

**R277. Education, Administration.**

**R277-914. Career and Technical Student Organizations.**

**R277-914-1. Authority and Purpose.**

(1) This rule is authorized by:

(a) Utah Constitution Article X, Section 3, which allows the Board to make rules to execute the Board's duties and responsibilities under the Utah Constitution and state law;

(b) Subsection 53E-3-507(1), which directs the Board to establish minimum standards for career and technical programs in the public education system;

(c) Subsection 53E-3-507(3), which directs the Board to cooperate with federal and state governments to administer programs which promote and maintain career and technical education; and

(d) Subsection 53E-3-401(4), which allows the Board to make rules to execute the Board's duties and responsibilities under the Utah Constitution and state law.

(2) The purpose of this rule is to:

(a) make Career and technical student organizations fiscally accountable to the Board; and

(b) provide procedures and supervision toward that end.

**R277-914-2. Definitions.**

(1) "Career and technical education" or "CTE" means organized educational programs that:

(a) prepare individuals for a wide range of high-skill, high-demand careers;

(b) provide students with a seamless education system from public education to post-secondary education, driven by a Plan for College and Career Readiness; and

(c) provide students competency-based instruction, hands-on experiences, and certified occupational skills, culminating in further education and meaningful employment.

(2) "CTE areas of study" include:

(a) agriculture;

(b) business;

(c) family and consumer sciences;

- (d) health science;
- (e) information technology;
- (f) marketing;
- (g) skilled and technical sciences; and
- (h) technology and engineering education.

(3) "Career and technical student organization" or "CTSO" means a designated student organization that:

- (a) places emphasis on leadership and skill development;
- (b) is integral to the career and technical programs at the secondary and postsecondary levels of instruction; and
- (c) has local, state and national affiliation.

(4)(a) "CTSO advisor" means a professional in identified program areas designated by the Superintendent to direct a career and technical student leadership organization statewide.

(b) A CTSO advisor is most commonly a teacher in the program area and is paid a stipend by the Superintendent to administer and advise in a specific program area.

(5) "Funds designated for management of student organizations at the state level" means up to one percent (1%) of the CTE add-on fund allowed to be used for the management and operation of CTSOs at the state and local level as described in Subsection 53F-2-311(2)(d).

**R277-914-3. Student Organization Advisory Boards.**

(1) Each student organization designated by the Superintendent shall establish a statewide advisory board of not less than three members, one of which must be the Superintendent.

(2) Each program area CTSO shall develop and follow organization by-laws.

(3) Each CTSO advisory board shall have advisory fiscal oversight for the organization.

(4) Each CTSO advisory board shall conduct an annual performance evaluation of the work performed by the respective CTSO advisor.

**R277-914-4. Fiscal Oversight of Student Organizations.**

(1) A CTSO advisory board shall act consistent with fiscal procedures provided by the Superintendent.

(2) A CTSO advisory board shall submit all required financial records for auditing on a schedule established by the Superintendent.

(3) If requested by the Superintendent or the Board, a CTSO's financial records shall be submitted for auditing whenever there is a change in the CTSO advisor.

(4)(a) The Superintendent shall designate a school district or institution to act as the fiscal agent for a CTSO's fiscal account.

(b) The Superintendent shall work with the designated fiscal agent to provide oversight and accounting procedures for the CTSO fiscal account.

(5) The funds designated for management of student organizations at the state level shall be dispersed by the designated state fiscal agent for CTSOs through separate accounts for salaries, operating expenses and national conference travel.

**KEY: secondary education, career and technical education**

**Date of Enactment or Last Substantive Amendment: November 7, 2016**

**Notice of Continuation: September 15, 2016**

**Authorizing, Implemented, or Interpreted Law: 53E-3-507(1); 53E-3-507 (3); 53E-3-401(4)**