

**UNITED
SCHOOL DISTRICT**

SECTION: PROGRAMS

TITLE: CAREER AND
TECHNICAL EDUCATION

ADOPTED: March 11, 2008

REVISED: February 9, 2016

<p>1. Authority SC1806, 1807 Title 22 Sec. 4.31, 12.41, 339.2</p> <p>Title 22 Sec. 4.31 Pol. 103, 103.1, 113, 138</p> <p>SC 1807, 1841 Title 22 Sec. 4.31, 339.2</p> <p>SC 1850.1 Title 22 Sec. 4.31, 12.41, 339.21</p>	<p style="text-align: center;">115. CAREER AND TECHNICAL EDUCATION</p> <p>The Board shall provide a program of vocational technical education in order to:</p> <ol style="list-style-type: none"> 1. Prepare students for employment as skilled workers or technicians in recognized, new and emerging occupations. 2. Prepare students for enrollment in postsecondary education programs. 3. Assist students in choosing career pathways. <p>The Board shall ensure that all students and parents/guardians are informed of the student's rights to participate in career and technical education programs and courses and that student with disabilities enrolled in such programs are entitled to services under state and federal laws and regulations.</p> <p>All students participating in career and technical programs sponsored or supervised by the Board shall be considered regularly enrolled in district schools and shall be subject to Board policies and district administrative regulations and rules, and jointly established policies and rules of this district and the Indiana County Area Vocational Technical School.</p> <p>The Board shall support a program of vocational technical education which may include district students attending Indiana Career & Technology Center for participation in a cooperative program of career development.</p> <p>Students and parents/guardians shall be informed that admission to career and technical education programs is accessible to regularly enrolled district students, in accordance with established criteria for attendance.</p>
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<p>SC 1106</p>	<p>In order to maintain a program of vocational technical education, the Board shall:</p> <ol style="list-style-type: none"> 1. Employ and supervise certified district vocational technical staff.
<p>SC 1806 Title 22 Sec. 4.34</p>	<ol style="list-style-type: none"> 2. Provide adequate facilities and equipment for maintenance of the district's program. 3. Utilize qualifying private resources as necessary and appropriate to effectuate the purposes of this policy.
<p>Title 22 Sec. 4.31</p>	<ol style="list-style-type: none"> 4. In cooperation with the Indiana County Area Vocational Technical School, establish the number of credits to be awarded toward graduation for vocational technical education courses of study and for cooperative education programs.
<p>SC 1808, 1842 Title 22 Sec. 4.33</p>	<p>The Board shall establish appropriate advisory committees to advise the Board, administration and staff concerning the aspects of the educational program delegated to each committee.</p>
<p>4. Delegation of Responsibility</p>	<p>The Superintendent or designee shall be responsible for developing procedures which ensure that:</p>
<p>SC 1850.1 Title 22 Sec. 4.31, 4.32, 4.35</p>	<ol style="list-style-type: none"> 1. All district programs are operated in conformance with the current state plan for vocational technical education and State Board regulations.
<p>SC 1212</p>	<ol style="list-style-type: none"> 2. All district teachers are properly certified for their specific vocational technical teaching assignments.
<p>Title 22 Sec. 4.31</p>	<ol style="list-style-type: none"> 3. All approved planned instruction is carried out. 4. Students participating in cooperative education programs are not exploited, illegally employed, or employed under conditions that fail to safeguard their health and interests.
<p>Title 22 Sec. 4.31, 12.41</p>	<ol style="list-style-type: none"> 5. Development of district vocational technical curricula is integrated with a continuing assessment of the employment demands of the community and the state, as well as the needs and interests of students. 6. Students and parents/guardians are informed that admission to vocational technical education programs is accessible to regularly enrolled students, in accordance with established criteria for admittance.

<p>3. Guidelines</p> <p>23 Pa. C.S.A. Sec. 6303, 6344</p> <p>23 Pa. C.S.A. Sec. 6303, 6344</p> <p>23 Pa. C.S.A. Sec. 6344</p> <p>23 Pa. C.S.A. Sec. 6344.3</p>	<p><u>Child Abuse Prevention Requirements</u></p> <p>Employers who participate in district internship, externship, work study, co-op, or similar programs shall adopt policies and procedures that ensure compliance with the following procedures required by the Child Protective Services Law.</p> <p><i>Identification Of Adult Responsible For Child's Welfare –</i></p> <p>When a district student under the age of eighteen (18) years old participates in an internship, externship, work study, co-op, or similar program with an outside employer, the district and the employer shall, prior to commencing participation, identify an adult(s) who will be the student's supervisor while the child participates in the program. The identified adult(s) will be the person responsible for the child's welfare.</p> <p>The identified adult(s) shall be in the immediate vicinity of the child at regular intervals during the program. Immediate vicinity shall mean an area in which an individual is physically present with a child and can see, hear, direct and assess the activities of the child.</p> <p><i>Certifications –</i></p> <p>Prior to commencement of the program, the identified adult shall submit the following information to the Superintendent or designee:</p> <ol style="list-style-type: none">1. PA Child Abuse History Clearance - which must be less than sixty (60) months old.2. PA State Police Criminal History Record Information - which must be less than sixty (60) months old.3. Federal Criminal History Report - which must be less than sixty (60) months old.4. Disclosure Statement – which is a statement swearing or affirming applicant has not been disqualified from service by reason of conviction of designated criminal offenses or being listed as the perpetrator in a founded report of child abuse. <p>The Superintendent or designee shall review the information and determine if information is disclosed that precludes identification of the adult as the supervisor responsible for the child's welfare.</p>
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	<p>Information submitted by an identified adult in accordance with this policy shall be maintained centrally in a manner similar to that for school employees.</p> <p><i>Arrest Or Conviction Reporting Requirements –</i></p> <p>23 Pa. C.S.A. Sec. 6344.3 An identified adult shall notify the employer, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law.</p> <p>23 Pa. C.S.A. Sec. 6344.3 An identified adult shall also report to the employer, within seventy-two (72) hours of notification, that s/he has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.</p> <p>23 Pa. C.S.A. Sec. 6344.3 Failure to accurately report such occurrences may subject the identified adult to disciplinary action up to and including termination of employment and criminal prosecution.</p> <p>23 Pa. C.S.A. Sec. 6344.3 The employer shall immediately require an identified adult to submit new certifications when there is a reasonable belief that the identified adult was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.</p> <p>23 Pa. C.S.A. Sec. 6344.3 If the employer receives notice of such occurrences from either the adult or a third party, the employer shall immediately report that information to the Superintendent or designee in writing.</p> <p><i>Child Abuse Reporting –</i></p> <p>23 Pa. C.S.A. Sec. 6311 Pol. 806 Identified adults who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with the Child Protective Services Law.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1106, 1212, 1801, 1806, 1807, 1808, 1809, 1841, 1842, 1847, 1850.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.31, 4.33, 4.34, 4.35, 11.28, 12.41, 339.2, 339.13, 339.14, 339.21, 339.22, 339.29, 339.41</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 103, 103.1, 113, 138, 806</p>
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