Concluding (Part B) Application Package for Career Technical Education New Program Approval M.G.L.c.74

**Disclaimer:** Sections of law, regulations and guidelines are referenced in this document. The official copies of the law, regulations and guidelines as filed with the Massachusetts Office of the Secretary of State are implemented by the Massachusetts Department of Elementary and Secondary Education. The Massachusetts Department of Elementary and Secondary Education does not represent this document as a replacement for the official law, regulations and guidelines documents.

**PLEASE NOTE:** Part B is not to be submitted unless the district has been notified in writing by the Department to proceed.

Concluding (Part B) applications are due by no later than **5:00 PM** on the **second or third Friday in March** of any application year. Specific dates are available at <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html>.

Concluding (Part B) Application Submission & Review by the Department of Elementary and Secondary Education

In order to ensure that school districts interested in developing new Chapter 74 programs are first establishing key foundational elements for those programs, the Department has created a two-part application. The following elements comprise a Concluding (Part B) application. Applicants whose Preliminary (Part A) applications are sufficient are invited to submit Part B applications. If your school district is planning to offer a new Chapter 74 career technical program, Part B of the application process will include the following elements:

**Step 1:** The school district superintendent or her/his designee submits by **5:00 PM** on the **second or third Friday in March** of any application year the Concluding (Part B) Application contained herein, including any required or suggested documentation. Specific dates are available at <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html>.

**Step 2:** Massachusetts Department of Elementary and Secondary Education staff conduct a desk review of the application materials and provide the school district contact person with the Department’s comments. If applicable, the comments will note criteria that are missing or incomplete and include follow-up requirements and dates by which documentation must be received.

**Step 3:** Onsite Review – Once the Department determines that Part B of the application is complete or near completion, the Massachusetts Department of Elementary and Secondary Education will notify the superintendent and school district contact person that the school district should schedule the entire Program Advisory Committee and Massachusetts Department of Elementary and Secondary Education staff (liaison and safety reviewer) for an onsite review of the proposed program.

Prior to the onsite review, the members of the Program Advisory Committee will review the facilities, equipment and the Program of Study for the proposed program using the Chapter 74 Career Technical Education Program Onsite Comment Form for Program Advisory Committee.

School districts may wish to base their communications to PAC members regarding this visit on a sample Letter to PAC re Onsite Visit, found at <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html>.

**Step 4:** If DESE review of the facility and equipment for the proposed program identifies items in need of remediation, DESE will provide via email to the district contact person a list of those items needing attention. The school district should respond via email with its plan to address the items identified. All items must be remediated to the satisfaction of the Department before program approval is granted.

For approval by **June 30** of any application year, the suitability of the facilities and equipment and the remediation of any issues arising from safety inspections must be satisfactorily addressed by no later than mid-June. Consequently, initial DESE safety inspections should occur at the earliest date possible and must occur by mid-May. See <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html> for specific deadlines.

Any other outstanding items, including revised documentation and evidence of a licensed or waivered teacher, must be fully addressed by this same deadline.

For approval by **November 1** of any application year, the suitability of the facilities and equipment and the remediation of any issues arising from safety inspections must be satisfactorily addressed by no later than mid-October. Consequently, initial DESE safety inspections should occur at the earliest date possible and must occur by mid-September. See <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html> for specific deadlines.

Any other outstanding items, including revised documentation and evidence of a licensed or waivered teacher, must be fully addressed by this same deadline.

**Step 5:** Approval/Non-Approval of Program – After the deficiencies (if any) are corrected and the documentation of corrections is submitted and reviewed and the program is determined to meet approval criteria, the Massachusetts Commissioner of Elementary and Secondary Education will send a program approval letter to the superintendent of the applicant school district by June 30 of any calendar year. The program will then be listed in [School and District Profiles](https://profiles.doe.mass.edu/) and the Student Information Management System (SIMS). DESE updates program information annually during the summer.

In cases where the proposed program does not meet the conditions for approval, the Massachusetts Commissioner of Elementary and Secondary Education will send a program non-approval letter to the superintendent of the applicant school district.

In cases where the school district has not yet secured a licensed or waivered teacher and/or where the facility is not yet ready for inspection, but all other conditions for approval have been met, the Department will delay issuing an approval/non-approval determination. All delayed approval/non-approval decisions will be resolved by November 1 following, and the Department’s decision will be conveyed via letter to the superintendent of the applicant school district.

Post-approval

* **Cooperative Education:** Once a program is approved, students who are enrolled in that program, and who meet the school’s requirements for participation in cooperative education, may participate in the school’s cooperative education opportunities.

Once the program has received Chapter 74 approval, additional activities and areas of importance include:

* **Student Information Management System (SIMS):** For the purpose of reporting student enrollment, approvals of new programs that are granted by the Commissioner on or before November 1 of any school year shall be retroactive to October 1 of that school year.
* **Technical Assistance:** The Office for College, Career, and Technical Education is a resource for continued technical assistance following program approval.
* **Follow-Up Review of Programs:** As part of the approval process, OCCTE will review programs three years after the initial approval. This review will include safety, health, and accessibility.

School District and Program Information

School District Name \*



School District LEA # \*



This is a four-digit state-issued district identifier

Name of school where program would be offered \*



Applicable Career and Technical Education Framework Title \*



Program Name (if different from CTE Framework Title)



Program Level \*

SecondaryPostsecondary

If ALL programs you are applying for during this cycle were approved, how many Chapter 74 state-approved programs would be offered at the school? \*

1 program2-4 programs5 or more programs

Who is the school district contact person for this application? \*



What is the title of the school district contact person for this application? \*



What is the contact person's telephone number? \*



xxx-xxx-xxxx (include ext. # if applicable)

What is the email address of the school district contact person for this application? \*



PART B DOCUMENTATION

CRITERION 2: Organization (Program Advisory Committee)

**Legal Citations:** M.G.L.c.74, §2 & 6; 603 CMR 4.03 and 4.04(1)(c)1

**REQUIREMENT:** 2c. The Program Advisory Committee shall consist of representatives of local business and industry related to the program, organized labor, postsecondary institutions, parents/guardians, students and representatives from registered apprenticeship programs if the program area has such registered programs.

**PLEASE NOTE:** The district may meet the organized labor representation requirement for the program advisory committee by including evidence of organized labor representation on the district’s General Advisory Committee.

**REQUIREMENT:** 2e. The membership of the Program Advisory Committee must be free of school committee members, Board of Trustee members, other school officials and school personnel.

**REQUIREMENT:** 2f. The Program Advisory Committee must have an appointed facilitator who in most cases would be a program teacher or a program supervisor/director.

**PLEASE NOTE:** Even if the proposed program will provide students with the same initial curriculum as an already existing Chapter 74 program, the applicant school district must present evidence that a distinct Program Advisory Committee exists for the program and that the PAC meets to address program needs.

2c. Submit the updated Program Advisory Committee form including all required representation. \*

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View or download the document "Program Advisory Committee for CTE Form" at https://www.doe.mass.edu/ccte/cvte/programs/timeline.html

**REQUIREMENT:** 2d. Every effort shall be made to ensure that membership on the Advisory Committee includes racial and linguistic minorities, persons with disabilities and individuals in occupations nontraditional for their gender who are representative of the particular district or community served by the school.

Does the updated Program Advisory Committee form you uploaded include representative(s) who are racial or linguistic minorities, persons with disabilities (or persons well equipped to represent the perspectives of persons with disabilities), AND persons nontraditional by gender for the program? \*

YesNo

2d. Submit a plan to make the program advisory committee inclusive of individuals who are racial or linguistic minorities, individuals with disabilities (or who are able to represent the perspectives of persons with disabilities), and those pursuing a career nontraditional for their gender. \*

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**REQUIREMENT:** 2g. The Program Advisory Committee shall meet at least twice per year. Meetings shall comply with the Open Meeting Law, M.G.L. c. 39, § 23B.

2g. Submit agendas and minutes from any PAC meetings that have occurred since the submission of Part A of the application.

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CRITERION 4: Location (Facilities) and Equipment

**Legal Citations:** M.G.L.c.74, §2; 603 CMR 4.03(3)

The CTE Regulations require that a Chapter 74 state-approved program be based on the applicable Career and Technical Education Framework, be of sufficient scope to address the applicable CTE Framework, be conducted in facilities that meet current occupational standards, and that equipment be industry validated to meet current occupational standards and be sufficient in quantity and variety to allow students to attain competencies necessary for the occupation and the Certificate of Occupational Proficiency and to enable each student, or student team, to work continuously.

**PLEASE NOTE** that DESE approves Chapter 74 programs only when those programs are slated to operate in facilities and with equipment that meet the requirements for that Chapter 74 program.

**Application Standard:** The equipment standard for new program application is that the district acquires all equipment needed to operate the full program per the requirements, submit all documentation identified under Criterion 4, and have the equipment in place for a safety inspection based on the timeline provided. The suitability of the facility and equipment are determined by documentation submitted in the Concluding (Part B) application, by a CCTE desk-review of the Part B documentation, by evidence that the program’s Advisory Committee has found these to be sufficient, and by a thorough safety inspection undertaken by DESE staff.

For approval by **June 30** of any application year, the suitability of the facilities and equipment and the remediation of any issues arising from safety inspections must be satisfactorily addressed by no later than mid-June. Consequently, initial DESE safety inspections should occur at the earliest date possible and must occur by mid-May. See <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html> for specific deadlines.

For approval by **November 1** of any application year, the suitability of the facilities and equipment and the remediation of any issues arising from safety inspections must be satisfactorily addressed by no later than mid-October. Consequently, initial DESE safety inspections should occur at the earliest date possible and must occur by mid-September. See <https://www.doe.mass.edu/ccte/cvte/programs/timeline.html> for specific deadlines.

**Approval Standard:** The standard for new program approval is that the district acquires all equipment needed to operate the program per regulatory requirements, that all documentation submitted under Criterion 4 be determined acceptable based on the CCTE desk-review, and that the safety inspection of facilities and equipment has been conducted and any issues identified have been remediated and approved based on the timeline provided.

**PLEASE NOTE:** Districts that have been approved to proceed to Part B but that do not believe they will meet this approval standard may request a deferral.

**REQUIREMENT:** 4a. Each career technical education program shall be conducted in facilities that meet current occupational standards.

4a(i). Submit completed applicable National Institute for Occupational Safety and Health (NIOSH) Checklist (to be completed by the applicant and reviewed by the Program Advisory Committee prior to the onsite review). \*

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View or download a list of applicable NIOSH Checklists for programs at http://www.doe.mass.edu/ccte/cvte/programs/timeline; cross-reference the program with NIOSH Checklists found at https://www.cdc.gov/niosh/docs/2004-101/indexprog.html.

4a(ii). Submit a written description of the facilities, i.e., classroom, shop, including the layout/placement of equipment. \*

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4a(iii). Submit floor plans with dimensions for the shop. Programs with large equipment must identify large equipment placement in the floor plans. \*

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**REQUIREMENT:** 4b. Equipment shall be industry validated to meet current occupational standards and be sufficient in quantity and variety to allow students to attain competencies necessary for the occupation and the attainment of industry-recognized credentials (if available) and to enable each student, or student team, to work continuously.

4b(i). Submit minutes from a Program Advisory Committee meeting demonstrating that the PAC has reviewed equipment and that it meets current occupational standards and is sufficient in quantity and variety to allow students to attain competencies in the proposed program. \*

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PLEASE NOTE: The minutes submitted for 2g. above may also address this requirement.

4b(ii). Submit the list of instructional equipment. The list should distinguish instructional equipment that is necessary for the acquisition of technical knowledge and skills in the CTE Framework for the proposed program. \*

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**REQUIREMENT:** 4c. The facilities for the proposed program must meet all applicable building and safety codes and shall be inspected by building and safety officials per applicable local, state and federal laws and regulations.

4c. Submit current, applicable federal, state, and local inspection certificates. At minimum, these would include current Building Occupancy Permits and Fire Inspection certificates for the buildings in which the program is (or will be) located. \*

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**PLEASE NOTE** that many proposed programs involve use of equipment that must be inspected regularly. During DESE's pre-approval safety, health, and accessibility review, the CCTE Safety Officer will verify that all such equipment possesses current and valid evidence of inspection.

**REQUIREMENT:** 4d. The school shall develop and implement a comprehensive shop-specific safety and health plan to safeguard the safety and health of all students and school personnel. The regulations of the Occupational Safety and Health Administration (OSHA) governing work sites shall serve as the minimum standards for safety in the career technical education program. The plan should include provisions for safety inspections of all facilities, safety training for all students and staff and the use, storage and disposal of toxic and hazardous materials.

4d. Submit a Career Technical Education Shop-Specific Safety and Health Plan that addresses the topics outlined in the document "Safety and Health Plan" referenced directly below. \*

 Choose File

View or download guidance for developing a program-specific "Safety and Health Plan" at https://www.doe.mass.edu/ccte/cvte/programs/timeline.html

**NOTE:** The office for College, Career, and Technical Education is developing templates for all Ch 74 state programs. Please use the template for your program. If there is not yet a template for your program, please use the template provided in the Safety and Health Plan appendix, <https://www.doe.mass.edu/ccte/cvte/programs/safety-health.docx>.

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CRITERION 5: Program of Study and Methods of Instruction

**Legal Citations:** M.G.L.c.74, §2; M.G.L.c.76 §5; 603 CMR 4.03(4)

**REQUIREMENT:** 5a. The proposed program shall be based on the applicable Career and Technical Education Framework and the Massachusetts Curriculum Frameworks

* <https://www.doe.mass.edu/ccte/cvte/frameworks/>

5a. Submit evidence that all strands of the applicable CTE Framework are covered in the curriculum of the proposed program. \*

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Districts MUST USE the Curriculum Mapping Grid available for download at https://www.doe.mass.edu/cte/programs/timeline.html

**PLEASE NOTE:** Applications for programs with one or more concentrations must provide evidence that the curriculum of the proposed program addresses the relevant section(s) of Strand 2. For example, Horticulture Concentration: Arboriculture is covered under 2E through 2I of Horticulture (VHORT).

**REQUIREMENT:** 5b. The proposed program must be described in the district’s Program of Study document, including both academic and technical programs and courses.

5b. Submit the print Program of Study that includes a description of both the academic and the technical courses in the program. (Alternatively, the district may upload the website address where the Program of Study is posted.) \*

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**PLEASE NOTE** that Requirements 5a and 5b are conceptually linked. The Program of Study provided in 5b should demonstrate clearly that the sequence of technical coursework comprising the Chapter 74 program addresses all topics and strands of the CTE Framework referenced in 5a.

**REQUIREMENT:** 5c. The proposed program shall integrate academic and technical instruction through the efforts of technical and academic teachers who share responsibility for the development of the knowledge and skills of their students.

5c. Submit evidence of the integration of academic and technical instruction. \*

 Choose File

View or download the document "Integration of Academic and Technical Instruction" at https://www.doe.mass.edu/ccte/cvte/programs/timeline.html.

**REQUIREMENT:** 5d. The proposed program shall include competency-based applied learning that contributes to students' higher order reasoning and problem solving skills.

5d(i). Submit documentation that demonstrates school district and/or school administration expectations that teacher curriculum and instruction foster the development of students' higher order reasoning and problem-solving skills. \*

 Choose File

5d(ii). Submit one or more UNIT plans for the proposed program based on Strand 2 or Strand 3 of the applicable Massachusetts Career and Technical Education Framework. Please annotate the unit plan(s) to draw attention to places where students are asked to demonstrate (1) applied learning connected to the program's CTE Framework; and (2) higher order reasoning and problem-solving skills. For (2), refer to Bloom's Taxonomy (https://www.bloomstaxonomy.net/), with particular attention to Analysis, Synthesis, and Evaluation. \*

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**PLEASE NOTE:** Submission of satisfactory evidence under **REQUIREMENT:** 5e1 (below) will be considered as additional documentation of competency-based applied learning.

**REQUIREMENT:** 5e1. The proposed career technical education program shall include a process for assessing and documenting students’ progress toward competency in the standards of the Career and Technical Education Framework for the program. Assessment methods may include portfolio and performance assessment.

5e1. Submit a sample of a student’s completed competency profile (if authentic, student name must be redacted). If no completed sample is available, please submit the template to be used. \*

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**REQUIREMENT:** 5e2. The proposed career technical education program will include student acquisition of industry-recognized credentials, if applicable.

**PLEASE NOTE:** The CTE Framework (<https://www.doe.mass.edu/ccte/cvte/frameworks/default.html>) for each program lists industry recognized credentials (IRCs). Recently updated Frameworks include both Essential IRCs that students must have the opportunity to earn and other Optional IRCs that may be offered. 2014 Frameworks provide only suggested IRCs.

5e2. Submit a listing of accreditations or industry credentials students may gain as a result of participation in the program. \*

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**REQUIREMENT:** 5f. The proposed Program of Study shall be articulated, where appropriate, with postsecondary education programs, including registered apprenticeship programs.

5f. Submit a copy of at least one current (i.e., 1-2 years old) articulation agreement with a college or apprenticeship training program that is appropriate for the program. If no current articulation agreement exists, submit evidence that the district is in the process of developing an articulation agreement with a postsecondary institution. \*

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**REQUIREMENT:** 5g. The proposed program shall include program specific workbased experience, wherever appropriate and feasible.

**PLEASE NOTE:** Criterion 8 addresses cooperative education more specifically.

5g. Will the program offer offsite workbased learning opportunities for students? \*

YesNoAt present, we're not sure.

5g(i). Submit a written description of the planned workbased learning components of the Program of Study. \*

 Choose File

5g(ii). Submit copies of all school district policies, procedures and forms used for unpaid workbased learning. \*

 Choose File

**REQUIREMENT:** 5h. The proposed program will not require students/parents/guardians to waive their legal rights as a condition of internship or other work-based learning participation.

5h. Submit a written statement or evidence that students/ parents/guardians are not required to waive their legal rights as a condition of internship or other work-based learning participation. \*

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**REQUIREMENT:** 5i. The proposed program will meet state board/agency approvals, accreditation association approvals, and National Occupations Program Approval Standards (where applicable).

**PLEASE NOTE:** This requirement pertains to PROGRAM licenses or certifications, not individual STUDENT certifications and is thus distinct from Requirement 5e2 above.

5i1. Submit, if applicable, a written plan for the Program to gain state board/agency approvals and/or accreditation association approvals. If approvals have been obtained, submit documentation of attainment.

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**Criterion 5i2. has been removed.**

**REQUIREMENT:** 5j. The program of study shall be free of bias and stereotyping.

5j. Submit a copy of the district’s (1) published plan or policy and (2) instrument used for reviewing curriculum and instruction to ensure that it is free of bias and stereotyping based on race, color, sex, gender identity, religion, national origin, homelessness status, disability and sexual orientation. \*

 Choose File

View or download the document "Reviewing Curriculum and Instruction for Bias and Stereotyping" found at https://www.doe.mass.edu/ccte/cvte/programs/timeline.html

**Criterion 5k. has been removed.**

**REQUIREMENT:** 5l. Career guidance and placement services shall be provided to each student and shall include assessment of all career technical students to determine individual career technical and academic aptitude, interest and learning styles, and assistance with the development of a four-year career plan based on the assessments. Services shall be provided to assist each student in making the transition to the workforce, postsecondary education and apprenticeship programs.

5l. Submit a description of the program-specific career guidance and placement services designed to provide students enrolled in the program with assistance in making the transition to the workforce, postsecondary education and/or apprenticeship programs. \*

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View or download the document "Program-Specific Guidance and Placement" at https://www.doe.mass.edu/ccte/cvte/programs/timeline.html.

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CRITERION 6: Qualifications of Personnel

**Legal Citations:** M.G.L.c.74, §2, 18 & 22E; 603 CMR 4.03(5)(7)

**REQUIREMENT:** 6a. The technical teachers for the proposed program must be appropriately licensed in the area of the proposed program by Massachusetts Department of Elementary and Secondary Education.

6a. Submit the name, Department-issued educator license number and field for each technical teacher in the proposed program.

 Choose File

**REQUIREMENT:** 6b. The Commissioner may exempt a school district for any one school year from the requirement to employ individual career technical education personnel licensed under 603 CMR 4.00 upon the request of a superintendent for a waiver and demonstration to the Commissioner that the district has made a good-faith effort to hire licensed personnel.

6b. Submit, if applicable, names of technical teachers for the proposed program for whom the district will seek a Department-approved waiver.

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NOTE: General information about waivers may be found at: https://www.doe.mass.edu/licensure/resources/

**REQUIREMENT:** 6d. Each school district that conducts five or more Chapter 74-approved career technical education programs in public comprehensive high schools must employ a licensed Career Technical Supervisor/ Director of Career Technical Education to plan and supervise the programs.

6d. Submit, if applicable, name, Department-issued educator license number and field for the school district’s Career Technical Supervisor/ Director of Career Technical Education.

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CRITERION 7: Admission of Students

**Legal Citations:** M.G.L.c.74, §2, 7 & 7C; 603 CMR 4.03(6)

**REQUIREMENT:** 7a1. For Secondary Programs: Each school with secondary career technical education programs shall develop and implement an admission policy for the secondary programs. The policy must be approved by the Department prior to implementation.

**PLEASE NOTE:** The Board of Elementary and Secondary Education, in June 2021, adopted new Chapter 74 admissions policies Regulations. Please refer to 4.03(6) of the Massachusetts Vocational Technical Education Regulations and related Application Process and Admissions Policies and Practices guidelines for more information. **Note that admission policies are not submitted in this application.**

**Schools that are developing a *SECONDARY* or *POSTSECONDARY* admission policy for the first time should contact Marnie Jain in the Office for College, Career, and Technical Education.**

Schools that are applying for a Practical Nursing program (available to be offered at the postsecondary level only) should contact Marnie Jain in the Office for College, Career, and Technical Education. PN programs typically require a program-specific admission policy.

**REQUIREMENT:** 7b. The policy shall be published in the Program of Studies and a copy shall be provided to each student applicant and his/her parent/guardian.

7b. Submit a copy of a draft Program of Studies for the upcoming school year that includes a description of the proposed program. \*

 Choose File

**REQUIREMENT:** 7c. School districts that offer five or more approved career technical education programs shall provide a minimum of a half-year exploratory program approved by the Department for all incoming ninth graders.

**PLEASE NOTE:** If the district does not already provide a Chapter 74 exploratory program, and the proposed program, once approved, will be the fifth Chapter 74 program, the CCTE office will work with the district in implementing this requirement.

**Criterion 7c has been removed.**

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CRITERION 8: Employment of Students (Cooperative Education)

**Legal Citations:** M.G.L.c.74, §2 & 2A; M.G.L.c.149; 603 CMR 4.03(7); Code of Federal Regulations Title 29 (CFR 29) Part 570.

**REQUIREMENT:** 8a. Each Career Technical Education Cooperative Education program shall:

* be supervised by a person holding a Career Technical Cooperative Education Coordinator license or Career Technical Teacher license in the cooperative education program area;
* enroll only those students who are enrolled in an approved career technical education program and who have demonstrated the acquisition of the knowledge and skills in the applicable Career Technical Education Framework and the Massachusetts Curriculum Frameworks associated with at least one and one half years of full time study in the career technical cooperative education program area, and in no case enroll students earlier than midway through the junior year;
* be offered only during time not scheduled for academic classes during the school year, and may include summer programs;
* provide students the opportunity to acquire knowledge and develop skills not acquirable in a school-based setting but acquirable in a work-based setting;
* provide competency-based assessments;
* provide students with continuous supervision by the employer;
* provide students with career technical credit;
* provide a written agreement between the school, employer, student and parent/guardian delineating the conditions of the employment including, but not limited to, hours, wages and time-off. The agreement shall include the skills to be acquired by the student. The employer shall agree to meet all applicable requirements of state and federal labor laws and regulations including, but not limited to, those addressing worker compensation insurance, equal employment opportunity and occupational safety and health;
* provide a safety and health orientation specific to the site for all employee-students; and
* provide sufficient supervisory visit time between the student, employer and the school's cooperative education coordinator or appropriate career technical teacher. Supervision shall be coordinated to allow for the joint participation by all parties including the career technical teacher. The school's cooperative education coordinator or career technical teacher shall conduct regular supervisory activities at the work site to ensure that the agreement is being followed and to update the student's competency attainment file.

8a. Will the proposed program, if approved, include cooperative education opportunities for students? \*

YesNoWe're not sure if we will offer students in this program cooperative education opportunities.

Provide a written explanation of why the program will not or may not offer cooperative education opportunities for students. \*

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Please describe briefly the piece of ADDITIONAL documentation for Criterion 8 uploaded directly above.



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CRITERION 9: Expenditures (Financial Resources)

**Legal Citations:** M.G.L.c.74, §2 & 14B; 603 CMR 4.03(8)

**REQUIREMENT:** 9a. The school district must have adequate financial resources to enable the program to meet current industry and Occupational Safety and Health Administration (OSHA) regulations with respect to facilities, safety, equipment and supplies in the proposed program. Each school that conducts one or more career technical education programs shall ensure that resources are adequate to enable the programs to meet current industry and Occupational Safety and Health Administration (OSHA) regulations with respect to facilities, safety, equipment and supplies.

9a. Submit a copy of the current or planned budget for the proposed program. \*

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CRITERION 10: Program Outcomes

**Legal Citations:** M.G.L.c.74, §2; 603 CMR 4.05

**REQUIREMENT:** 10a. The school district shall report program outcomes to the Department.

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CRITERION 11: Unpaid, Off-Campus Construction and Maintenance Projects

**Legal Citations:** M.G.L.c.74, §2 & 2B; 603 CMR 4.06

Will this program, if approved, offer off-campus construction and/or maintenance projects in which students acquire academic and career technical skills on an unpaid basis? \*

YesNo

Submission Date

