| **Virginia Board of Education Agenda Item** | **Seal of the Commonwealth of Virginia** |
| --- | --- |

# Agenda Item: H

## Date: May 7, 2020

### Title: Final Review of Emergency Career and Technical Education Work-Based Learning Guidelines for Internship and Cooperative Education Experiences due to COVID-19

#### Presenter: George R. Willcox, Director of CTE, Operations and Accountability

####  Sharon Acuff, Specialist, Marketing and Related Clusters

#### Email:  George.Willcox@doe.virginia.gov Phone: 804-225-2052

## Purpose of Presentation:

Action required by state or federal law or regulation.

Executive Summary:
Under Governor Northam’s Executive Order 53, all schools will remain closed through the end of the 2019-2020 school year. The Virginia Department of Education (VDOE) has issued guidance to help divisions execute plans to provide for continuity in learning, while ensuring students are served equitably, regardless of income level, access to technology, English learner status, or special needs. The VDOE continues to work with the Virginia Board of Education to provide flexibility to school divisions in awarding credits to students through waivers of regulations allowable for agency heads under Governor Northam’s Emergency Declaration Fifty-One (2020) and emergency guidelines adopted by the Board.

Recognizing that the extended closure impacts students that were enrolled in a cooperative education experience, the Board of Education needs to revise the current [*Career and Technical Education Work-Based Learning Guide*](http://www.doe.virginia.gov/instruction/career_technical/work-based_learning/wbl_learning_guide.pdf)to provide flexibility to students and local school divisions for internship and cooperative education experiences. These emergency guidelines are meant to supplement the [*Career and Technical Education Work-Based Learning Guide*](http://www.doe.virginia.gov/instruction/career_technical/work-based_learning/wbl_learning_guide.pdf)that are in effect until June 30, 2020. The revised [*Career and Technical Education Work-Based Learning Guide*](http://cteresource.org/verso/files/career-and-technical-education-work-based-learning-guide-233/WBL-Guide_2019.pdf), approved by the Board in November 2019, will go into effect on July 1, 2020.

Under the current [*Guide*](http://www.doe.virginia.gov/instruction/career_technical/work-based_learning/wbl_learning_guide.pdf), any student enrolled in a cooperative education experience or internship must meet a 280 hour requirement to earn a standard unit of credit. For students enrolled in a cooperative education experience or internship for the 2019-2020 school year only, the 280 hour requirement for cooperative education and internships is reduced to 140 hours to earn a standard unit of credit.

School divisions must award standard credit for high school credit-bearing courses by ensuring that the student has demonstrated mastery in a majority of the standards, competencies, and objectives, including those that are essential for success in subsequent coursework. This process must be based on the [*Emergency Guidelines for Local Alternatives to Awarding Standard Units of Credit*](http://www.doe.virginia.gov/support/health_medical/covid-19/emergency-guidelines-140-clock-hours-final.docx), approved by the Board on April 2, 2020.

In November 2019, the *Career and Technical Education Work-Based Learning Guide* was revised to recognize eleven work-based learning (WBL) experiences. Implementation of the revised *Guide* will begin on July 1, 2020. In those revisions, time requirements were standardized to allow more students to undertake and complete such experiences within a reasonable time frame without sacrificing rigor. Those revisions allow a student completing 280 hours of cooperative education, internship, or apprenticeship to earn one credit, while completing 140 hours of mentorship would allow students to earn half a credit, toward graduation in addition to any credit earned through the associated CTE course.

## Action Requested:

Final review: Action requested at this meeting.

## Superintendent’s Recommendation:

The Superintendent of Public Instruction recommends the Board of Education approve the *Emergency Career and Technical Education Work-Based Learning Guidelines for Internship and Cooperative Education Experiences* due to COVID-19 for immediate implementation.

## Rationale for Action:

Due to the school closure and COVID-19, Board action is required to provide students and local school divisions flexibility by reducing the hour requirement from 280 to 140 hours in awarding standard units of credit for internship and cooperative education experiences.

## Previous Review or Action:

No previous review or action.

Background Information and Statutory Authority:

* Governor Northam’s Executive Order 53 - [Temporary Restrictions on Restaurants, Recreational, Entertainment, Gatherings, Non-Essential Retail Business, and Closure of K-12 Schools Due to Novel Coronavirus (COVID-12)](https://www.governor.virginia.gov/media/governorvirginiagov/executive-actions/EO-53-Temporary-Restrictions-Due-To-Novel-Coronavirus-%28COVID-19%29.pdf)
* [Virginia Acts of Assembly – Chapter 143 (2019 Session) [HB2018]/[SB1434]](http://leg1.state.va.us/cgi-bin/legp504.exe?191%2Bful%2BCHAP0143%2Bpdf) - *An Act to require the Board of Education to review and revise its Career and Technical Education Work-Based Learning Guide.*
* [Virginia Acts of Assembly – Chapter 750 (2016 Reconvened Session) [HB895] [SB336]](http://lis.virginia.gov/cgi-bin/legp604.exe?161%2Bful%2BCHAP0750%2Bpdf) *- An Act to amend and reenact §§ 22.1-129.1, 22.1-199.4, 22.1-209.1:3, 22.1-227.1, 22.1-253.13:3, and 22.1-253.13:4 of the Code of Virginia, relating to the Board of Education; high school graduation requirements.*
* [Va. Code Ann. § 22.1-227.1. (2019).](https://law.lis.virginia.gov/vacode/22.1-227.1/) *- Career and technical education.*
* *The Regulations Establishing Standards of Accrediting Public Schools in Virginia,* [8VAC20-131-140.](https://law.lis.virginia.gov/admincode/title8/agency20/chapter131/section140/) College and Career Readiness; Career Exposure, Exploration, and Planning; and Opportunities for Postsecondary Credit.
* *The Regulations Establishing Standards of Accrediting Public Schools in Virginia,*[*8 VAC20-131-50.,*](https://law.lis.virginia.gov/admincode/title8/agency20/chapter131/section50/) *Requirements for Graduation (Effective for the Students Entering Ninth Grade Prior to the 2018-2019 School Year).*
* *The Regulations Establishing Standards of Accrediting Public Schools in Virginia*,
[8 VAC20-131-51.,](https://law.lis.virginia.gov/admincode/title8/agency20/chapter131/section51/) Requirements for Graduation (Effective with the Students Who Enter the Ninth Grade in the 2018-2019 School Year).
* *The Regulations Establishing Standards of Accrediting Public Schools in Virginia*, [8VAC20-131-100.](https://law.lis.virginia.gov/admincode/title8/agency20/chapter131/section100/) Instructional Program in Secondary Schools.
* [Guidance Document Governing Certain Provisions of the *Regulations Establishing Standards for Accrediting Public Schools in Virginia* (8VAC20-131)](http://www.doe.virginia.gov/boe/accreditation/soa-guidance-document.docx)
* [2017 Standards of Accreditation: Graduation Requirements (Class of 2022)](http://www.doe.virginia.gov/boe/accreditation/2017-grad-req.shtml)

Timetable for Further Review/Action:
Upon Board approval, and any technical or editorial edits by Department staff, the *Emergency Guidelines* will be posted to Town Hall and on the Virginia Department of Education COVID-19 website for immediate implementation.

## Impact on Fiscal and Human Resources:

There will not be any costs association with implementation of the *Emergency Guidelines*.

Attachment A

Virginia Board of Education

**Emergency Career and Technical Education Work-Based Learning Guidelines for Internship and Cooperative Education Experiences**

On March 23, 2020, Governor Ralph Northam ordered that all K-12 schools close for the remainder of the 2019-2020 academic year in an effort to control the spread of COVID-19. This announcement was an extension of the earlier closure order issued by Governor Northam on March 13, 2020. Recognizing that the extended closure impacts students that were enrolled in a cooperative education experience, the Board of Education has put forth the *Emergency Career and Technical Education Work-Based Learning Guidelines for Cooperative Education Experience*s. These emergency guidelines are meant to supplement the [*Career and Technical Education Work-Based Learning Guide*](http://www.doe.virginia.gov/instruction/career_technical/work-based_learning/wbl_learning_guide.pdf)that is in effect until June 30, 2020. The revised [*Career and Technical Education Work-Based Learning Guide*](http://cteresource.org/verso/files/career-and-technical-education-work-based-learning-guide-233/WBL-Guide_2019.pdf), approved by the Board in November 2019, will go into effect on July 1, 2020.

Under the current [*Guide*](http://www.doe.virginia.gov/instruction/career_technical/work-based_learning/wbl_learning_guide.pdf), any student enrolled in a cooperative education experience or internship must meet a 280 hour requirement to earn a standard unit of credit. For students enrolled in a cooperative education experience or internship for the 2019-2020 school year only, the 280 hour requirement for cooperative education and internships is reduced to 140 hours to earn a standard unit of credit.

School divisions must award standard credit for high school credit-bearing courses by ensuring that the student has demonstrated mastery in a majority of the standards, competencies, and objectives, including those that are essential for success in subsequent coursework. This process must be based on the [*Emergency Guidelines for Local Alternatives to Awarding Standard Units of Credit*](http://www.doe.virginia.gov/support/health_medical/covid-19/emergency-guidelines-140-clock-hours-final.docx), approved by the Board on April 2, 2020.