

1 **R277. Education, Administration.**

2 **R277-916. College and Career Awareness.**

3 **R277-916-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3, which vests general control and
6 supervision over public education in the Board;

7 (b) Subsection [53E-3-401](#)(4), which allows the Board to make rules to execute
8 the Board's duties and responsibilities under the Utah Constitution and state law;

9 (c) Section [53E-3-507](#), which allows the Board to establish minimum standards
10 for career and technical education programs in the public education system; and

11 (d) Section [53F-2-311](#), which directs the Board to distribute specific funds to
12 LEAs.

13 (2) The purpose of this rule is to establish standards and procedures for LEAs
14 seeking to qualify for College and Career Awareness Program funds administered by
15 the Board.

16 **R277-916-2. Definitions.**

17 (1) "Approved school" means a school approved by the Superintendent through
18 an application process.

19 ~~(1)(2)~~(a) "College and Career Awareness" means a 7th grade or 8th grade core
20 course comprised of activities encouraging students to explore college and career
21 opportunities.

22 (b) "College and Career Awareness" is coordinated with the
23 ~~[Comprehensive]School~~ Counseling ~~[and Guidance]~~program.

24 ~~(2)(3)~~ "Weighted Pupil Unit" or "WPU" means the unit of measure that is
25 computed in accordance with Section [53F-2-~~306~~302](#), for the purpose of determining
26 the costs of a program on a uniform basis for each LEA.

27 ~~(3)(4)~~ "Work-Based Learning" or "WBL" means a continuum of awareness,

28 exploration, preparation, and training activities that combine structured learning and
29 authentic work experiences implemented through industry and education partnerships.

30 **R277-916-3. Disbursement of Funds.**

31 (1)(a) An LEA shall utilize College and Career Awareness funds to purchase
32 and maintain needed student equipment and supplies for the course, subject to the
33 following:

34 (i) LEA expenditures shall be reasonable and necessary to sustain the College
35 and Career Awareness program;

36 (ii) LEA expenditures shall be adequately documented;

37 (iii) an LEA may not use for personnel costs;

38 (~~iii~~iv) an LEA may not use funds to cover the cost of goods and services for
39 teacher personal use, such as teacher equipment, materials, and supplies;

40 (~~iv~~v) an LEA may not use funds for costs associated with:

41 (A) entertainment;

42 (B) amusement;

43 (C) diversion; [~~and~~]

44 (D) social activities; [~~and~~]

45 (E) incentives;

46 (F) marketing materials; or

47 (G) thank you gifts; and

48 (vi) an LEA may only use funds for costs that will directly achieve program
49 outcomes for students.

50 (b) Notwithstanding, Subsection (1)(a), an LEA may use up to 15% of available
51 funds for teachers[;] and counselors[; ~~and administrators~~] to participate in on-going
52 professional development sponsored by the Board.

53 (2) An LEA shall meet all requirements of this [~~R277-916~~]rule in order to receive
54 College and Career Awareness funding.

55 (3) College and Career Awareness funds shall be allocated to an LEA for an
56 approved school using a base amount per school.

57 (4) The Superintendent shall distribute funds remaining after funds are
58 distributed under Subsection (3) to approved schools, based on the prior school year's
59 October 1 grade 7 enrollment. [~~enrollment in grade 7 to approved schools based on the~~
60 ~~prior year's October 1 enrollment report for the previous year.~~]

61 (5) An LEA shall annually complete a funding application with assurances of
62 each school meeting College and Career Awareness standards.

63 (6) The Superintendent shall annually provide training to personnel from each
64 school receiving funds under this Subsection (3).

65 (7) The Superintendent shall allocate continued funding to an LEA based on the
66 LEA's success in meeting established standards.

67 **R277-916-4. Standards.**

68 (1) An LEA may qualify for College and Career Awareness funds consistent with
69 the following:

70 (a) College and Career Awareness [~~program funds may not be used for~~
71 ~~personnel costs~~]standards are implemented in their entirety regardless of LEA
72 scheduling;

73 (b) [~~a school shall teach 180 days of College and Career Awareness as a stand~~
74 ~~alone course with distinct credit, incorporating each element set forth in Subsection~~
75 ~~R277-916-2(1);~~

76 ~~—(c)]~~ College and Career Awareness teachers and counselors shall have
77 appropriate licenses and endorsements;

78 ~~[(d)]~~ a school shall utilize the services of a WBL coordinator, where available, to
79 integrate grade level appropriate WBL activities into College and Career Awareness[-];

80 ~~[(e)]~~ if a WBL coordinator is not available, the College and Career Awareness
81 team shall plan and provide WBL activities;

82 (~~f~~e) a school shall integrate [~~career development applications into the College~~
83 ~~and Career Awareness program and use~~] the services of a school counselor in the
84 program;

85 (~~g~~f) an LEA shall support staff development activities relevant to the core
86 College and Career Awareness content adopted by the Board; and

87 (~~h~~g) a College and Career Awareness [~~personnel~~]team in a school shall fully
88 participate in~~[:]~~ a program evaluation every four years.

89 [~~— (i) evaluating the current program;~~

90 ~~— (ii) recommending changes or modifications; and~~

91 ~~— (iii) pilot testing and implementing new activities, materials, and resources; and~~

92 ~~— (i) College and Career Awareness personnel shall participate in the CTE~~
93 ~~Program Approval evaluation every three years.]~~

94 **KEY: public schools, college and career awareness**

95 **Date of Enactment or Last Substantive Amendment: April 10, 2017**

96 **Notice of Continuation: February 14, 2017**

97 **Authorizing, and Implemented, or Interpreted Law: Art X Sec 3; [53E-3-401\(4\)](#);**

98 **[53E-3-507](#); [53F-2-311](#)**