Career and Technical Education (CTE) Updates During COVID-19 School Closures
Issued 3.20.2020

Reinforcing Guidance
OSPI Bulletins
Bulletins are posted on the OSPI website. District level information will continue to be provided via OSPI bulletins, and information is evolving at a rapid pace. CTE Directors are encouraged to review these bulletins and share any questions they may have to enable OSPI to provide clarity. Allocation questions are addressed in Bulletin 019-20.

Allowable Building Activities
Per OSPI Bulletin No.019-20 ES, issued March 13, 2020, “school districts will be prohibited from providing in-person educational, recreational, and other K–12 school programs using their school buildings and facilities. Districts will not be prevented from providing instruction through online learning models (so long as those can be provided equitably) or from using their facilities to provide childcare, professional development, staff meetings, Individualized Education Program (IEP) meetings, direct services to individual students, or other activities deemed appropriate by district administration.”

CTE Directors and Educators should follow the guidance of their district related to staff time. We understand there will be great variability in the ways CTE teachers and administrators are using their time during mandated school closures. While our location of services may vary, our OSPI CTE staff will continue providing support and approach our work as we consistently have in the past, while acknowledging this is not “business as usual” for school districts at this time. This will include the processing of grants, course submissions, local graduation pathways, course equivalencies, and all other projects and programs.

Framing Our Guidance and Information
We recognize that guidance from OSPI, and our partners, is evolving rapidly. The educational landscape is exceptionally diverse as districts are working to determine how they will deploy staff to meet educational and service delivery goals. With this knowledge in mind, we are aware that for some districts, CTE deadlines and deliverables may be causing stress, while in others, these tasks are areas of needed focus. Please know our staff is committed to open communication, and will rely on the questions and feedback from districts to inform our work.
Submission/Approval Processes

Course Approval
The April 15 deadline for frameworks submitted in the Course Approval system is a target. OSPI Program Supervisors will be available to provide technical assistance to district staff that are still working and will review applications as they are submitted. This flexibility on the April 15 due date will allow a more equitable solution to districts as there is such a disparity of what is being allowed by district staff in regards to teacher presence and activities. OSPI staff will continue to process these submissions. Please contact the content program supervisor if you have questions.

Expedited Approval Process – Local Graduation Pathways
The submission and approval process is open, and there is no deadline for submissions. While the EDS based application is under development, it is not yet launched so districts may continue submitting pathway submissions through cte@k12.wa.us on the posted form. Districts will be updated via email, and OSPI will post updates to the website monthly.

Perkins V
Application
It is our plan to make available the 2020–21 Perkins Application in May. A draft of the application is available if district staff want to begin reviewing and preparing responses.

CLNA Requirements
OSPI understands that stakeholder engagement requirements may be more challenging considering school closures, business and industry impacts, and social distancing guidelines. Districts should be working as best as possible to complete the CLNA document, with the exception of Element 2, which is not required to be completed this year. A completed CLNA will be a required upload within the 2020–21 Perkins application. While OSPI cannot waive this federal requirement, staff are available to provide support and technical assistance to ensure that all Perkins eligible districts are able to access funds in the 20–21 school year.

Advisory Meetings, Program Evaluations, and 5-Year District Wide Plans
Many districts have signaled concern about meeting requirements to convene advisory committees with the current Governor proclamations in place. Current school closure guidance extends through April 24. Districts may consider rescheduling planned advisory meetings previously scheduled before that date, or consider exploring alternative means to convene – such as holding online based meetings and suspending the facility review until schools are reopened. As a reminder, OSPI will not be conducting any onsite monitoring through the Consolidated Program Review (CPR) this year. The CTE office will continue to evolve guidance as we progress through the upcoming weeks.
Worksite Learning (...888 CIP codes)

WSL Coordination
As a resource/reminder: learning programs that permit otherwise prohibited duties, are governed by WAC 296-125-030. Many duties are prohibited for minors to perform with a few exceptions if they participate in a program certified and monitored by OSPI or the student’s school district. The WAC does not require that these programs occur during the school year or when school is in session. However, regardless of whether a school is closed, the certification and monitoring requirements remain in place.

For districts that have a coordinator available to oversee student WSL placements and ensure required documentation is maintained, students may continue earning hours as determined to be safe and appropriate. The approach to oversight may vary for each student depending on where the student is in terms of completion of their hours (collection of hours, site visitations, evaluations if nearing the completion of hours, etc.). For students who are unable to meet their WSL obligation, due to loss of job, district staffing challenges, etc., the district has the ability to modify student learning agreements and required documentation within reason. OSPI is working with partners at Labor and Industries (L&I) and will share additional guidance as it becomes available.

WSL Reporting
For programs that are still in operation, districts can continue to keep a record of their actual April FTE for potential reporting into the P223 at a later date. However, for the purposes of funding, apportionment will be using the calculated amounts for ALL programs until schools reopen. At that time the School Apportionment and Financial Services (SAFS) team will reassess, and update guidance.

WSL Credit
As a reminder, it is a local decision to determine the amount of credit a student earns through their learning experiences, and there is no relationship to the number of required instructional hours. Districts have the discretion to award credit or partial credit for WSL according to what has been accomplished by the student by the date of a change in job availability or the school’s ability to provide oversite. This is independent of claiming funds/apportionment for WSL by the district (addressed above).

General Updates

Work Groups
All CTE work groups have been cancelled, rescheduled, or moved to a Zoom platform at this time. If you have any questions, please contact the staff lead.
Methods of Administration (MOA)
All onsite MOA reviews have been postponed until further notice, and all desk review requirements have been paused at this time. Further guidance will be provided directly to districts that were scheduled for monitoring. Additional guidance from the Office of Career Technical and Adult Education (OCTAE) and the Office of Civil Rights (OCR) will guide our interactions for reviews that occurred in previous monitoring years.

Certification Update
Professional Educator Standards Board (PESB) has filed emergency rules, extending the validity period on certificates expiring June 30, 2020 for one additional year. These certificates will now expire June 30, 2021. This policy change is effective immediately. Educators do not need to take any action in order to be granted this one year extension, and educators will need to meet certificate renewal requirements prior to the new expiration date. The full PESB bulletin may be found here. It should be noted that limited certificates, including CTE teacher certificates are not included in this change and should adhere to previous rules related to requirements. Educators can contact the OSPI certification office at cert@k12.wa.us. Certificate information is also available online, and in individual eCertification accounts.

Grants and Budget Timelines
State Funded Grants
Due dates that guide expenditure and claiming requirements will not change. State funds cannot be rolled over or used in the next fiscal year. Districts will need to order and receive any goods/equipment by June 30. If there is concern about the ability for the district to use funds in the manner originally intended, please work with the grant manager to discuss possible amendments to the use of the funds that are in alignment with the original intention of the grant. Budget revisions must be completed by September 1, 2020, and the final expenditure claim deadline is September 21, 2020.

Federal Grants
Perkins and Perkins Reserve expenditures and claiming requirements will not change, and these funds cannot be rolled over or used in the next fiscal year. Districts will need to order any goods/equipment by August 31. If there is concern about the ability for the district to use funds in the manner originally intended, please work with Clarisse Leong or Doug Meyer to discuss possible amendments to the use of the funds that are within allowable expenditure guidelines. Budget revisions must be completed by September 30, 2020. The final expenditure claim deadline for all federally funded grants is November 17, 2020.

Professional Learning/Technical Assistance
CTE staff, whether working from the agency building or remotely, remain available and accessible via email and phone. Our staff will continue to support district administrators and educators through technical assistance as needed. This can be provided through traditional
means, or topical based webinars, Zoom-based meetings, or recorded guidance and/or trainings. Please email cte@k12.wa.us with suggested focus areas and preferred methods. Notifications of upcoming opportunities will be communicated.

New Approved Equivalencies Available
On Wednesday, March 18, the Superintendent approved four new state course equivalencies; Core Plus Construction (ELA, Math, and Science), Robotics (Lab Science), Forest Management (Lab Science), and Systems Medicine (Lab Science). If you have questions about these new state course frameworks, please contact Lisa Fish at lisa.fish@k12.wa.us

Please continue to check the CTE webpage for further information and updates. Continue to send questions to cte@k12.wa.us. Thank you for your work; stay healthy and be well.