

Oklahoma CTE Guidelines for Academics – 2018-19

This document is to clarify 2002 Oklahoma House Bill 2886, which authorizes technology centers to offer academic courses to their students, as well as 2016 Oklahoma House Bill 3218, 2016 Senate Bill 1380, 2017 Senate Bill 1370, and 2017 House Bill 2911 legislation. Each piece of legislation has unique requirements and conditions to ensure adherence to law and sound educational practice.

Legislation

House Bill 3218 (became law on July 1, 2016) establishes assessment requirements beginning in 2017-18. All Oklahoma juniors will take the ACT or SAT. In addition, all 11th graders will also take the statewide science assessment. The U.S. History assessment must be taken once during high school. (This assessment will be given when SDE has the statewide assessment developed. It is not a high stakes assessment and it is not required to be an end of instruction assessment.)

Senate Bill 1380 contains curriculum requirements for high school graduation. It goes into effect on July 1, 2018 and affects graduates of 2019 and beyond.

When students enter high school, parents/students must choose one of two graduation curriculum options: College Prep/Work Ready or CORE. Students are automatically enrolled in the College Prep/Work Ready curriculum unless parents give written permission for their student to enroll in the CORE curriculum. However, SB 1370 requires that for students under the age of eighteen (18), school districts shall require a parent or legal guardian of the student to meet with a designee of the school prior to enrollment in the CORE curriculum. Technology center staff should communicate with partner schools in assuring all students meet their curriculum requirements.

Academic Courses for Sophomores Within a Focused Field of Study (Academies)

In 2004, the state legislature authorized that technology center districts may offer programs/career majors for **sophomores** by passing HB 2662. However, in order for sophomores to obtain academic credit for math and science courses above Algebra I and Biology I, students must be enrolled in a **focused field of study**. The focused field of study and the academics integrated into the academy must be developed in cooperation with the Oklahoma Department of Career and Technology Education (ODCTE), State Department of Education (SDE), and State Regents for Higher Education (OSRHE). Examples of a focused field of career study/academy would be pre-engineering, biomedical sciences, and computer science. As always, teachers must be Oklahoma subject-certified in the math and science courses they are teaching.

The State Board of Education and local comprehensive school boards must approve the academy (focused field of study). We recommend that official approval be in place by March 1 of the previous school year.

A-F Report Card – Postsecondary Opportunities

Postsecondary opportunities in the A-F Report Card earned by partner schools, includes industry certification programs at the technology centers and high schools. Postsecondary opportunities count as 11% of the total report card. Postsecondary opportunities include: Advanced Placement

courses (AP), International Baccalaureate courses (IB), internships, concurrent college enrollment and industry certification programs.

- **Advanced Placement (AP)** courses taken at the technology center count towards the A-F Report Card.
- The following **CareerTech internship courses** count towards the A-F Report Card:
 - 8102 Business Information Technology Internship
 - 8468 Culinary Arts Internship
 - 8622 Marketing Internship
- Students who complete coursework through CareerTech **programs** that lead to industry certification at their local technology center will count towards the A-F Report Card. (Those qualifying for A-F are listed [here](#). Use certifications that appear in the A-F column with “Yes.”)
- Students who complete the following **courses** through CareerTech at their local high school or technology center (these courses include internships) will count towards the A-F Report Card.

Approved Courses Include:

<u>Business Information Technology:</u> <ul style="list-style-type: none"> • 8101 Business Information Technology Internship • 8622 Marketing Internship • 8103 Career Major Capstone 	<u>Family and Consumer Science:</u> <ul style="list-style-type: none"> • 8419 School & Community Partnership I • 8420 School & Community Partnership II • 8409 Teach Oklahoma • 8446 FACS Ed Capstone
<u>Health Careers:</u> <ul style="list-style-type: none"> • 8554 Health Careers Capstone 	<u>Agriculture:</u> <ul style="list-style-type: none"> • 8021 Employment in Agriculture
<u>Pre-Engineering:</u> <ul style="list-style-type: none"> • 8716 Engineering Design and Development 	<u>BioMedical:</u> <ul style="list-style-type: none"> • 8719 Biomedical Innovation

For the A-F Report Card accountability reporting purposes, CTE courses at the local high schools that lead to Industry Certification will be identified by OCAS subject code in the school’s student information system and will be entered by the school into the WAVE system. For **CTE programs at the technology center** that lead to Industry Certification, ODCTE will collect information from the technology centers, verify it and then send the information to SDE.

For more information, see the OK State Dept. of Education’s Postsecondary Opportunities Guidance [here](#) or the contacts at the bottom of this document.

Agricultural Education Courses

The current **CORE** curriculum allows for “qualified agricultural education courses” as determined by the State Board of Education to offer the sets of science competencies in Oklahoma Academic Standards. These courses correspond to academic science courses. Qualified agricultural education courses may include but are not limited to horticulture, plant and soil science, animal science, natural resources, and environmental science.

College Prep/Work Ready Requirements for Science

Currently two courses qualify for science credit: Botany Plant Science (Botany 5040) and Zoological Animal Science (Zoology 5240). These courses will count only if the Ag teacher

holds an Oklahoma certification in biological sciences (certification code: 6003 or 6050) and the course is taught above the rigor of Biology I Oklahoma Academic Standards.

CORE Curriculum Requirements for Science

For the “qualified agricultural education courses” to meet the Core curriculum requirements and count for high school graduation **ONLY**, the teacher must be certified in Agriculture Education (7550) or Career and Technology Agriculture (7511).

In May 2012, the State Department of Education granted approval to allow students majoring in agriculture to enroll in the course, *Communications in Agriculture*, and use the earned credit to satisfy the fine arts or speech competency required by law. A student may only earn one credit for this course; thus, the student must decide at enrollment whether to use the credit to satisfy the fine arts requirement (4221 Speech I) or to use the credit as an agricultural credit (8022 Introduction to Agricultural Communications). Because the course is an elective, an agricultural education instructor with agricultural education certification is qualified to teach the course.

<http://www.okcareertech.org/educators/agricultural-education/forms-reports-applications> Select Letter to Superintendents regarding Speech Credit.

Anatomy and Physiology

Science credit can be granted for anatomy and physiology courses taught at a technology center. In CTE programs, a .5 credit can be earned for Anatomy (5333) and a .5 credit can be earned for Physiology (5220) and may be approved for College Prep/Work Ready requirements if the teacher holds a biological science certification (certification code: 6050) and the local school board approves it as a lab science. The anatomy and physiology courses must also contain the process standards for lab science required in Oklahoma Academic standards. To see these course standards, go to http://sde.ok.gov/sde/sites/ok.gov.sde/files/OAS_Science_Standards_3-2-15.pdf.

Business and Industry Certifications

House Bill 3218 and House Bill 1370 refer to business and industry certifications and endorsements. Guidance for this legislation has been developed and is located [here](#). **Oklahoma CareerTech Certifications Processes**

CareerTech Counting for Math Credit on CORE Curriculum

Senate Bill 1370 (that went into effect on July 1, 2018) provides that for students on the CORE curriculum **ONLY**, acceptance and successful completion of one (1) year of a full-time, three-hour career and technology education program leading to an industry-valued credential/certificate (industry-endorsed or industry-aligned) or college credit can count for **one of the two math credits required above Algebra I**. The link to the list of approved industry certifications is located [here](#): Use certifications that appear in the Endorsed or Aligned column with “Yes.” See **Oklahoma CareerTech Certifications Processes** [here](#)

Carnegie Units

Academic courses offered in technology centers must adhere to the SDE requirements for awarding Carnegie units of credit. A unit of credit is given for successful completion of a course that meets a minimum of 40 minutes a day, 5 days a week for 36 weeks, or the equivalent of 120 clock hours within the school year.

Computer Education Courses

Approved career and technology education (CTE) courses taught in the technology centers and the high schools may be counted as computer education credit for College Prep/Work Ready and Oklahoma’s Promise requirements. These select courses have gone through a statewide approval

process with the ODCTE and OSRHE. Go to www.okcareer.tech/cac and then select Academics - CTE Academics - Academic Credits for CareerTech Courses meeting requirements for Oklahoma's Promise, and the College Prep/Work Ready and CORE Curriculums. It is critical to name and transcript the courses that count for Oklahoma's Promise EXACTLY as listed on these websites.

E-transcripts

The transcript exchange system is a secure process that allows Oklahoma high school counselors to electronically send student transcripts to Oklahoma college and university admissions offices, technology centers, Oklahoma's Promise Scholarship Program, and the NCAA eligibility center.

E-transcripts enable technology centers to receive transcripts more often and in a timely manner. Technology center student services staff can more closely monitor students' academic progress, including grades, test scores, and business- and industry-recognized endorsements. It is also critical to closely monitor the transcripts of students to ensure that both proper course transcription and graduation and other requirements are being met. (NOTE: Technology centers can receive and view transcripts; additions and corrections can be made by the high schools only.) Technology Centers can send their own transcripts to colleges for PLA purposes.

Individual Career Academic Plan (ICAP)

Beginning with the freshman class of 2019-20 (graduates of 2023) ALL students will be required to fulfill the requirements of an **Individual Career Academic Plan (ICAP)** before graduating. This includes students attending the technology centers. Technology Center Student Services staff should coordinate and partner with their sending schools on assuring that all students complete their ICAP. (House Bill 2911)

Math/Science

Math and science courses taught at the technology center follow the same guidelines and Oklahoma Academic Standards as those taught at the comprehensive school. These teachers must be Oklahoma subject-certified for courses they teach. The teacher of record should also be the actual classroom teacher.

On March 26, 2015, the Oklahoma State Board of Education approved specific math and science courses taught at technology centers and select high schools to count for academic credit on high school transcripts. On June 8, 2015, the Oklahoma State Regents for Higher Education approved specific PLTW Pre-Engineering and PLTW Biomedical courses to count for academic credit on the College Prep/Work Ready curriculum and to count for OKPromise. In December 2016 and again in December 2017, this course list was updated and approved by OSRHE. Biotechnology courses will count as science courses on the CORE curriculum and will count as electives on the CollegePrep/WorkReady curriculum. www.okcareer.tech/cac - Academics - CTE Academics and Transcribing.

Oklahoma's Promise

The courses approved for Oklahoma's Promise credit were updated in December 2017. CTE courses that are listed for Oklahoma's Promise credit have undergone a statewide approval process between ODCTE and OSRHE. CTE courses submitted independently to the OSRHE by high schools or CareerTech centers will not be reviewed. For a list of CTE courses that have been approved for Oklahoma's Promise recognized credit go to: www.okcareer.tech/cac - Academics - Academic Credits for CareerTech Courses.

Only the CTE courses that are approved and funded by the ODCTE are found on the Oklahoma's Promise approved course list. It does not include locally developed business and other vocational courses not supported or recognized by the ODCTE. Schools using the approved CTE course names will be jeopardizing student eligibility for Oklahoma's Promise credit if the course is not an approved and funded CTE course recognized through the ODCTE.

Online Curriculum

Many technology centers are offering online courses. Technology centers may offer online courses for:

- 1) **Remediation**: provided by a subject certified teacher or under the supervision of one.
- 2) **Credit accrual**: for math and science only provided by a subject certified teacher.
- 3) **Credit recovery**: provided by a subject certified teacher or under the supervision of one.

There are many online curriculum systems. Some supply a subject certified teacher as part of their service. Some provide curriculum only. It is the technology center's responsibility to follow proper guidelines for the online system used. Most online science courses do not have a lab component and therefore cannot count as a lab science requirement. NCAA specifically indicates that Florida Virtual, Edgenuity, E2020, etc., courses do not count for academic credit for NCAA eligibility. Technology centers should be very careful to observe these guidelines when offering online curriculum.

Other Academic Courses Including Online Science Courses

Academic courses such as English, social studies, and world language may not be taught at a technology center for high school credit with the following exceptions: approved alternative education programs, dropout/credit-recovery programs, Internet-based or distance-learning courses approved by the local school board. Online science courses do not usually include a lab component and cannot be counted to meet the 3 lab sciences requirement for graduation. As always, a SDE regional accreditation officer is the best contact for specific questions regarding high school credit.

Transcripted Business and Industry Endorsements

In 2016, House Bill 3218 became law and states that the local high school shall transcript business and industry recognized endorsements **earned** by CTE students. Technology centers shall notify local high schools when a student has earned such endorsements. A list of approved endorsements can be found at www.okcareer.tech/cac - Use certifications that appear in the A-F column with "Yes." See **Oklahoma CareerTech Certifications Processes** [here](#) (Original – Senate Bill 497 in 2009)

Cooperative Agreements

Community colleges and universities that offer technical college certificates may award college credit for courses taught at technology centers in three (3) ways:

- 1) **Contractual Arrangements**: The college makes a contract with the tech center. The program is overseen by college faculty. After successful completion, it gets transcripted on the student's college transcript.
- 2) **Prior Learning Assessments**: Students take courses at the tech center and pass an approved industry assessment for technical credit in a technical degree. A student must earn 12 resident credits and submit proper documentation to the college, and then it gets transcripted on the student's college transcript.

- 3) **Transfer Credit:** Students complete courses at the tech center and if courses are on statewide approved list, the tech center issues an official transcript and then the student gets immediate college credit for them.

Institutions are allowed to petition for exceptions to policy and the following institutions (as of July 2018) have requested to not require the 12 hours of credit earned at their institution prior to posting PLA credit:

- Cameron University (only for military students)
 - University of Oklahoma
 - Oklahoma State University (OSU)
 - OSU-Oklahoma City
 - Tulsa Community College
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If you have questions or need additional information, contact the following:

- Tommi Leach, Academic Coordinator, tommi.leach@careertech.ok.gov
- Kelly Arrington, State Guidance Coordinator, kelly.arrington@careertech.ok.gov
- Tina Fugate, STEM Specialist, tina.fugate@careertech.ok.gov

Career and Academic Connections/STEM, ODCTE: Updated July, 2018