

SECTION I INSTRUCTION

7. *Middle School Career Technical Education (CTE) Pathway Exploration* (New Policy voted 3/26/26, #26-40)

General Statement of Policy

Massachusetts regulations (603 CMR 4.00) require all sending districts to maintain a Middle School Pathway Exploration Policy that ensures students are aware of, and have opportunities to explore, career technical education (CTE) pathways available to them in district, regional, and agricultural high schools. The Public Schools of Brookline has a relationship with Norfolk County Agricultural High School.

The Public Schools of Brookline (PSB) is committed to ensuring that all middle school students have equitable access to exploration of high school options, including CTE programs, and that this exploration is integrated into each student's academic and career planning.

This policy details how PSB will:

1. Collaborate with Norfolk County Agricultural High School to provide informational opportunities to PSB middle school students.
2. Ensure all students have the opportunity to tour Norfolk County Agricultural High School or other approved CTE schools during school hours.
3. Maintain a systematic process for providing records and documentation to Norfolk County Agricultural High School or approved CTE schools during admissions.
4. Maintain documentation of policy implementation.

I. District Goals for Career Exploration

The Public Schools of Brookline strives to:

- Ensure that every middle school student gains awareness of multiple career pathways, including CTE, college preparatory, and other secondary school options.
- Provide equitable, bias-free exposure to CTE programs for all students, including students with disabilities, English Learners, and students experiencing homelessness.
- Reduce barriers to accessing CTE information by providing multiple modalities of communication (in-person, online, virtual sessions, print materials).

During middle school, students explore career options, high school options (including courses and programs available to them), and post-secondary pathways. PSB provides exploration activities in grades 6 to 8 to support students in identifying their interests, strengths, and goals.

Students who are interested in CTE programs will be provided the opportunity to participate in the DESE CTE Awareness Module.

II. Communication of CTE Opportunities

By October 15 of each school year, PSB will:

- Offer Norfolk County Agricultural High School the opportunity to provide on-site information sessions at each PSB school.
- Share information about Norfolk County Agricultural High School with families via mail, email, and digital communications.
- Maintain a public-facing webpage that lists admissions timelines, information sessions, and contact information for Norfolk County Agricultural High School

III. Collaboration with Norfolk County Agricultural High School

PSB will collaborate with Norfolk County Agricultural High School by:

- Coordinating annual information sessions to occur at PSB schools.
- Participating in annual planning meetings with Norfolk County Agricultural High School to align schedules for tours and recruiting events.

IV. Middle School CTE Tour Policies

PSB will ensure that all students in grades 6 to 8, at least once, are offered an opportunity to tour Norfolk County Agricultural High School or another participating CTE program during regular school hours.

Per regulation:

- Transportation costs for the tours will be covered by the hosting CTE school.
- PSB will coordinate with Norfolk County Agricultural High School to schedule group tours for middle school students.
- Students participating in approved CTE tours will not receive an unexcused absence. Absences will be coded as excused upon confirmation of participation from the CTE school.

V. Providing Records to CTE Schools During Admissions

Upon receiving a request from Norfolk County Agricultural High School or another CTE school for admissions purposes, PSB will provide allowable student information consistent with CTE regulations and privacy requirements.

This includes:

- Attendance records (limited to 7th grade and above, and only unexcused absences)
- Applicable disciplinary information aligned with 603 CMR 4.00
- Confirmation of student participation in tours or information sessions, when relevant

PSB will **not** share prohibited documents during the admissions process (e.g., IEPs, health records, home language surveys, immigration status).

In accordance with 603 CMR 4.03(6), PSB will also provide the names and addresses of all 7th and 8th-grade students to Norfolk County Agricultural High School no later than October 15 of each school year, unless a parent or guardian has opted out of directory information release under FERPA.

VI. Maintenance of Documentation

PSB will maintain records documenting:

- Student participation in CTE tours
- Dates and evidence of communications sent to students and families (mail, email, website)
- Contact information shared with CTE schools per regulation
- Annual implementation required for DESE attestation

VII. Policy Review and Publication

This policy will be:

- Reviewed annually and updated as needed
- Posted on the Public Schools of Brookline website
- Provided to families upon request