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MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Angie Stallings, Associate Superintendent
Policy and Communication

DATE: August 11-12, 2016

ACTION: R277-914 *Career and Technical Student Organizations* (Continuation and Amendment)

Background:

R277-914 is amended to provide technical and conforming changes. R277-914 is also coming due for its five-year review and continuation filing date of October 27, 2016. Staff has reviewed the rule and determined that the rule continues to be necessary.

Board Strategic Plan:

This item supports the following imperative and strategies in the Board's Strategic Plan: Oversight - Monitor, review, and provide general supervision to all public education institutions and other entities for which the State Board has responsibility.

Anticipated Action:

It is proposed that the Law and Licensing Committee consider approving R277-914, as continued and amended, on first reading and, if approved by the Committee, the Board consider approving R277-914, as continued and amended, on second reading.

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1 **R277. Education, Administration.**

2 **R277-914. Career and Technical Student Organizations.**

3 **R277-914-[2]1. Authority and Purpose.**

4 [A-](1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3, which allows the Board to make
6 rules to execute the Board's duties and responsibilities under the Utah Constitution
7 and state law;

8 (b) Subsection 53A-15-202(1), which directs the Board to establish minimum
9 standards for career and technical programs in the public education system;

10 (c) Subsection 53A-15-202(3), which directs the Board to cooperate with
11 federal and state governments to administer programs which promote and maintain
12 career and technical education[-]; and

13 (d) Section 53A-1-401[(-)], which allows the Board to [adopt]make rules [in
14 accordance with its responsibilities]to execute the Board's duties and responsibilities
15 under the Utah Constitution and state law.

16 [B-](2) The purpose of this rule is to:

17 (a) make [~~CTSOs~~]Career and technical student organizations fiscally
18 accountable to the Board; and

19 (b) [~~to~~]provide procedures and supervision toward that end.

20 **R277-914-[4]2. Definitions.**

21 [A. "~~Board~~" means the Utah State Board of Education.]

22 [B-](1) "Career and technical education" or [{"CTE"}] means organized
23 educational programs [~~which prepare individuals for college and careers in~~
24 ~~occupations where entry requirements generally do not require an advanced degree.~~
25 ~~These programs provide all students access to high school college and career~~
26 ~~Pathways, driven by a student education occupation plan (SEOP), through rigorous~~
27 ~~technical, academic, and employability instruction, culminating in essential life skills,~~
28 ~~certified occupational skills, employment and continued post-secondary education.]~~

29 that:

30 (a) prepare individuals for a wide range of high-skill, high-demand careers;

31 (b) provide students with a seamless education system from public education

32 to post-secondary education, driven by a Plan for College and Career Readiness;
33 and

34 (c) provide students competency-based instruction, hands-one experiences,
35 and certified occupational skills, culminating in further education and meaningful
36 employment.

37 (2) [A]"CTE areas of study" include:

38 (a) agriculture;

39 (b) business;

40 (c) family and consumer sciences;

41 (d) health science;

42 (e) information technology;

43 (f) marketing;

44 (g) skilled and technical sciences; and

45 (h) technology and engineering education.

46 [C-](3) "Career and technical student organization" or [{"CTSO"}]" means a
47 designated student organization that:

48 (a) plac[ing]es emphasis on leadership and skill development;

49 (b) [~~these organizations are~~]is integral to the career and technical programs
50 at the secondary[~~f~~] and postsecondary levels of instruction[-]; and

51 (c) [~~Organizations have~~]has local, state and national affiliation.

52 [D-](4)(a) "CTSO advisor[s]" means a professional[s] in identified program
53 areas designated by [~~USOE CTE staff~~]the Superintendent to direct a career and
54 technical student leadership organization[s] statewide.

55 (b) [~~The~~]A CTSO advisor is most commonly a teacher in the program area
56 and is paid a stipend by the [~~USOE~~]Superintendent to administer and advise in a
57 specific program area.

58 [E- "One percent (1%) fiscal accounts" means one percent (1%) of the CTE
59 add-on fund designated to be used for the management and operation of CTSOs at
60 the state and local level. The funds designated for management of student
61 organizations at the state level are dispersed by the designated state fiscal agent for
62 CTSOs through separate accounts for salaries, operating expenses and national
63 conference travel.]

64 ~~[F.]~~ “Program specialist” means a CTE specialist, typically a licensed
65 educator, who has been assigned to work with a particular curriculum area.
66 Examples are agriculture, business education, and health science.]
67 ~~[G.]~~ “USOE” means the Utah State Office of Education.]

68 **R277-914-3. Student Organization Advisory Boards.**

69 ~~[A.]~~(1) Each student organization designated by the ~~[USOE State Director for~~
70 ~~CTE]~~Superintendent shall establish a statewide advisory board of not less than three
71 members, one of which must be the ~~[USOE program specialist]~~Superintendent.

72 ~~[B.]~~(2) Each program area CTSO shall develop and follow organization by-
73 laws.

74 ~~[C.]~~(3) Each CTSO advisory board shall have advisory fiscal oversight for the
75 organization.

76 ~~[D.]~~(4) Each CTSO advisory board shall conduct an annual performance
77 evaluation of the work performed by the respective CTSO advisor.

78 **R277-914-4. Fiscal Oversight of Student Organizations.**

79 ~~[A.]~~(1) ~~[The]~~A CTSO advisory board~~[s]~~ shall act consistent with fiscal
80 procedures provided by the ~~[USOE State Director for CTE or the State Director's~~
81 ~~designee]~~Superintendent.

82 ~~[B.]~~(2) ~~[Each]~~A CTSO advisory board shall submit all required financial
83 records for auditing on a schedule established by the ~~[State Director for~~
84 ~~CTE]~~Superintendent.

85 ~~[C.]~~(3) If requested by the Superintendent or the Board, ~~[Individual]~~a CTSO's
86 financial records shall be submitted for auditing whenever there is a change in the
87 CTSO advisor~~[- if requested by the State Director for CTE].~~

88 ~~[D.]~~(4)(a) The ~~[State Director for CTE]~~Superintendent shall designate a
89 school district or institution to act as the fiscal agent for ~~[the]~~a CTSO's
90 fiscal account~~[s]~~.

91 ~~[E.]~~(b) The ~~[State Director for CTE or designee]~~Superintendent shall work
92 with the designated fiscal agent to provide oversight and accounting procedures for
93 the CTSO fiscal account~~[s]~~.

94 **KEY: secondary education, career and technical education**
95 **Date of Enactment or Last Substantive Amendment: [~~December 8, 2011~~]2016**
96 **Notice of Continuation: [~~October 27, 2011~~]2016**
97 **Authorizing, Implemented, or Interpreted Law: 53A-15-202(1); 53A-15-202 (3);**
98 **53A-1-401(3)**