

Roles and Responsibilities within the Career and Technical Education (CTE) Proposal

This represents initial thinking on roles within the proposed CTE Board of Cooperative Educational Services (BOCES) structure. The AOE is currently engaging stakeholders to help inform the delineation of roles and responsibilities. The proposal assumes a state-created BOCES inclusive of all sending districts, that maintains all current CTE centers, and a 2-year transition period to finalize specifics of the shift.

Roles and Responsibilities	
AOE	<p>The AOE remains responsible for state-level oversight of CTE, strengthening program quality, improving system monitoring, and ensuring equity of CTE access. Responsibilities include:</p> <ul style="list-style-type: none"> • Monitoring and compliance related to federal and state requirements and funding • Conducting site visits to CTE centers • Coordinating state-led professional development and technical assistance • Providing curriculum development support and credential mapping • Completing required data management and analysis • Coordination with postsecondary and workforce partners, as appropriate
CTE BOCES	<p>The role of the BOCES is to oversee and coordinate the delivery of CTE in the state, through CTE programs offered at the CTE centers statewide, as well as additional CTE coursework and career exploration at high schools and middle schools. Responsibilities of the BOCES Executive Director and staff include:</p> <ul style="list-style-type: none"> • Distributing funding to CTE centers, working with CTE center directors to develop center budgets as components of the overall BOCES budget • Enacting policies for enrollment/admissions, student information systems/data, CTE center calendars, CTE teacher compensation, system-wide professional development, curriculum development, teacher preparation and induction/mentoring. • Developing career exploration materials, training and support for expansion into middle school, and supported expanded high school access • Managing centralized systems for contracting, human relations, finance, payroll, benefits, and related functions

Roles and Responsibilities	
	<ul style="list-style-type: none"> • Coordinating facility use agreements with SU/SDs for CTE centers, other shared facility spaces, maintenance and operations • Creating a coordinated Perkins Plan, including the Community Local Needs Assessment (CLNA), in consultation with centers • Coordinating student academic support across centers • Ensuring consistent and high-quality program implementation • Coordinating transportation with sending districts • Partnering with state and local workforce development officials, boards, and employers to balance program offerings statewide with workforce needs <p>CTE BOCES will have a governing board that:</p> <ul style="list-style-type: none"> ○ Hires and evaluates the BOCES Executive Director ○ Advises on BOCES policies, CTE program offerings, and provides financial oversight ○ Could include representation from the five new districts, Vermont Department of Labor, State Workforce Board, AOE and other stakeholders as appropriate
CTE Centers	<p>CTE centers will continue to be led by site-based directors:</p> <ul style="list-style-type: none"> • Overseeing all center programs and service delivery for students • Overseeing all center-based staff • Managing center budgets and personnel • Contributing to the coordinated Perkins Plan • Managing local partnerships and opportunities for students • Coordinating transportation with the BOCES
Sending Districts	<p>Local districts will retain CTE students as students of record. Sending district responsibilities include:</p> <ul style="list-style-type: none"> • Providing counseling services, coordinating special education and English language services, providing access to extracurriculars/athletics, and granting high school diplomas • Working with the BOCES to coordinate transportation of students