Department of Education

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**CAREER AND TECHNICAL EDUCATION MEMO NO. 245-24**

**DATE:** May 31, 2024

**TO:** CTE Administrators

**FROM:** Dr. J. Anthony Williams, Director

Office of Career, Technical, and Adult Education

# SUBJECT: Announcing the 2024 Michele Green-Wright Annual Pharmacy Technician Instructor Clinical Symposium

The Virginia Department of Education (VDOE), in collaboration with Virginia Commonwealth University (VCU), is pleased to offer the Michele Green-Wright Annual Pharmacy Technician Instructor Clinical Symposium, July 9-10, 2024, at the VCU School of Pharmacy, 410 North 12th Street, Richmond, Virginia 23298. The Michele Green-Wright Annual Pharmacy Technician Instructor Clinical Symposium will provide training and instruction in the methods of teaching, labs, testing, and evaluation.

Teachers are required to preregister for the in-person workshops using the online [registration](https://virginiadoe.gov1.qualtrics.com/jfe/form/SV_6QexrGo6KpGYcBw) form by June 21, 2024, as space is limited. There is no registration fee for the workshop and the VDOE will provide workshop trainers and instructional materials. Participants are responsible for all travel-related expenses and technology-related hardware to include a computer that is able to access the Internet. Travel-related expenses are an allowable Perkins expenditure if included in the school division’s approved local plan.

If you have questions, please contact Crystal Y. Stokes, Specialist for Health and Medical Sciences and Related Clusters, Office of Career, Technical, and Adult Education, at [cte@doe.virginia.gov](mailto:cte@doe.virginia.gov) or by telephone at (804) 750-8129.

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