

525 Requirements for Career Technical Education Programs

1.0 Career Technical Education Programs

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 and Technical Education Program review and monitoring visits upon request.

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

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

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

9 DE Reg. 1070 (01/01/06)

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, or under unique circumstances as approved by the Department of Education, 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 at least 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, meet the requirements of 3.0 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, guardian or Relative Caregiver, the employer, the student and a representative of the district or charter school. A State Work Permit for Minors in accordance with State Department of Labor regulations shall also be on file.

3.4 For an Individuals with Disabilities Education Act (IDEA) eligible student, the student's Individualized Education Plan (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 (07/01/98)

6 DE Reg. 955 (02/01/03)

9 DE Reg. 1070 (01/01/06)

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 or senior year or under unique circumstances as approved by the Department of Education, 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 at least quarterly 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, meet the requirements of 4.0 and be actively enrolled in a Diversified Occupations Work Experience Program meets the requirements of 4.0 and 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, guardian or Relative Caregiver, the employer, the student and a representative of the district or charter school. A State Work Permit for Minors in accordance with State Department of Labor regulations shall also be on file.

4.4 For an Individuals with Disabilities Education Act (IDEA) eligible student, the student's Individualized Education Plan (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 (07/01/98)

6 DE Reg. 955 (02/01/03)

9 DE Reg. 1070 (01/01/06)