

DEPARTMENT OF EDUCATION

14 DE Admin. Code 525

Statutory Authority: 14 Delaware Code, Section 122(e) (14 Del.C. §122(e))

REGULATORY IMPLEMENTING ORDER

525 Requirements for Career-Technical Education Programs

I. Summary of the Evidence and Information Submitted

The Secretary of Education seeks the consent of the State Board of Education to amend 14 **DE Admin. Code** 525 Requirements for Career-Technical Education Programs in order to add the Jobs for Delaware Graduates (JDG) student organization to 2.9 and to correct a number of punctuation errors in sections 3.0 and 4.0.

Notice of the proposed regulation was published in the *News Journal* and the *Delaware State News* on February 18, 2005, in the form hereto attached as *Exhibit "A"*. No comments were received.

II. Findings of Facts

The Secretary finds that it is appropriate to amend 14 **DE Admin. Code** 525 in order to add the Jobs for Delaware Graduates (JDG) student organization to 2.9 and to correct a number of punctuation errors in sections 3.0 and 4.0.

III. Decision to Amend the Regulation

For the foregoing reasons, the Secretary concludes that it is appropriate to amend 14 **DE Admin. Code** 525. Therefore, pursuant to 14 **Del.C.** §122, 14 **DE Admin. Code** 525 attached hereto as *Exhibit "B"* is hereby amended. Pursuant to the provision of 14 **Del.C.** §122(e), 14 **DE Admin. Code** 525 hereby amended shall be in effect for a period of five years from the effective date of this order as set forth in Section V. below.

IV. Text and Citation

The text of 14 **DE Admin. Code** 525 amended hereby shall be in the form attached hereto as *Exhibit "B"*, and said regulation shall be cited as 14 **DE Admin. Code** 525 in the *Administrative Code of Regulations* for the Department of Education.

V. Effective Date of Order

The actions hereinabove referred to were taken by the Secretary pursuant to 14 **Del.C.** §122 on April 21, 2005. The effective date of this Order shall be ten (10) days from the date this Order is published in the *Delaware Register of Regulations*.

IT IS SO ORDERED the 21st day of April 2005.

DEPARTMENT OF EDUCATION

Valerie A. Woodruff, Secretary of Education

Approved this 21st day of April 2005

STATE BOARD OF EDUCATION

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525 Requirements for Career-Technical Education Programs

1.0 All Career-Technical Education Programs shall meet the provisions of Delaware's State Plan for Career and Technical Education and meet the provisions of the content standards approved by the Department of Education or, if there are no approved state content standards, meet local program standards approved by the Department of Education.

6 DE Reg. 955 (2/1/03)

2.0 All Local School Districts and Charter Schools that Offer State Approved Career-technical Education Programs Shall:

2.1 Have the approval of the Department of Education before implementing new programs.
2.2 Have adequate funding to support and sustain the instructional program.
2.3 Employ teachers certified in Career-Technical Education Program areas.
2.4 Make provisions for meeting the unique needs of all students.
2.5 Establish and maintain an active advisory committee which includes labor and management personnel to assist in the development and operation of the program.

2.6 Use present and projected labor market information, available from the Delaware Occupational Information Coordinating Committee, to determine the need for new and continuing Career-Technical Education Programs.

2.7 Survey local business and industry to determine their occupational needs and the availability of placement and employment opportunities for program completers.

2.8 Survey the student population to determine their occupational interests and needs.

2.9 Organize and financially support career-technical student organizations as integral components of Career-Technical Education Programs in public schools that complement and enrich instruction. The following career-technical student organizations are affiliated in Delaware:

- 2.9.1 Business Professionals of America (BPA)
- 2.9.2 Technology Student Association (TSA)
- 2.9.3 Distributive Education Clubs of America (DECA), an association of marketing students
- 2.9.4 Family, Career and Community Leaders of America (FCCLA)
- 2.9.5 The National FFA Organization
- 2.9.6 Skills USA/VICA
- 2.9.7 The Delaware Career Association (DCA)

2.10 Integrate related academic content into individual career-technical education courses, and guide students through a course selection process that supports the necessary academic preparation required by the student's career path and educational goals.

2.11 Schedule trade and industrial education programs, when offered, for a minimum of two consecutive periods a day or the equivalent, five days a week for two or more years.

2.12 Establish no rules practices or regulations that interfere with, prohibit or otherwise prevent students from having the opportunity to learn about, enroll in and complete a Career-Technical Education Program in a career-technical school district.

2.13 Use equipment and facilities comparable to that used by local business and industry for which the Career-Technical Education Program is preparing students.

2.14 Schedule Department of Education and Delaware Advisory Council on Career Education program review and monitoring visits upon request.

1 DE Reg. 1196 (2/1/98)

6 DE Reg. 955 (2/1/03)

3.0 Cooperative Education Programs.

Cooperative Education Programs provide senior Career-Technical Education Program students with coordinated on-the-job training not ordinarily available in the classroom. During the student's senior year, employers may provide this on-the-job training in occupations directly related to the Career-Technical-Education Program in which the student is enrolled. For the purpose of granting credit during the school year two hours of Cooperative Education Work Experience shall equal one hour of instructional time. In a summer Cooperative Education Work Experience Program one-half unit of credit shall be granted and shall be counted toward the units of credit necessary for graduation.

3.1 In order to qualify for Career-Technical Education funding units the Career-Technical Education Program Teacher or Career Guidance Counselor shall be provided with a full class period; each day; for every fifteen (15) students enrolled in the Cooperative Education Work Experience Program in order to make quarterly visits to the student's place of employment to ensure coordination between the classroom and the on-the-job experience.

3.2 In order to qualify for Career-Technical Education funding units the students shall; possess minimum occupational competencies specified by the Career-Technical Education Teacher Coordinator before being placed in cooperative employment, be in their senior year and be in a Cooperative Education Work Experience Program that relates directly to the student's current or completed career-technical education pathway and be supervised through on-site visits by an assigned Career-Technical Education Program Teacher Coordinator or Career Guidance Counselor.

3.3 In order to qualify for Career-Technical Education funding units the school shall have on file; for each student; a training agreement that includes training objectives and is signed by a parent or guardian, the employer, the student and a representative of the district. A State Work Permit for Minors in accordance with State Department of Labor regulations shall also be on file.

3.4 For an IDEA eligible student; the student's IEP team; in consultation with the Career Technical Education Teacher Coordinator, may authorize the student's participation in this program irrespective of lack of senior year status, if necessary, to provide the student a free, appropriate public education.

2 DE Reg. 111 (7/1/98)

6 DE Reg. 955 (2/1/03)

4.0 Diversified Occupations Programs.

Diversified Occupations Programs provide students with coordinated on-the-job training not ordinarily available in the classroom. During the student's junior and senior year; employers provide this on-the-job training. For the purpose of granting credit during the school year; two hours of work experience in a Diversified Occupations Work Experience Program shall equal one hour of instructional time. In a summer Diversified Occupations Work Experience Program one-half unit of credit shall be granted and that credit shall be counted toward the units of credit necessary for graduation.

4.1 In order to qualify for Career-Technical Education funding units a Career-Technical Education Program Teacher or Career Guidance Counselor shall be provided with a full class period; each day; for every fifteen (15) students enrolled in the Diversified Occupations Work Experience Program in order to make on-site visits to the student's place of employment to ensure coordination between the classroom and the on-the-job experience.

4.2 In order to qualify for Career-Technical Education funding units the students shall; possess minimum readiness competencies as specified by the Career-Technical Education Program Teacher Coordinator before being placed in a Diversified Occupations Work Experience Program employment situation, be in their junior or senior year and be actively enrolled in a Diversified Occupations Work Experience Program that meets for at least one class period per week.

4.3 In order to qualify for Career-Technical Education funding units the school shall have on file, for each student; a training agreement that includes training objectives and is signed by a parent or guardian, the employer, the student and a representative of the district. A State Work Permit for Minors in accordance with State Department of Labor regulations shall also be on file.

4.4 For an IDEA eligible student; the student's IEP team; in consultation with the Career Technical Education Teacher Coordinator, may authorize the student's participation in this program irrespective of lack of junior or senior year status, if necessary, to provide the student a free, appropriate public education.

2 DE Reg. 111 (7/1/98)

6 DE Reg. 955 (2/1/03)

8 DE Reg. 1603 (5/1/05)