MEMORANDUM NO. 023-05M Secondary Education Reform

TO: Educational Service District Superintendents
    School District Superintendents
    School Principals
    School Career and Technical Education Directors

FROM: Dr. Terry Bergeson, State Superintendent of Public Instruction

RE: Career and Technical Education Program Standards

The purpose of the memorandum is to inform school districts of the completion of the program standards for Career and Technical Education (CTE). The legislature authorized the Office of Superintendent of Public Instruction (OSPI) to establish standards for CTE through WAC 28C.04.100. These standards were created to ensure high quality career and technical programs across the state. The completed standards are effective immediately and are available at http://www.k12.wa.us/CareerTechEd/CTEstandards.aspx.

This document is organized into two areas: Exploratory and Preparatory. Each of these areas is divided into two sections. The first section identifies what a student enrolled in an exploratory or preparatory course will be able to demonstrate. The second section identifies the characteristics of the exploratory or preparatory course. The document also includes the following 12 Washington Career and Technical Education Foundations:

1. Students will demonstrate occupationally specific skills and competencies including the application of related Essential Academic Learning Requirements and Grade Level Expectations using a contextual approach.
2. CTE programs are an integral part of the K-20 education system and are coordinated with other workforce development programs.

3. Students who participate in CTE programs develop and apply skills and knowledge needed to live, learn and work in an increasingly diverse society. These skills include an appreciation for all aspects of diversity, respectful interaction with diverse cultures, and recognition and elimination of harassment, bias, and stereotyping.

4. Leadership skills are integrated into the content of each course, and students are encouraged to participate in a career and technical student leadership organization related to the program pathway.

5. Employability skills are integrated into the content of each course, and students in CTE programs participate in some form of work-based learning.

6. CTE programs assist students with career planning and development, transitions, employment and post-secondary options.

7. CTE instructional equipment, facilities and environment are comparable to those used in the workplace.

8. The instructor holds a valid Career and Technical Education teaching certificate for the content area in which he or she is assigned.

9. CTE instructors are provided time and resources to connect student learning with work, home, and community.

10. CTE programs are structured so that supervision, safety and the number of training stations determine the maximum number of students per classroom.
11. An advisory committee actively guides the relevance and continuous improvement of the program.

12. CTE programs are reviewed annually and the results are used for continuous program improvement.

During the summer and fall of 2005, Career and Technical Education staff from OSPI will be conducting a series of introduction workshops to groups around the state. The workshop locations will be posted on the OSPI website at the following link http://www.k12.wa.us/CareerTechEd/CTEstandards.aspx. If you have additional questions or comments regarding the Career and Technical Education Program Standards please contact the Director of Career and Technical Education, Rod Duckworth at (360) 725-6242, by email at rduckworth@ospi.wednet.edu, or TTY (360) 664-3631.

SECONDARY EDUCATION REFORM

Scott Poirier
Assistant Superintendent

Rod Duckworth
Career and Technical Education

TB:aem

Attachment