

**EDUCATION AND LABOR CABINET**

**Kentucky Board of Education**

**Department of Education**

**(Amended at ARRS Committee)**

**705 KAR 4:231. General program standards for secondary career and technical education programs.**

RELATES TO: KRS 156.029, 156.802, 158.6455, 20 U.S.C. 2301-2414

STATUTORY AUTHORITY: KRS 156.029, 156.070(2)(a), (4), 156.802, 156.852, 20 U.S.C. 2301-2414

NECESSITY, FUNCTION, AND CONFORMITY: KRS 156.802 requires the Kentucky Board of Education to establish program standards for secondary career and technical education programs in local school districts and area centers essential for compliance with the Strengthening Career and Technical Education for the 21st Century Act, 20 U.S.C. 2301 2414 (Perkins V). Federal funds may be withheld from a local district for noncompliance with Perkins V law. This administrative regulation establishes requirements for secondary career and technical education programs.

Section 1.

(1) Secondary career and technical education programs shall be designed to serve students enrolled in the following middle school and secondary program areas:

- (a) Agricultural education;
- (b) Business and marketing education;
- (c) Computer science;
- (d) Construction technology;
- (e) Education and training;
- (f) Engineering technology education;
- (g) Family and consumer sciences education;
- (h) Government and homeland security;
- (i) Health science education;
- (j) Law and public safety;
- (k) Manufacturing technology;
- (l) Media arts;
- (m) Transportation education; and
- (n) Other new and emerging business and industry needs.

(2) Instructional programs shall not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability, in violation of state or federal statutes.

Section 2. Instruction shall be designed to:

- (1) Assist students preparing for transition into recognized occupations and new or emerging occupations;
- (2) Prepare students for advanced or highly skilled postsecondary technical education programs; or
- (3) Provide career guidance and academic counseling in the development of the individual learning plan as established in 704 KAR 3:305.

Section 3. The content of the instruction in secondary career and technical education programs shall be:

- (1) Aligned with state or national occupational skill standards that have been recognized by business and industry to include an understanding of all aspects of an industry;

- (2) Developed and conducted in consultation with employers and other individuals having skills and knowledge of the occupational fields or industry included in the instruction;
- (3) Developed to include a coherent sequence of academic and career and technical education courses for each program, aligned with career clusters and pathways;
- (4) Sufficiently extensive in duration and intensive within a scheduled unit of time to enable students to achieve the objectives of the instruction;
- (5) Structured to provide for the integration of technology and rigorous academic content relevant to the career area and aligned with the Kentucky Academic Standards, 704 KAR 3:303; and
- (6) Linked to postsecondary education to provide a seamless transition to postsecondary education in related technical fields. If possible, articulation of credit from secondary to postsecondary education shall be provided for students, as well as dual credit opportunities.

Section 4. A secondary career and technical education program shall provide opportunities for students to participate in high-quality, work-based learning experiences related to the program in which they are enrolled and shall comply with 705 KAR 4:041. These work-based learning experiences may include:

- (1) Job shadowing;
- (2) Mentoring;
- (3) Service learning;
- (4) School-based enterprises;
- (5) Entrepreneurship;
- (6) Internships;
- (7) Cooperative education; or
- (8) Registered apprenticeship.

Section 5. A secondary career and technical education program shall be designed to accommodate students with special learning needs, such as the disadvantaged, the disabled, and individuals with limited English proficiency.

Section 6. A secondary career and technical education program shall provide a variety of learning experiences.

- (1) Programs in grades six (6) through eight (8) shall be designed to allow students to become aware of and explore clusters of occupations.
- (2) Programs in grades nine (9) through twelve (12) shall provide in-depth exploration, specialized skill development, and preparation for advanced education.
- (3) Students enrolled in public or private schools shall be allowed to enroll in a state-operated career and technical program consistent with that school district's enrollment quota.

Section 7. A career and technical preparation program shall provide a curriculum of sufficient length to allow students to secure entry level skills in the occupation for which they are training.

Section 8. Recognized career and technical student organizations shall be a co-curricular component of a career and technical education program and shall be supervised by qualified career and technical education personnel. All career and technical education programs shall be aligned to the appropriate career and technical student organization as identified by the Kentucky Department of Education Office of Career and Technical Education in accordance with KRS 156.802(6)(a). All students shall be provided an opportunity to participate in leadership development activities.

Section 9. Instructional and administrative personnel shall meet the certification requirements as established by the Education Professional Standards Board in KAR Title 16.

Section 10. Opportunities in secondary career and technical education programs shall be provided for students to receive an industry-recognized certificate or credential approved by the Kentucky Workforce Innovation Board (KWIB) or a Kentucky Department of Education (KDE) Career and Technical Education End-of-Program Assessment pursuant to KRS 158.6455.

Section 11. A career and technical education program area shall have an active program advisory committee comprised of business and industry representatives, a parent, a student, a teacher, a school administrator, and, if applicable to the program area, a labor organization representative to assist in planning, implementing, and evaluating programs.

Section 12. Career and technical education pathways shall comply with the state-approved four (4)-course sequence, included in the Kentucky Department of Education Career and Technical Education program of studies. Requests for exceptions to pathway course sequencing or to any standards for career and technical instructional programs shall be submitted in writing by the local educational agency to the Office of Career and Technical Education.

Section 13.

(1) Assessment of career and technical education programs shall be conducted in accordance with requirements and instruments approved by the Office of Career and Technical Education, which are based upon indicators of quality programming including curriculum and assessment alignment with industry standards, the academic and technical skill attainment of students, work-based learning opportunities, career and technical student organizations, active advisory committees and industry partnerships, and the successful transition of students to postsecondary opportunities.

(2) Staff from the Office of Career and Technical Education shall conduct annual evaluations of career and technical education programs, based on state and federal accountability data, and identify programs for technical assistance and continuous improvement visits.

Section 14.

(1) The maximum number of students per class shall be based on the class setting.

(a) For a classroom setting, the maximum enrollment shall be thirty-one (31).

(b) For a laboratory or shop setting, the maximum enrollment shall not exceed the appropriate number of students that the laboratory or shop can safely maintain, based upon the number of available workstations, dimensions of the room, and safety protocols.

(2)

(a) A program shall provide classrooms, laboratories, and other facilities including instructional equipment, supplies, teaching aids, and other materials in sufficient quantity and quality to meet the objectives of the instructional programs.

(b) Equipment used in career and technical education programs shall be similar to that used in business and industry.

(c) An inventory of all equipment with an original purchase price of \$500 or more shall be maintained by the local school district or area technology center.

(d) The facilities for each program shall be in compliance with 702 KAR 4:180 and be of adequate size to accommodate the activities and the number of work stations unique to the program.

Section 15.

(1) A career and technical education program shall meet the performance indicators in accordance with the requirements of the Strengthening Career and Technical Education for the 21st Century Act, 20 U.S.C. 2301 2414 (Perkins V), which include:

- (a) Academic attainment;
- (b) Graduation rate;
- (c) Placement in postsecondary education, military, or employment;
- (d) Nontraditional training; and
- (e) Achievement of a postsecondary credential, such as a valid industry certification or Kentucky Department of Education End-of-Program assessment.

(2) The performance indicators shall be used to determine the effectiveness of the program in terms of its objectives and shall include annual follow-up data as well as annual enrollment reports.

(3) Monitoring of the utilization of federal and state funds shall be conducted by the Kentucky Department of Education to assure that eligible recipients meet the requirements for each approved career and technical education program.

(20 Ky.R. 3391; Am. 21 Ky.R. 348; eff. 8-4-1994; 27 Ky.R. 865; 1261; eff. 11-17-2000; 43 Ky.R. 449, 1180; eff. 1-30-2017; 50 Ky.R. 1191; eff. 2-15-2024.)

FILED WITH LRC: January 8, 2024

CONTACT PERSON: Todd G. Allen, General Counsel, Kentucky Department of Education, 300 Sower Boulevard, 5th Floor, Frankfort, Kentucky 40601, phone 502-564-4474, fax 502-564-9321, email [regcomments@education.ky.gov](mailto:regcomments@education.ky.gov).