



Career and Technology Studies/Foundations

Background

Student participation in Career and Technology Studies/Foundations (CTS/CTF) is a valuable learning experience for students in grades 5 to 12. KTCEA offers CTF K-9 to enhance the KTCEA CCC. KTCEA offers CTS 10-12 to enhance the KTCEA CCC.

Guidelines

| # | Procedures | Roles and Responsibilities |
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| 1 | <p>CTF</p> <p>1.1 The CTF program will be offered to grades K to 9 students.</p> <p>1.2 The CTF program offered at the grades 5 to 9 level is to be designed by combining components of courses within and across strands (e.g. career clusters) to enable students to explore and experience a wide range of career options.</p> <p>1.3 The CTF program is offered at the grades K to 4 level to enable students to enhance their learnings within the KTCEA CCC.</p> | Principal Teachers |
| 2 | <p>Senior High CTS</p> <p>2.1 A variety of CTS courses offered at the senior high level are to be designed to provide students the opportunity to investigate potential career choices from introductory courses to advanced courses in career pathways of their choice.</p> <p>2.2 CTS programs will be developed, maintained and provided in a common consistent manner to advance the availability and access in accordance to students' interest.</p> <p>2.3 When students identify a pathway of focus they wish to pursue, KTCEA, where possible may provide all the courses in that pathway which may consist of the following actions:</p> <p>2.3.1 the existing school facilities, equipment, and teaching staff.</p> <p>2.3.2 temporarily moving students and/or staff to a different school / facility.</p> | Superintendent Principal Specialists |

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| | <p>2.3.3 temporarily moving equipment and/or materials to a different school/facility.</p> <p>2.3.4 connect a specialized CTS teacher from one school or facility to that students' school using the KTCEA virtual delivery system or similar.</p> <p>2.3.5 contracting outside instruction to bring their skills and/or equipment and or materials and in case of non-certified instructors KTCEA will assign a certified teacher to work in conjunction with the outside contractor to ensure the TQS and KTCEA CCC standards and evaluations are upheld.</p> <p>2.4 When the Alberta Education program of study does not exist in a CTS area, KTCEA may develop an Locally Developed Course (LDC) or series of LDC's to ensure the interested students have the opportunity to learn.</p> | |
| 3 | <p>CTF/CTS courses will be offered to students in grades 5 to 12 with due consideration of:</p> <p>3.1. KTCEA CCC,</p> <p>3.2. The abilities and interests of the students,</p> <p>3.3. The expertise of the staff,</p> <p>3.4. Financial, material and physical resources within the school, and</p> <p>3.5. Student enrolments.</p> | Principal Teachers |
| 4 | <p>Planning for the offering of career and technology studies courses is to take into consideration student competencies and experiences from previous courses.</p> | Principal Teachers |

Definitions:

Not Applicable

Reference:

Curriculum and Instruction Policy 9

Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with Associate Superintendent Learning Services & Academic Success.