

## KENTUCKY DEPARTMENT OF EDUCATION STAFF NOTE

**Topic:** Approval of Amendments to 705 KAR 4:041, Work-Based Learning Program Standards

**Date:** August 2022

**Action Requested:**    Review    Action/Consent    Action/Discussion

**Held In:**    Full Board    Curriculum, Instruction and Assessment    Operations

### SUMMARY OF ISSUE BEFORE THE BOARD:

To take action on proposed amendments to 705 KAR 4:041, Work-based learning program standards.

### COMMISSIONER'S RECOMMENDATION:

The Commissioner recommends approval of these amendments to this administrative regulation and its document incorporated by reference (Kentucky Work-Based Learning Manual). This regulation and manual establish criteria and legal requirements for work-based learning implementation by state-operated Area Technology Centers (ATCs) and local school districts.

### APPLICABLE STATUTE OR REGULATION:

KRS 156.070(1), 156.802, 158.810(4)  
705 KAR 4:231, Section 5

### BACKGROUND:

#### *Existing Policy:*

The Kentucky Board of Education (KBE) shall have the management and control of the common schools (and all programs operated within these schools), as well as the state-operated ATCs.

#### *Summary of Issue:*

705 KAR 4:231 guides the general program standards for secondary career and technical education programs, which mandates that such programs shall provide opportunities for students to participate in high quality work-based learning experiences related to the career pathway in which they are enrolled. Work-based learning opportunities are a critical component of secondary career pathways. Examples include experiences such as cooperative education, internships, youth/pre-apprenticeships, job shadowing, mentoring, and even school-based enterprises. Work-based learning engages students in real-life occupational experiences and provides students with the opportunity to engage and interact with employers, while learning to demonstrate essential employability and technical skills necessary for today's workforce.

Amendments to 705 KAR 4:041 may be summarized as the following:

- Technical Edits (updates/aligns proper statutory authority)
- Section 1 (inserts clarifying language and new definitions)
- Section 2 (clarifies intent for co-op eligibility, clarifies requirements for plan/agreement, creates flexibility for work-site supervisory role)
- Section 4 (creates new section to insert and update former language from Section 3)

- Section 5 (updates document incorporated by reference, updates agency information)

Amendments to Kentucky Work-Based Learning Manual may be summarized as the following:

- New Cover Page
- New Title for Chapter 1
- Removal of All Sample Forms and Resources
- Clarifying and Technical Amendments Throughout All Chapters

*Budget Impact:*

Amendments to this administrative regulation have no impact on KDE funds.

**GROUPS CONSULTED AND BRIEF SUMMARY OF RESPONSES:**

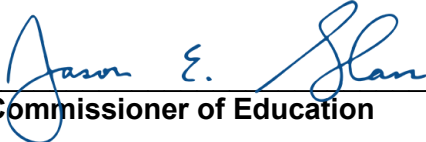
The proposed amendments to this regulation were developed in collaboration with a committee consisting of the following stakeholder groups:

- CTE Teachers
- CTE Principals
- District Work-Based Learning Coordinator
- Employer/Human Resources Representative
- Kentucky Education and Labor Cabinet
- Kentucky Office of Apprenticeship

The amendments were also reviewed and approved by leadership within the Office of Career and Technical Education (OCTE), as well as staff within the Office of Legal Services. Additionally, the Local Superintendents Advisory Council (LSAC) will review the revised regulation at its July 26 meeting. Comments from this group should be received prior to the August KBE meeting.

**CONTACT PERSON(S):**

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**Commissioner of Education**

Category: <input type="checkbox"/> Educator Workforce Diversity <input type="checkbox"/> Portrait of a Graduate Partnerships <input type="checkbox"/> Racial Equity Commitment <input type="checkbox"/> Student-Centered Accountability System <input type="checkbox"/> Early Childhood <input checked="" type="checkbox"/> District Support
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