

A. W. BEATTIE CAREER CENTER

SECTION: PROGRAMS
 TITLE: CAREER AND TECHNICAL EDUCATION
 ADOPTED: April 22, 1999
 REVISED: February 27, 2014
 APPROVED: March 27, 2014
 REVISED: April 28, 2016
 APPROVED: May 26, 2016

115 CAREER AND TECHNICAL EDUCATION	
<p>1. Purpose</p>	<p>The Joint Operating Committee (JOC) shall provide a program of career and technical education in order to:</p> <ol style="list-style-type: none"> 1. Prepare students for gainful employment as skilled workers or technicians in recognized, and newly emerging career clusters. 2. Prepare students for enrollment in post-secondary education programs. 3. Assist students in choosing meaningful career pathways.
<p>2. Definition SC 1801</p>	<p>For purposes of this policy, vocational technical education shall be defined as a series of planned academic and career related technical education courses integrated with one another to teach the knowledge and skills necessary to prepare students to effectively pursue recognized industry skilled employment.</p>
<p>3. Authority SC 1806 Title 22 Sec. 11.28 SC 1807, 1841</p>	<p>The JOC shall support a program of career and technical education which may include:</p> <ol style="list-style-type: none"> 1. Career and technical educational courses of study interwoven and articulated throughout the curriculum of the Career Center. 2. A recognized cooperative education learning program with experience in public and private employment. This may also include opportunities within non-profit organizations. 3. Students are able to achieve their authentic learning experience through participation in their career program and the following externship experiences: <ul style="list-style-type: none"> ♦ Job Shadowing ♦ Internships ♦ Clinic Rotations ♦ Community Service ♦ Junior Achievement ♦ Co-Op Employment

<p>Sec. 1850.1</p>	<p>In order to maintain a program of career and technical education, the Joint Operating Committee Shall:</p>
<p>Title 22 Sec. 4.31, 11.28</p>	<p>1. Approve the content, organization and assessment standards of all career and technical courses prior to submitting to the Secretary of Education.</p>
<p>Title 22 Sec. 4.31, 11.28</p>	<p>2. Approve the placement of student in cooperative education and career preparatory programs and supervise the nature and conduct of their employment.</p>
<p>Title 22 Sec. 4.35, 11.28 SC 1850.1</p>	<p>3. Operate programs in compliance with the current PDE plan for career and technical education.</p>
<p>SC 1106</p>	<p>4. Employ and supervise certified career and education technical staff.</p>
<p>SC 1806</p>	<p>5. Provide adequate facilities and equipment for maintenance of the A. W. Beattie Career Center.</p> <p>6. Utilize qualifying private resources as necessary and appropriate to effectuate the purposes of this policy.</p>
<p>Title 22 Sec. 4.31</p>	<p>7. In cooperation with the consortium school districts, establish the number of credits to be awarded toward graduation for career and technical education courses of study including the cooperative education programs.</p>
<p>Title 22 Sec. 4.33 SC 1808, 1842</p>	<p>The Joint Operating Committee shall establish appropriate Occupational Advisory Committees (OAC), to advise the JOC, administration and staff concerning the aspects of the educational program delegated to each committee.</p>
<p>4. Delegation of Responsibility</p>	<p>The Executive Director or designee shall be responsible for developing procedures which ensure that:</p>
<p>Title 22 Sec. 4.31, 4.32, 4.35 SC 1850.1</p>	<p>1. All A. W. Beattie Career Center programs are operated in conformance with the current PDE plan for career and technical education and state Board regulations.</p>
<p>SC 1212</p>	<p>2. All A. W. Beattie Career Center teachers are properly certified for their specific teaching assignments.</p>
<p>Title 22 Sec. 4.31</p>	<p>3. All approved planned instruction is carried out.</p>
	<p>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>

<p>Title 22 Sec. 4.31</p>	<p>5. Development of A. W. Beattie Career Center's 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.</p> <p>6. Students and parents are informed that admission to career and technical education programs is accessible to regularly enrolled students, in accordance with established criteria for admittance.</p>
	<p>The Executive Director shall seek and utilize all available state, federal and private sources of revenue for the financial support of the A. W. Beattie Career Center.</p> <p>All students participating in career and technical programs supervised by the JOC or in AVTS program sponsored by the JOC are considered to be regularly enrolled in district schools and are subject to the policies and rules of A. W. Beattie Career Center and jointly established policies and rules of A. W. Beattie Career Center and sending school districts.</p>
<p>Guidelines</p>	<p><u>Child Abuse Prevention Requirements</u></p> <p>Employers who participate in Career Center internships, externships, 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>23 Pa. C.S.A. Sec. 6303, 6344</p>	<p>When an A. W. Beattie Career Center student under the age of eighteen (18) years old participates in an internship, externship, or co-op, or similar program with an outside employer, the Career Center 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>23 Pa. C.S.A. Sec. 6303, 6344</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>23 Pa. C.S.A. Sec. 6344</p>	<p>Prior to commencement of the program, the identified adult shall submit the following information to the Executive Director 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.
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<ol style="list-style-type: none"> 4. Disclosure Statement - which is a statement swearing or affirming applicant has not been disqualified from service by reason of conviction of designate criminal offenses or being listed as the perpetrator in a founded report of child abuse.

The Executive Director 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.

Information submitted by an identified adult in accordance with this policy shall be maintained through the Cooperative Education Office.

Arrest or Conviction Reporting Requirements:

23 Pa. C.S.A.
Sec. 6344.3

An identified adult shall notify the Career Center's Executive Director, in writing, 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.

23 Pa. C.S.A.
Sec. 6344.3

The Career Center 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.

23 Pa. C.S.A.
Sec. 6344.3

If the Career Center received notice of such occurrences from either the adult or a third party, the employer shall immediately report that information to the Executive Director or designee in writing.

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.

References:

School Code - 24 P.S. Sec. 1106, 1212, 1801, 1806, 1807, 1808, 1809, 1841, 1842, 1847, 1850.1

State Board of Education Regulations - 22 PA Code Sec. 431, 4.33, 4.34, 4.35, 11.28, 12.41, 339.2, 339.13, 339.14, 339.21, 339.22, 339.29, 339.41.

Child Protective Services Law - 23 Pa. C.S.A. Sec. 6301 et seq.

Board Policy - 103, 103.1, 113, 806