



Office of CTE Bi-Weekly Update August 26, 2021

This update is provided by the Indiana Office of Career and Technical Education, housed under the Governor's Workforce Cabinet. The bi-weekly update is the primary way the Office of CTE shares information related to career and technical education with the entire CTE community.

We welcome your support in encouraging anyone who would benefit from the information to join our listserv. Individuals can [sign up here](#). If you are no longer interested in receiving these updates, a link to unsubscribe can be found at the end of this update. Questions can be directed to CTE@gov.IN.gov.

Covid-19 Recommendations and Reminders

As schools continue to encounter challenges brought on by COVID-19, we have shared a few reminders from previous guidance and new information based on recent developments.

Virtual Course Policies: The only virtual and online CTE courses that are eligible for funding are those that have been approved for 100% virtual or online courses through a postsecondary institution. The Office of CTE released guidance for online and virtual courses in July of 2020 to address challenges brought on by the COVID-19 pandemic. Those policies remain in place for the 2021-2022 school year. The policy document can be found [here](#) and contains a definition of in-person, hybrid (blended), virtual, and online courses. The document also includes a course list that details the requirements for hands-on instruction for courses being offered in a hybrid (blended) model. Courses on the list that are highlighted in yellow are available to be offered 100% virtually. Because using NLPS courses is optional for this school year, NLPS courses may not be offered 100% virtually or online.

The policies detailed above do not apply to short-term closures/remote learning or to individuals that are joining courses virtually while they are quarantining.

CNA Clinicals: Ivy Tech has released a letter regarding their CNA program and vaccination requirements. The letter points out that students who cannot complete clinicals because they do not meet the vaccination requirements of the clinical placement site will not receive credit from ITCC. Even if a student has an approved exemption, facilities may not allow them to participate in clinicals. This would result in a student being unable to receive credit from ITCC.

Many healthcare facilities across the country are now requiring employees to be vaccinated and long-term care facilities will soon be operating under federal mandates to require all employees, including students, to be vaccinated. Because of these requirements, students participating in CNA or other Health Science programs are strongly encouraged to get the vaccination if they have not already done so. Secondary schools offering CNA programs may opt to allow the student to earn high school credit toward concentrator status without the clinical hours. This option would exclude students from being eligible to sit for the state exam.

WBL and Vaccine Requirements: Students are expected to meet employer’s vaccination requirements for WBL placements. Unlike last year, students should not be awarded credit for the WBL Capstone Course or Cooperative Education without a WBL placement.

Industry Certifications

Graduation Pathways Eligible Certifications: The **2021-2022 Grad Pathways Eligible Certifications List is now available and can be found [here](#)**. Individuals looking to check whether a certification qualifies for Graduation Pathways should consult this list. The Department of Workforce Development and Department of Education worked in collaboration with the Office of CTE to consolidate the [2019-2020 Grad Pathways eligible certifications](#) and the [Addendum list](#) developed last year into this single list of certifications. A few of the certifications are designated with a red **YES***. These certifications will count toward Graduation Pathways for the 21-22 school year. However, these certifications have since been removed from the Promoted Certification List or do not meet the criteria that is currently being finalized and likely will not be approved for Graduation Pathways for the 2022-2023 school year.

As a reminder, state agencies are close to finalizing criteria for the 22-23 list. Once the criteria are complete, all of the certifications on the Promoted Certification List will be reviewed to determine which certifications will count for Graduation Pathways for the 22-23 school year. The list is anticipated to be completed and released in October.

IACTE Fall Conference / New and Newer Conference

Registration is now open for the Indiana Association of Career and Technical Education (IACTE) Fall Conference taking place on September 23-25 in Indianapolis. Information about the conference and a registration link can be found [here](#). Registrants can attend in-person or virtually. Office of CTE staff will facilitate sessions at the conference on Next Level Programs of Study and Equity in the CTE Classroom.

The first day of the conference will once again be designed for CTE teachers who are new or with limited experience. The day will be facilitated by Office of CTE staff and include sessions designed to explore the ACTE Program of Study Quality Framework. An agenda for the “New and Newer” day can be found [here](#).

Employer Connector Tool Student Release Forms

Last month, the Governor’s Workforce Cabinet launched a new tool that allows employers to more easily connect with CTE students who are looking for employment opportunities. [The new tool](#) allows employers to connect with students by requesting their contact information through an online form that is received by Office of CTE staff. Employers can request information for students who have obtained CTE concentrator status and the tool allows them to focus on any particular program that is of interest to the employer. Comments or questions regarding the tool can be directed to SRourke@gov.IN.gov.

Office of CTE staff have begun fielding requests from employers utilizing the tool. **As a reminder, students can only be connected with employers if they have completed a CTE Student Release Form.** The form can be found at the following links: [English version](#), [Spanish version](#). While the form is entirely optional, schools are encouraged to ensure students are aware of this opportunity and to make the form easily accessible to students participating in CTE. Students should be assured that their information will only be shared with legitimate Indiana employers who are seeking to provide information about available career opportunities.

Fall InTERS Training

Fall trainings have begun for the state’s comprehensive data management system, InTERS. An in-person training was facilitated by Office of CTE staff earlier this week and additional trainings, including a virtual webinar, are being held over the next couple of weeks. To view the information on available trainings and to register, [click here](#). These trainings provide key information for anyone who assists with importing or entering school data. Questions regarding the trainings can be directed to [Jedd Vance](#).

August Governor’s Workforce Cabinet Meeting

The Governor’s Workforce Cabinet held their latest meeting this past Thursday, August 19. The meeting was attended by Governor Holcomb and included several key updates from state leaders about current work within the education and workforce arena. This included an update on the Cabinet’s ongoing efforts to improve the consistency, intentionality, and quality of Indiana’s career and technical education system through the NLPS CTE redesign. To view a recording of the meeting, [click here](#). For the meeting presentation, [click here](#).

Relevant Information from Previous Updates:

Next Level Programs of Study

NLPS Misconceptions: Office of CTE staff have been receiving a variety of questions regarding Next Level Programs of Study throughout the beginning weeks of the school year. Clarifying information regarding a few common misconceptions is shared below:

Misconception #1: NLPS courses aren’t official and can’t be used for the 2021-22 school year: While it is true that NLPS courses are not included in the Department of Education’s Course Titles and Descriptions (CTD) for the 2021-22 school year, the courses are available and will be funded for this school year. Last

fall the GWC/OCTE agreed with State Board of Education staff and leadership that NLPS courses would be available to schools on an opt-in basis during this school year. The courses will be added to the 2022-2023 CTD and all of the information that you need to implement the courses in 21-22 is provided on our [website](#), including course framework information, competencies, dual credit, funding, and assignment codes.

Misconception #2: NLPS courses may only be taken one course at a time: All required prerequisites in the NLPS courses may be enrolled in as corequisites. This allows students to enroll in up to six credits in a pathway at one time. This could be the Principles, Concentrator A, and Concentrator B course, Concentrator B plus 4 credits of the Pathway Capstone course, or a variety of other combinations.

Misconception #3: Principles courses and Introductory courses are the same and interchangeable: There may be some overlap in content depending on the pathway, but the two types of courses have different purposes. The biggest difference between the Principles courses and Introductory courses is that the Principles course is usually aligned to postsecondary dual credit courses required for a credential. Another way to consider the difference is that Introductory courses are generally geared toward exploring an entire career cluster, where the Principles course is focused on foundational knowledge and skills that are needed for a specific pathway or a group of pathways. As a reminder, Introductory courses are not a required prerequisite for a student to take a Principles course.

NLPS Frequently Asked Questions: In addition to the information above, the [NLPS Frequently Asked Questions document](#) first released last February answers many of the most common NLPS related questions. The document has been kept updated and addresses questions regarding:

- Transitioning to NLPS courses,
- NLPS course sequence and student progression,
- Capstone Course Information,
- Teacher Qualifications,
- Funding, and
- Dual Credit

Individuals are highly encouraged to check the FAQ document before contacting our office to avoid unnecessary delays waiting for a response.

Technical Skills Development Course: Many of you have reached out with questions about the Technical Skills Development (TSD) Course. The TSD course is designed as a complementary course to a Concentrator A and/or Concentrator B course to provide additional lab time or hands-on skill development or to provide time for participation in WBL experiences. In order to use the TSD course, a student must be concurrently enrolled in either a Concentrator A and/or Concentrator B course. Schools should use course code 7156 to enroll students in TSD. TSD will be funded at \$300, the same rate as an Introductory course.

NLPS Course Grades: One of our most commonly received questions about NLPS courses is how to award grades for the individual courses when students are enrolled in a 2- or 3-hour training session where multiple courses are being taught. This is a challenge because in the past students would have to be enrolled in both or all three courses for both semesters. One option is to essentially continue what you have been doing for Level I and Level II courses and issue a program grade. The drawback to this

option is that the grade does not directly align to the course content, and it may be necessary to make grade changes at the end of the semester or year.

A second option is to take advantage of the opportunity to enroll students in the NLPS courses as a program (as discussed in the previous update). As long as a school enrolls students in the same number of credits in both the first and second semester (or each trimester), this option allows a school the opportunity to enroll students in both credits of a course in a single semester. Being able to do so will ensure enrollments better align to the content that is actually being taught. This should help when awarding grades at the end of a term. For example, a school may enroll a student in Principles of Welding for 2 credits along with 1 credit of Shielded Metal Arc Welding in the first semester and enroll in the second credit of Shielded Metal Arc Welding along with 2 credits of Gas Welding Processes in the second semester. **Please note that this rule only applies to NLPS courses and may not be used with current courses.**

Non-Standard Licensure Waivers

The Office of CTE is accepting Nonstandard Licensure Waivers through **August 30**. The deadline is designed for late resignations or emergency situations that may arise. If approved, Nonstandard Licensure Waivers allow a **currently licensed** teacher to teach a course outside of their licensed area. Approval of licensure waivers is based on the teacher's education, work experience, and the potential for full licensure. Licensure waivers may need to be renewed on an annual basis and may be conditional on progress toward full licensure, completing training, earning relevant certifications, and/or participation in related externships.

We are asking that you submit non-standard waivers directly into InTERS. You are able to enter waivers for your school if you have an InTERS login through the lists page in the CTE personality. Select Waivers from the list menu. Select Add to take you to the data entry screens. For a licensure waiver the general and licensure tabs must be completed. If you do not have an InTERS login please contact your area CTE director about submitting the waivers. While we would appreciate your help in using the InTERS system to submit waivers, the MS Word Waiver Forms submitted via email will continue to be accepted.