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## MEMORANDUM

TO: Superintendents, Career Technical Education Center Directors  
FROM: Daniel M. French, Ed.D., Secretary of Education *DMF*  
SUBJECT: A Strong and Healthy Start: Reopening Considerations Specific to Career  
Technical Education  
DATE: September 24, 2020

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### Guidance Rescinded

This guidance was issued/updated September 24, 2020 and is rescinded as of June 16, 2021. It is no longer in effect. Please see [COVID-19 Guidance for Vermont Schools](#) for current guidance related to the COVID-19 pandemic emergency.

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### Purpose

This memorandum serves as additional guidance for supervisory unions and districts (SU/SDs) as they work with career technical education (CTE) centers to coordinate a strong and healthy start to the 2020-2021 school year.

### CTE Centers' Access to Elementary and Secondary School Emergency Relief Fund (ESSER) and Coronavirus Relief Fund (CRF)

SU/SDs that operate a CTE center are reminded that CTE centers are schools within their SU/SD and, as such, are entitled to access ESSER and CRF funds. In planning for the use of ESSER and CRF funds, SU/SDs must ensure that the CTE center receives funding consistent with all other schools within the SU/SD.

### Sending Districts' Obligations to Provide Genuine Access to CTE Programs

High schools are required to ensure access to CTE programs for their students who have been accepted by a CTE center. Detailed information about the legal obligations to provide students with access to CTE can be found in [A Strong and Healthy Start: Access to Career and Technical Education](#).

In keeping with the requirement to provide genuine access to CTE programs, high schools should ensure that student scheduling does not deny CTE students access to courses and opportunities that would be available to them if they did not attend a CTE center (See State Board Rules 2371 8. and 2388 2.). High schools should not give priority to students who do not participate in CTE when making academic class assignments, in keeping with pre-COVID-19 expectations and obligations.

## **Recognition of CTE Program Proficiencies as Meeting High School Graduation Requirements**

Credits and proficiencies earned for a career technical education program shall be applied toward high school graduation proficiency requirements. The credits/ proficiencies earned shall be applied toward school district graduation requirements in a way that maximizes the student's ability to participate in career technical education and graduate with their class (See 16 VSA §1545 and State Board Rule 2388).

### **Adult CTE Programs**

Adult CTE programs are an important part of Vermont's workforce development system and provide courses, certifications and credentials critical to Vermont's economic recovery.

School boards that operate a CTE center are required to:

- a) Employ an assistant director for adult education (See 16 VSA §1541 (c)(4);
- b) Make the center's facilities and equipment available for providing CTE education to adults (See 16 VSA §1541(d)(2)); and
- c) Coordinate the use of the center with the Vermont State Colleges, with other State programs, including licensing, job training, and apprenticeship programs, and other approved institutions, for the provision of postsecondary career technical education programs (See 16 VSA §1541(b)(8)).

CTE centers and their host SU/SDs are thus strongly encouraged to develop systems to allow for in-person Adult CTE courses this fall.