Department of Education

P. O. Box 2120 Richmond, Virginia 23216-2120

CAREER AND TECHNCIAL EDUCATION MEMO NO. 163-20

**DATE:** August 7, 2020

**TO:** CTE Administrators

**FROM:** George R. Willcox, Director, Operations and Accountability Office of Career, Technical, and Adult Education

# SUBJECT: Introduction to Technology Engineering byDesignTM Training

The Virginia Department of Education (VDOE) is pleased to offer a virtual Introduction to Technology Engineering byDesignTM training for Technology and Engineering Education middle school teachers. This training is designed for technology education teachers in divisions that offer or plan to offer the middle school Introduction to Technology course.

The training is scheduled for Friday, August 21, 2020 and Saturday, August 22, 2020 from   
8 a.m. to 5 p.m. Two follow-up meetings are scheduled for Saturday, September 5, 2020 and Saturday, September 19, 2020 from 10 a.m. to 12 p.m.

To register, please complete the registration [form](https://www.surveymonkey.com/r/HG3KQY6) by August 17, 2020. Registration is limited and slots will be assigned on a first received basis. The virtual trainer, Engineering byDesignTM instructional materials such as lesson plans, teacher resources and student materials will be provided by VDOE.

If you have any questions, please contact Dr. Lynn Basham, Technology Education and Related Clusters Specialist, at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov) or by telephone at (804) 225-3119.

GRW/aar