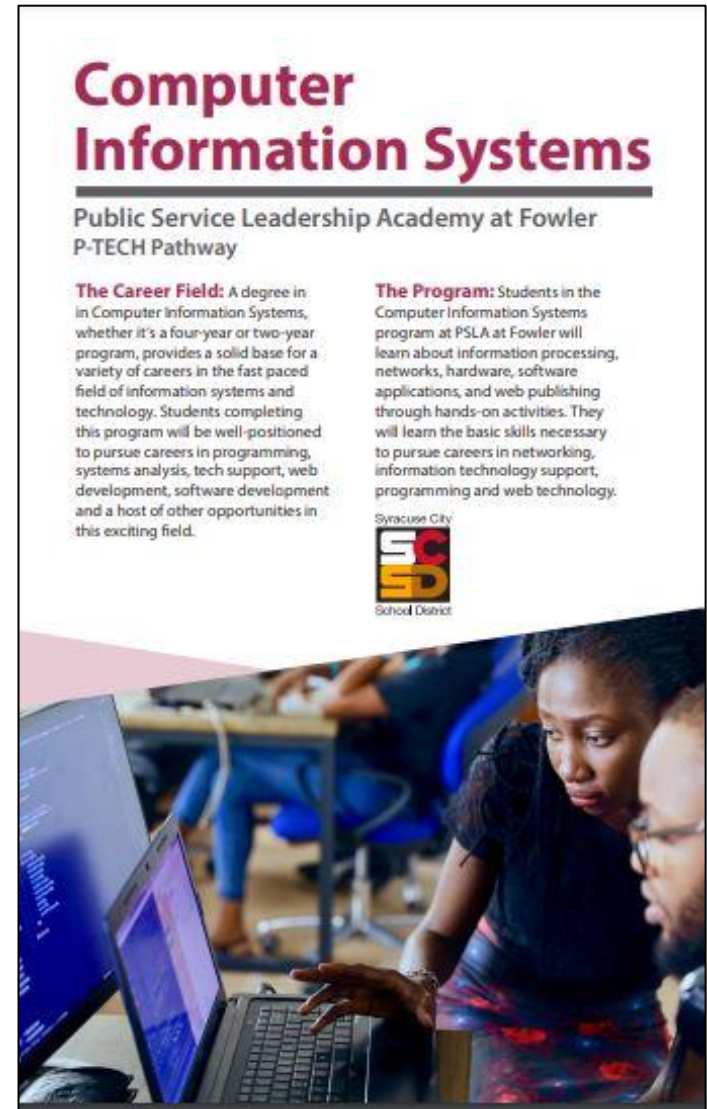
The Computer Information Systems program provides students with the opportunity to learn the fundamentals of information processing, networks, hardware, software applications, and web publishing toward the goal of earning college credits and an Associate's degree in Computer Information Systems from Onondaga Community College.

Students will learn about common software packages for word processing, spreadsheets, databases, digital imagery and design, and desktop publishing and will use their skills to create authentic products for themselves and the community. Students will carry out computer and technical equipment maintenance and environmentally responsible hardware recycling.

Students will explore and apply the concepts of digital citizenship. Within this curriculum students will have the opportunity to earn Precision Computer Systems I Certification along with CTE Endorsement and college credits.

Students who successfully complete the Computer Information Systems pathway will be prepared for entry level careers or further education and training in programming, systems analysis, tech support, web development, software development and other opportunities in the computer information field.

[NYSED CTE Program Requirements](#)





## Computer Information Systems

Public Service Leadership Academy at Fowler  
P-TECH Pathway

**The Career Field:** A degree in Computer Information Systems, whether it's a four-year or two-year program, provides a solid base for a variety of careers in the fast paced field of information systems and technology. Students completing this program will be well-positioned to pursue careers in programming, systems analysis, tech support, web development, software development and a host of other opportunities in this exciting field.

**The Program:** Students in the Computer Information Systems program at PSLA at Fowler will learn about information processing, networks, hardware, software applications, and web publishing through hands-on activities. They will learn the basic skills necessary to pursue careers in networking, information technology support, programming and web technology.

Syracuse City  
School District



# Curriculum

- Level 100 – Level 400
  - Integrated credit in ELA
  - Embedded Career and Financial Management
- NYSED Curriculum Requirements
- NYSED Overview of Integrated and Specialized Academic Credits
- NYSED Career and Financial Management Framework



# Program Data








Program Data		
What is the total anticipated enrollment in this specific CTE program for each academic year?	Of this total, what is the anticipated enrollment for students with an IEP plan?	Of this total, what is the anticipated enrollment for students with Section 504 plan?
Grade 9: 28 Grade 10: 28 Grade 11: 28 Grade 12: 28 Cumulative Total: 112	Grade 9: 3 Grade 10: 4 Grade 11: 2 Grade 12: 4 Cumulative Total: 13	Grade 9: 0 Grade 10: 0 Grade 11: 1 Grade 12: 1 Cumulative Total: 2

This data was compiled using enrollment for the past 4 years of running our Computer Information Systems programs as a local program.

# Career Outlook



U.S. BUREAU OF LABOR STATISTICS

Quick Facts: Computer Systems Analysts	
2021 Median Pay 	\$99,270 per year \$47.73 per hour
Typical Entry-Level Education 	Bachelor's degree
Work Experience in a Related Occupation 	None
On-the-job Training 	None
Number of Jobs, 2021 	538,800
Job Outlook, 2021-31 	9% (Faster than average)
Employment Change, 2021-31 	50,900

[Computer Systems Analysts Occupational Employment and Wage Statistics State Data](#)

[Computer Systems Analysts Occupational Employment and Wage Statistics Local Data](#)



# Certifications

## Computer Information Systems Teacher: Theresa Voltz

Search Results						
Select	First Name	MI	Last Name	City	State	Registration Status
<input checked="" type="radio"/>	THERESA	A	VOLTZ	SYRACUSE	NY	N/A

[View Details](#)

Search Results			
Certificate Title	Issue / Effective Date	Expiration Date	Status
Computer Technology 7-12 Initial Certificate	08/08/2023	08/31/2028	Issued

Certified by the State of New York solely for purposes of employment by the City School District of the City of New York and the operation of the School District.

Search Results						
Select	First Name	Last Name	MI	City	State	Registration Status
<input checked="" type="radio"/>	RHIANNON	WHITE	M	LIVERPOOL	NY	Expired
<input type="radio"/>	RHIANNON	WHITE	M	FAIRPORT	NY	Registered Inactive

[View Detail](#)

Certificate Information for New York State Teaching Certificate Holder			
Certificate Title	Issue / Effective Date	Expiration Date	Status
English 7-12 Permanent Certificate	02/01/2007		Issued
English 7-12 Provisional Certificate	02/01/2002	01/31/2007	Expired

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Search Results

Select	First Name	Last Name	MI	City	State	Registration Status
<input checked="" type="radio"/>	MATTHEW	CARON	C	MARCELLUS	NY	Registered Active

[View Detail](#)

Certificate Information for New York State Teaching Certificate Holder

Certificate Title	Issue / Effective Date	Expiration Date	Status
Special Education Permanent Certificate	02/01/2002		Issued
Coordinator of Work-Based Learning Programs for Career Awareness Extension Permanent Extension	11/28/2018		Issued
Special Education Provisional Certificate	02/01/2001	01/31/2006	Expired

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Search Results

Select	First Name	Last Name	MI	City	State	Registration Status
<input checked="" type="radio"/>	NICHOLAS	LISI		SYRACUSE	NY	Registered Active

[View Detail](#)

Certificate Information for New York State Teaching Certificate Holder

Certificate Title	Issue / Effective Date	Expiration Date	Status
Media Communications 7-12 Initial Certificate	09/01/2011	08/31/2016	Expired
Coordinator of Work-Based Learning Programs for Career Development Extension Initial Extension Annotation	12/19/2013	08/31/2016	Expired
Media Communications 7-12 Professional Certificate	03/17/2016		Issued
Coordinator of Work-Based Learning Programs for Career Development Extension Professional Ext/Anno	03/17/2016		Issued

Certified by the State of New York solely for purposes of employment by the City School District of the City of New York and the operation of the School District.



# Technical Assessment

Precision Exam:  
Computer Systems I #884

SCSD Career Portfolio

Career Portfolio Rubric

NYSED Technical Assessment  
Requirements

NYSED Technical Endorsement  
Requirements

## Computer Systems I

EXAM INFORMATION	DESCRIPTION												
<b>Exam Number</b> 884	Students will learn necessary competencies for an entry-level IT professional including installing, building, upgrading, repairing, configuring, troubleshooting, optimizing, diagnosing, and performing preventive maintenance of basic personal computer hardware.												
<b>Items</b> 27													
<b>Points</b> 32	<b>EXAM BLUEPRINT</b>												
<b>Prerequisites</b> SUGGESTED INFORMATION TECHNOLOGY, INTRO OR TEACHER APPROVAL													
<b>Recommended Course Length</b> ONE SEMESTER	<table border="1"><thead><tr><th>STANDARD</th><th>PERCENTAGE OF EXAM</th></tr></thead><tbody><tr><td>1- Mobile Devices</td><td>13%</td></tr><tr><td>2- Networking</td><td>19%</td></tr><tr><td>3- Hardware</td><td>41%</td></tr><tr><td>4- Hardware and Network Troubleshooting</td><td>22%</td></tr><tr><td>5- Operational Procedures</td><td>6%</td></tr></tbody></table>	STANDARD	PERCENTAGE OF EXAM	1- Mobile Devices	13%	2- Networking	19%	3- Hardware	41%	4- Hardware and Network Troubleshooting	22%	5- Operational Procedures	6%
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<b>National Career Cluster</b> INFORMATION TECHNOLOGY													
<b>Performance Standards</b> INCLUDED (OPTIONAL)													
<b>Certificate Available</b> Yes													

# Work-based Learning

## SCSD Work-based Learning

Students will be connected with working computer science professionals in the community through Career Coaching, field trips and job shadowing which could lead to further opportunities for direct job training and realworld experience. Students will create and maintain a portfolio of their work-based learning experiences throughout the program to document the development of their skills.

[Syracuse City Schools Work-based Learning Handbook](#)

[NYSED Work-based Learning Requirements](#)



# Employability Profiles

## Employability Profiles:

- Industry Based Skill Standards
- Career Development Standards

## Advisory Council Members

- Doug Kellar, Vice President, Presentation Communication Collaboration
- Ethan Tancredi, Director of Syracuse Region ICS
- Sheila Scilia, Assistant Professor of Computer Studies Onondaga Community College
- Carl Thompson, Upstate University Hospital IT Department
- Jennifer Thornton, Director of Human Resources, Terakeet
- Cailee Garm, TCG Player

NYSED Employability Profile Requirements



# Post-Secondary Articulation Agreement

Our Computer Information Systems program has articulation agreements with Onondaga Community College

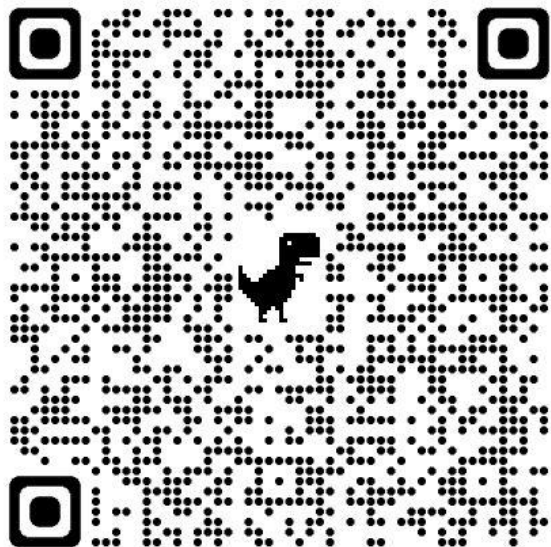
**Articulation Agreement  
between  
Syracuse City School District (SCSD)  
725 Harrison St. Syracuse, NY  
and  
Onondaga Community College  
4585 West Seneca Turnpike, Syracuse, NY**

The signatories of this articulation agreement, Syracuse City School District (SCSD) and Onondaga Community College (OCC), declare their intention to participate in a partnership for the purpose of delivering educational instruction to eligible students. The parties to this agreement have reached the following understanding:

- 1. Term**  
The term of this agreement shall be for five years from July 1, 2023 – June 30, 2028 and subject to the following conditions:
  - Both parties have the option to extend this Agreement for one (1) additional five-year period giving written notice to the College no later than ninety (90) days prior to the expiration date.
- 2. Modification and Waiver**  
No waiver or modifications shall be valid unless it is in writing and signed by OCC and SCSD.
- 3. Curriculum and Courses**
  - Students who have enrolled in the Computer Information Systems program at Syracuse City School District will be eligible to enroll in College Credit Now and earn credit for:
    - CIS 100, Information and Computer Literacy, through the Onondaga Community College, College Credit Now Program, subject to an annual Memorandum of Understanding and the availability of a credentialed high school instructor or an OCC faculty member to teach the course on-premises at the Public Service Leadership Academy.
  - The above course offered through the OCC College Credit Now Program is an elective option for the Computer Information Systems, A.A.S. degree at OCC.
  - Tuition for concurrent enrollment courses will be incurred according to all applicable requirements in place by the State University of New York. For courses taught by Onondaga Community College faculty, the Syracuse City School District will additionally incur the cost set by annual Memorandum of Understanding between SCSD and OCC.
  - Students will be assisted in the course registration process by OCC. Students will also be supported in the admission process to Onondaga Community College through a specialized workshop and the Office of Student Recruitment.
- 4. Students**

# Thank you!!!

It is important to provide your thoughts in the Self Study report. Please access the QR code or click on the graphic below to record your comments. We will also email you the link.



“Tell us what you think!”



We appreciate your time and support of our programs and look forward to your feedback.

