

# Career & Technical Education (CTE)



## CTE Programs

Located in high schools and BOCES, Career and Technical Education programming provides academic and technical instruction in the content areas of agriculture, business and marketing, family and consumer sciences, health sciences, trade and technical education, and/or technology education. CTE programs are comprised of at least three CTE courses (equivalent to three full units of study) and incorporate the Career Development and Occupational Studies (CDOS) Learning Standards. CTE programs that are sequences used to fulfill diploma requirements also include the content of the one-half unit state-developed Career and Financial Management curricular framework.

## CTE Students

CTE students are those enrolled in any NYSED-approved CTE program. These programs are comprised of CTE courses taught by teachers certified in a CTE subject area. New York's 6 subject areas are agriculture, business, family and consumer sciences, health sciences, technology education and trade and technical education. In NYSED-approved programs, students acquire academic and technical skills through hands-on learning.

## CTE Program Intensity

Program intensity is a measure of the student's progression through his or her CTE program. Indicate the Level of Program Intensity reached at the end of the school year being reported. The program intensity should be updated at the end of each school year. Students who are participants or concentrators in any NYSED-approved career and technical education program must be reported with CTE records. The following table offers guidance on how to determine program intensity for NYSED-approved CTE programs at local high schools and those at BOCES or technical high schools:

<b>Program Intensity</b>	<b>Local High School CTE Student</b>	<b>BOCES or Technical High School CTE Student</b>
Participant	...has completed at least one CTE course (equivalent to one full school-year course) in an approved program.	In the case of a BOCES two-year program, equivalent to a full year high school course.
Concentrator	...has completed at least two sequenced CTE courses (equivalent to two full school-year courses) in an approved program.	In the case of a BOCES two-year program, equivalent to two full year high school courses

## Program Service Records

Students generally take their CTE from one or two providers (i.e., their high school and/or BOCES). A single program service record is created if the student is taking CTE in a single location. CTE students enrolled in more than one location during the school year must be reported with a separate record for each program location. For example, two program service records are required for a student enrolled

in one NYSED-approved program in business education in a high school and a second approved program in computer information technology at a BOCES. In this case, both the school district and the BOCES would be reporting program service data to SIRS.

## Beginning & Ending Program Service Records

The beginning date for the Program Service Record is the date the student enrolls in the program in the current school year. In the year the student leaves school, the entire enrollment record will show which Reason for Ending Program Service Code should be used in the final record:

- **646** – Student meets the program provider requirements for program completion
- **663** – Student end the program service without completing the program in the year the student leaves or completes high school
- **Leave Blank** – Student has not completed the CTE program by the end of the reporting year and program completion is still pending

## Who Must Report CTE Students

Beginning in 2019-20, only CTE data for NYSED-approved CTE programs should be reported to the NYSED SIRS. CTE data should be reported by the program provider – the agency that operates the NYSED-approved CTE program. For example, a NYSED-approved, BOCES-operated CTE program should report Program Fact, Student Class Grade Detail, CTE course data (SCED codes), and CTE Technical Skills Assessment data to the SIRS. This change does not remove the need for sharing CTE data between districts and BOCES for other purposes (e.g. the generation of transcripts and awarding of credits). For specific template reporting information, refer to the table below.

### CTE Reporting Entities and Templates

NYSED Approved, BOCES-Operated CTE Program			NYSED Approved, District-Operated CTE Program
<i>SIRS Template</i>	<i>BOCES Reports to SIRS</i>	<i>District (of Responsibility) Reports to SIRS</i>	<i>District Reports to SIRS</i>
CTE Program Fact Data	X		X
Course Instructor Assignment	X		X
Student Class Entry Exit	X		X
Student Class Grade Detail	X		X
Assessment Fact (Technical Skills Assessment)	X		X
Student Lite (Career Pathway Codes, Diploma/Credential information)		X	X