

8-3-1959

UA3/4/1 President's Subject File - Trade School

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COMMONWEALTH OF KENTUCKY
Department of Education
DIVISION OF VOCATIONAL EDUCATION
FRANKFORT

August
3
1959

Dr. Kelley Thompson, President
Western State College
Bowling Green, Kentucky

Dear Dr. Thompson:

We are enclosing an approved budget for the total amount that will be reimbursed your Board of Education in the operation of the Western Trade School for the fiscal year 1959-60. The total amounts approved on the forms VE-1 for the following activities are:

Trade and Industrial Education	\$ 48,753.12
Distributive Education	\$ 4,970.50

Please be advised that these budgets are approved upon the contingency that anticipated income from tuition and fees, as well as from other sources, materializes as presently anticipated. In the event that a drastic reduction in funds should result from any source, it would automatically necessitate a reduction in the enclosed budgets accordingly.

It has been necessary for us to cut the request on all items marked in "red" on both the Trade and Industrial Education budget and the Distributive budget.

The budget for the Practical Nurse Program will be sent to you in a few days. All forms VE-2 will be mailed directly to the Area Trade School Director.

Very truly yours,

Fred A. Martin

Fred A. Martin, Director
Industrial and Distributive Education

FAM:fc

Enclosure

cc: Mr. Phillip Hampton

State Department of Education
 BUREAU OF VOCATIONAL EDUCATION
 Frankfort, Kentucky

Industrial and Distributive Education Program
Plan and Approval Request

School Western Area Vocational School Fiscal Year '59-'60 Date June 22, 1959

1	2			3	4	5	6	7	8
Types of Positions & Courses	Full Time	Half Time	Part Time	Mos. Employed	Salary	Travel	Total	Amount Found. Fund	Amount Dist. T. & I. Fund
<u>Administration</u>							<i>500.00</i>	<i>5,239.96</i>	<i>5,239.96</i>
Area Director	x			12	5,439.96	600.00	6,039.96		6,039.96
Secretary	x			12	2,880.00		2,880.00		2,880.00
Secretary		x		12	1,260.00		1,260.00		1,260.00
<u>High School</u>									
Auto Mechanics # 1								1,611.11	
Auto Mechanics # 2								1,611.11	
Drafting								1,777.77	
Electricity								3,127.70	
Machine Shop								1,777.77	
Woodwork								1,777.77	
<u>Area Program</u>									
Auto Mechanics # 1	x			12	4,319.99		4,319.99		2,708.88
Auto Mechanics # 2	x			12	4,319.99		4,319.99		2,708.88
Drafting	x			12	4,899.93		4,899.93		3,122.16
Electricity # 1	x			12	4,657.10		4,657.10		1,529.40
Electricity # 2	x			11	3,300.00		3,300.00		3,300.00
Machine Shop	x			12	5,169.93		5,169.93		3,392.16
Office Machine Repair				12	4,080.00		4,080.00		4,080.00
Refrigeration	x			12	4,260.00		4,260.00		4,260.00
Woodworking	x			12	5,349.93		5,349.93		3,572.16
Related Instructor	x			12	3,960.00		3,960.00		3,960.00
Tool Room Man	x			12	2,280.00		2,280.00		2,280.00
SOCIAL SECURITY AND STATE RETIREMENT (T. & I. Program)									1,272.83
SOCIAL SECURITY AND STATE RETIREMENT (Practical Nurse Program)									486.69
<u>PART TIME AND EXTENSION</u>			x	OPEN	2,000.00	200.00	2,200.00		2,200.00
							<i>2,000.00</i>		<i>2,000.00</i>
Totals					58,176.83	800.00	58,976.83	11,683.23	49,053.12

Submitted by *B.C. Hampton* Director
 Local Director

Total Amount Requested 49,053.12
 Total Approved 48,753.12
Fred A. Martin Director, Industrial and Distributive Education
 Date July 31, 1959

This form is designed for the purpose of promoting sound financial planning on a long range basis and to develop a more comprehensive understanding between State and local personnel concerning program development and operation.

This form must be submitted in duplicate to the State Director of Industrial and Distributive Education, Department of Education, Division of Vocational Education, Frankfort, Kentucky, at a designated time. The original copy will be retained by the Department of Industrial and Distributive Education and one copy will be returned to the local Board of Education.

DIRECTIONS FOR COMPLETING FORM

- Column #1 - Under "Administration," list Area Director position, stenographic and clerical positions.
Under the heading "High School," list all high school courses.
Under the heading "Area Program," list Teacher-Coordinator positions; all preparatory courses; all pre-employment courses; all part-time courses; and all trade extension courses.
- Column #2 - Designate each course or position as to whether it is full-time, half-time, or part-time.
- Column #3 - Designate the number of months of employment for each position or course to be taught. This may be stated in total hours of employment rather than months in the case of extension courses.
- Column #4 - Give total salary or wages for each position or course as listed.
- Column #5 - List total amount of travel for positions or courses, where applicable and consistent with policies.
- Column #6 - Will give the total of Columns #4 and #5.
- Column #7 - List the amount of money to be spent for each course operated under the Foundation Program - high school courses.
- Column #8 - List the amount of money to be used for all positions and courses other than high school courses.