



Book	Policy Manual
Section	100 Programs
Title	Vocational Technical Education
Number	115
Status	Second Reading
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Purpose

The Board shall provide a program of vocational technical education to:[\[1\]](#)[\[2\]](#)

1. Prepare students for gainful employment as skilled workers or technicians in recognized occupations and in new or emerging occupations.
2. Prepare students for enrollment in advanced or skilled vocational and technical education programs, and postsecondary education programs.
3. Assist students in choosing meaningful career pathways.

Definition

For purposes of this policy, **vocational technical education** shall be defined as a series of planned academic and vocational technical education courses articulated with one another to teach the knowledge and skills necessary to prepare students to effectively pursue recognized profitable employment.[\[3\]](#)[\[1\]](#)

Authority

The Board shall support a program of vocational technical education which may include:

1. Vocational technical courses of study interwoven and articulated throughout the curriculum of the school.[\[4\]](#)[\[1\]](#)
2. A recognized school-to-work program to offer students experience in private employment.
3. A work-study program for the employment of qualified students in public agencies and institutions.[\[5\]](#)
4. Attendance at the Berks Career and Technology Center and participation in a cooperative program of career development.[\[6\]](#)[\[7\]](#)

In order to maintain a program of vocational technical education, the Board shall:

1. Approve the content, organization and assessment standards of all vocational courses stated in the Strategic Plan. [\[8\]](#)[\[1\]](#)
2. Approve the placement of students in work-study and career preparatory programs and supervise the nature and conduct of their employment. [\[1\]](#)[\[5\]](#)
3. Employ and supervise certified district vocational technical staff. [\[9\]](#)
4. Provide adequate facilities and equipment for the maintenance of the district's program. [\[4\]](#)[\[10\]](#)
5. In cooperation with the Berks Career and Technology Center, establish the number of credits to be awarded toward graduation for vocational technical education courses of study and for cooperative education programs. [\[1\]](#)

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 students with disabilities enrolled in such programs are entitled to services under state and federal laws and regulations. (22 PA Code 4.31)

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. [\[11\]](#)[\[12\]](#)[\[17\]](#)

Delegation of Responsibility

The Superintendent or designee shall be responsible for developing procedures which shall ensure that:

1. All district programs are operated in conformance with the current state plan for vocational technical education and State Board regulations. [\[14\]](#)[\[1\]](#)[\[15\]](#)[\[18\]](#)
2. All district teachers are properly certified for their specific teaching assignments. [\[16\]](#)
3. All approved planned instruction is carried out. [\[1\]](#)
4. The development of district vocational technical curricula is integrated with a continuing assessment of the employment demands and resources of the community and the needs and interests of students.

The Superintendent or designee shall seek and utilize all available state and federal sources of revenue for the financial support of vocational technical education in this district.

All students participating in vocational technical programs supervised by this Board are considered to be regularly enrolled in the schools of this district, subject to the policies and rules of this Board, and jointly established policies and rules of this district and the Career and Technology Center, including rules regarding attendance for those periods when they are not assigned to outside work projects, or other classes.

Legal

1. 22 PA Code 4.31
2. 22 PA Code 12.41
3. 24 P.S. 1801
4. 24 P.S. 1806
5. 22 PA Code 11.28
6. 24 P.S. 1807
7. 24 P.S. 1841
8. 22 PA Code 4.13
9. 24 P.S. 1106
10. 22 PA Code 4.34
11. 24 P.S. 1808
12. 24 P.S. 1842
14. 24 P.S. 1850.1
15. 22 PA Code 4.32
16. 24 P.S. 1212
17. 22 PA Code 4.33
18. 22 PA Code 4.35
- 24 P.S. 1809
- 22 PA Code 11.8

Last Modified by Mrs Regina Urso on May 14, 2018