

# CO-OP REGULATIONS

## KENTUCKY DEPARTMENT OF EDUCATION

### TITLE 705, CHAPTER 4 – INSTRUCTIONAL PROGRAMS

#### CHAPTER 4 INSTRUCTIONAL PROGRAMS

- 041. Cooperative program standards.
- 081. FFA Leadership Training Center.
- 231. General program standards for secondary career and technical education programs.
- 240. School to careers.

#### 705 KAR 4:041. Cooperative program standards.

RELATES TO: KRS 151B.025, 156.029(7)

STATUTORY AUTHORITY: KRS 151B.025(5), 156.029(7), 156.070(1)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 151B.025(5) requires the Kentucky Board of Education to establish program standards for secondary area vocational education and technology centers. This administrative regulation establishes program standards for cooperative vocational education in area vocational education and technology centers and local school districts.

Section 1. Cooperative vocational education shall meet the following minimum requirements:

- (1) To participate in cooperative vocational education, a student shall be at least sixteen (16) years of age.
  - (a) A student who is under eighteen (18) shall secure a verification of age issued by the local superintendent of schools.
  - (b) A student who is between age eighteen (18) to twenty-one (21) shall have a certificate of age on file with the employer.
- (2) A student shall have:
  - (a) Successfully completed the basic vocational skills prerequisites required by the preparatory program he is pursuing; and
  - (b) Gained sufficient knowledge and skills necessary for success in a cooperative education program.
- (3) A student shall be enrolled in a related preparatory educational subject within the school year.
- (4) The cooperative education program shall be an integral part of the school's program of studies and be described in the school catalog.

(5) A student may receive academic credit on an hour-for-hour-basis equivalent to a Carnegie Unit only for work experience directly related to the student's individual graduation plan and approvable under the Program of Studies for Kentucky Schools, 704 KAR 3:303.

(6) A student shall receive a salary for the work experience phase of instruction in accordance with local, state, and federal minimum wage requirements.

(7) The school shall arrange and coordinate with the employer for on-the-job training. A training agreement by the school, student, parent, and employer shall be placed on file with the school.

(8) A student shall be excused from school attendance only for the purpose of participating in an approved cooperative education program activity.

(9) The program shall include an evaluation component to assess the effectiveness of the program in assisting students in the achievement of their educational and career goals.

(10) The student shall spend a minimum of ten (10) clock hours per week in a salaried position which provides work experience directly related to the student's career goals as identified in his individual graduation plan.

(11) The school shall provide work site supervision of the student by a certified teacher-coordinator on a regular basis throughout the period of time a student is participating in the cooperative education program. (20 Ky.R. 3388; eff. 8-4-94; Am. 27 Ky.R. 864; 1260; eff. 11-17-2000.)

## DEPARTMENT FOR TECHNICAL EDUCATION

### TITLE 780, CHAPTER 4 – INSTRUCTIONAL PROGRAMS

#### CHAPTER 4 INSTRUCTIONAL PROGRAMS

- 010. General standards.
- 030. Standards for secondary programs.

#### 780 KAR 4:010. General standards.

RELATES TO: KRS 151B.025(3), (6), 151B.145, 20 USC 2391 through 2415, EO 2000-990

STATUTORY AUTHORITY: KRS 151B.025(3), (6), 151B.145, EO 2000-990

NECESSITY, FUNCTION, AND CONFORMITY: KRS 151B.145 accepts the federal laws relating to vocational education. 20 USC 2391 through 2415 establish the general provisions for receipt of federal funds for vocational and technical education activities. EO 2000-990 authorizes the commissioner to implement the federal programs accepted by KRS 151B.145 and to promulgate necessary administrative regulations. KRS 151B.025(3) and (6) establishes program standard responsibilities for secondary vocational-technical programs. This administrative regulation establishes the broad, general standards for all vocational-technical education programs to qualify for federal funding.

Section 5. The vocational-technical program of instruction shall coordinate classroom instruction with field, laboratory, cooperative work, or other work-based experience which:

- (1) Is appropriate to the objectives of instruction;
- (2) Is of sufficient duration to develop competencies necessary for the student to achieve those objectives; and
- (3) Is supervised, directed, or coordinated by persons qualified as determined by the State Board for Adult and Technical Education in cooperation with the Kentucky Board of Education.

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