

**TITLE 6            PRIMARY AND SECONDARY EDUCATION**  
**CHAPTER 33       EDUCATIONAL STANDARDS - VOCATIONAL EDUCATION**  
**PART 2            ESTABLISHMENT OF ACADEMIC AND TECHNICAL STANDARDS**

**6.33.2.1            ISSUING AGENCY:** Public Education Department  
[6.33.2.1 NMAC - Rp, 6 NMAC 8.4.1.1, 12/31/09]

**6.33.2.2            SCOPE:** Career and technical education in all public schools, including charter schools, eligible state educational institutions, and eligible state postsecondary institutions.  
[6.33.2.2 NMAC - Rp, 6 NMAC 8.4.1.2, 12/31/09]

**6.33.2.3            STATUTORY AUTHORITY:** Article 12, Section 6. New Mexico State Constitution; Section 21-13-2 NMSA 1978; Section 21-14-2 NMSA 1978; Section 21-16-7 NMSA 1978; Section 22-2-2(B) NMSA 1978; Section 22-13-1.1 NMSA 1978; Section 22-14-2 NMSA; 1978.  
[6.33.2.3 NMAC - Rp, 6 NMAC 8.4.1.3, 12/31/09]

**6.33.2.4            DURATION:** Permanent  
[6.33.2.4 NMAC - Rp, 6 NMAC 8.4.1.4, 12/31/09]

**6.33.2.5            EFFECTIVE DATE:** December 31, 2009, unless a later date is cited at the end of a section.  
[6.33.2.5 NMAC - Rp, 6 NMAC 8.4.1.5, 12/31/09]

**6.33.2.6            OBJECTIVE:**

- A. To establish challenging academic and technical standards with benchmarks and performance standards for students and to assist students in meeting such standards, including preparation for high skill, high wage or high demand occupations in current or emerging professions as defined in the scope of this regulation.
  - B. To establish the program requirements for career and technical education courses and programs at the elementary, secondary, and postsecondary levels.
  - C. To establish administrative requirements relating to career and technical education, instruction, programs, and services at the elementary, secondary, and postsecondary levels.
  - D. To establish a process for career and technical education program evaluation.
  - E. To assure accountability in the use of federal and state funds allocated for career and technical education programs.
  - F. To promote, strengthen, and assure the operation of quality career and technical education programs.
  - G. To promote provision of guidance and career counseling services.
  - H. To promote and strengthen partnerships with local schools, businesses, industry, and the entire community.
  - I. To establish follow-up and technical assistance procedures which provide for continuous assessment and improvement of career and technical education programs and services.
  - J. To establish career and technical education programs that offer a progressive, planned program of study which prepares students for: entry into an associate degree or two-year certificate program at a postsecondary institution; entry into a baccalaureate program at a four-year postsecondary institution; or entry into full-time employment in a chosen field, with the option to continue education.
  - K. To establish career and technical education programs that include, but are not limited to, school-based learning, work-based learning, and connecting activities which may include apprenticeship programs, academies, school-based enterprises, entrepreneurship, school-to-work programs, in-plant training programs, cooperative education programs, as well as other models which provide a planned program of study to develop employability skills and prepare students for further employment
- [6.33.2.6 NMAC - Rp, 6 NMAC 8.4.1.6, 12/31/09]

**6.33.2.7            DEFINITIONS:**

- A. "Career and technical education" means organized programs offering a sequence of courses (including technical education and applied technology education) which are directly related to the preparation of individuals in for paid or unpaid employment in current or emerging occupations requiring an industry-recognized

credential, certificate, or degree. This term is also referred to as vocational education in state statute 22-14-1 NMSA 1978. Such term also includes applied technology education.

B. "Career and technical education course" means a course with content that provides technical knowledge, and skills, and competency-based applied learning, and that aligns with the regulations for educational standards and student expectations for all New Mexico students who attend schools as defined in the scope of 6.29.1 NMAC.

C. "Career cluster" means a grouping of occupations in industry sectors based on recognized commonalities. Career clusters provide an organizing tool for developing instruction within the education system.

D. "Career pathways" means a sub-grouping of occupations/career specialties used as an organizing tool for curriculum design and instruction of occupational career specialties that share a set of common knowledge and skills for career success.

E. "Cooperative education" means a method of education for individuals who, through written cooperative arrangements between a school and employers, receive instruction, including required rigorous and challenging academic courses and related career and technical education instruction, by alternation of study in school with a job in any occupational field, which alternation:

(1) shall be planned and supervised by the school and employer so that each contributes to the education and employability of the individual; and

(2) may include an arrangement in which work periods and school attendance may be on alternate half days, full days, weeks, or other periods of time in fulfilling the cooperative program.

F. "Educational plan for student success (*EPSS*)" means is the annual strategic long-range plan written by all schools districts and districts schools to improve student performance.

G. "Eligible postsecondary institution" means a postsecondary institution that grants a certificate or associate degree in a career and technical occupational area.

H. "Eligible state educational institution" means an identified institution school that is under the direction of a state agency other than the department or a separate board of regents.

I. "Postsecondary education tech prep student" means a student who:

(1) has completed the secondary education component of a tech prep program; and

(2) has enrolled in the postsecondary education component of a tech prep program at an institution of higher education.

J. "Program of study" is a progressive continuum of courses that may be offered across grades 9-14. A program of study is a means to provide technical training, training to prepare for employment and training to prepare for entry into postsecondary education.

K. "Secondary education tech prep student" means a secondary education student who has enrolled in two (2) courses in the secondary education component of a tech prep program.

L. "Tech prep program" means a program of study that combines a minimum of two (2) years of secondary education with a minimum of two (2) years of postsecondary education in a non-duplicative, sequential course of study.

[6.33.2.7 NMAC - Rp, 6 NMAC 8.4.1.7, 12/31/09]

#### **6.33.2.8 IMPLEMENTATION:**

A. Career and technical education program criteria - elementary and secondary levels. Career and technical education programs must:

(1) be in accordance with Section 22-14-1 through 30, NMSA 1978, and the Carl Perkins Act;

(2) provide exploratory and skill development program offerings linked to career pathways;

(3) provide school facilities and grounds which are:

(a) safe, healthy, orderly, clean, and in good repair;

(b) in compliance with the Americans with Disabilities Act, Part III and state fire marshal regulations, Sections 59A-52-1 through 59A-52-25 NMSA 1978;

(c) safe for conducting experiments and school projects in all school laboratories and shops, as established in written school safety procedures which are reviewed annually; these procedures must include, but are not limited to:

(i) personal protective equipment;

(ii) adequate ventilation and electrical circuitry;

(iii) material safety data sheets;

(iv) body and eye washes; and

(v) training appropriate for each teaching situation;

(d) the maximum number of occupants in a laboratory or shop teaching space shall be based on the following:

- (i) the building and fire safety codes;
- (ii) the design of the laboratory or shop teaching facility;
- (iii) appropriate supervision and the special needs of students; and
- (iv) all applicable OSHA regulations;

(4) be embedded in the district EPSS and school EPSS and aligned with school improvement initiatives and programs and the appropriate career cluster;

(5) ensure student mastery of New Mexico's career and technical education content standards, including consideration of any results from a workplace readiness assessment, an interest inventory, a portfolio of standards-based indicators, and the student's Next Step Plan; and

(6) include competency-based applied learning which contributes to an individual's academic knowledge, high-order reasoning, and problem-solving skills, work attitudes, general employability skills, technical skills, and the occupational-specific skills necessary for economic independence as a productive and contributing member of society.

B. Career and technical education program criteria - postsecondary level.

(1) The program organization and delivery support the achievement of program objectives.

(a) Program descriptions include methods of learning, appropriate length of time for courses which comprise the career and technical education program, evidence that the program is coherent, and content that reflects a sequential course of study.

(b) Institutionally identified programs of study include academic and career and technical education skill development linked to the appropriate career cluster. Programs of study are of sufficient scope, quality and duration to ensure student competency and include course descriptions, student outcomes, and varied instructional methods.

(c) Licensure, regulations, or national industry skill standards are addressed through the institutionally identified program of study.

(d) Evaluation of student competencies required for each program incorporates consideration of any available results from a workplace readiness assessment, an interest inventory, a portfolio of standards-based indicators, or a certificate or degree plan at the postsecondary level.

(e) When appropriate, courses are available for dual credit, continuing education or job advancement.

(f) Institutionally identified programs of study are reviewed regularly and revised as necessary to meet the needs of business and industry and determine alignments with applicable public education department standards and benchmarks. This review and revision may also include accreditation standards of postsecondary institutions.

(2) Career and technical education curricula, materials, and resources provide quality instruction and promote student success through mastery of competencies.

(a) Instructional supplies and materials are relevant, current, and sufficient in supply.

(b) Programs involve business and industry through representation on advisory boards, contribution of resources, and provisions of job training placement opportunities for students.

(c) Programs do not discriminate on the basis of gender, marital or parental status, race, religion, sexual preference, age, national origin or disabilities.

(d) Required materials are available to the students.

(e) Recognized, related student organizations and professional development organizations are available and encouraged.

(3) Program outcomes meet stated objectives, including:

(a) program competencies in the areas of basic and advanced academic skills and general and specific occupational competencies;

(b) evaluation results which demonstrate the effectiveness of the program;

(c) labor market and job placement and wage information verifying the success of the program in preparing students for future employment;

(d) program participation completion rates and employment retention rates;

(e) program and student certification requirements are addressed.

(4) The facility and equipment meet the stated objectives of the program.

- (a) Classroom and laboratory space accommodate student enrollment.
- (b) Classroom and laboratory space are physically accessible for individuals with disabilities.
- (c) Laboratory space meets program or industry standards and includes office and storage space.
- (d) Facility and equipment maintenance and replacement schedules are followed.
- (e) Equipment is up-to-date, operational, sufficient in quantity and quality, and systematically inventoried.
- (f) Supplies are sufficient in quantity and systematically inventoried.
- (5) The program is held within safe and healthy work environments for students.
  - (a) Up-to-date facilities are utilized.
  - (b) Equipment safety inspections are conducted and safety and environmental procedures are utilized by the program.
  - (c) The program provides instruction in occupational safety and health in alignment with industry standards.
- (6) The program area has business/industry and community partnerships that support the program.
  - (a) The program offers cooperative education, internships, apprenticeship or some other form of work-based learning opportunity.
  - (b) Program advisory committee members assist in evaluating the program's progress to ensure that students demonstrate workplace competencies which meet employer requirements.
  - (c) Program advisory committee recommendations are recognized and may be incorporated into the program.
  - (d) Programs involve community and interagency coordination, supported through shared resources.
  - (e) The program may offer tech prep, articulation, dual or concurrent enrollment agreements.
  - (f) Programs are responsive to the community's employment needs and offer special training programs as necessary to address unemployment.
- C. Career and technical education program administrative criteria - postsecondary level.
  - (1) Information about the program is made available to the general public.
    - (a) Program information is available in the college catalog, program brochures, and media campaigns.
    - (b) Outreach and recruitment activities promote student enrollment.
  - (2) The institution does not discriminate with regard to race, culture, ancestry, color, national origin, sex, age, religion, or disabilities, and does provide special services to assist these special populations in meeting their educational objectives.
    - (a) Special population students are enrolled in the programs.
    - (b) Outreach and recruitment activities promote student enrollment that reflects the ethnic composition of the community.
    - (c) The program enrollment reflects non-traditional gender enrollments.
    - (d) Basic, remedial, and developmental supportive education services are made available to special populations and other students in need of such services.
  - (3) Students are provided with advisement, assessment, and counseling services and placement assistance.
    - (a) The institution maintains, coordinates, and facilitates articulation and recruitment with local high schools including tech prep activities.
    - (b) Career counseling, technical assessments, and counseling resources are available.
    - (c) Cooperative education, internships, apprenticeships, and job shadowing opportunities are available.
    - (d) Students are provided assistance with employability skills such as resume preparation, interview techniques, and job success information.
    - (e) Current local and national employment trends, occupational information, and career opportunities in the program area are provided to students as well as to instructors, counselors, admissions and placement personnel.
    - (f) Placement and follow-up data are collected on a continuing basis and are used in program planning and evaluation.
  - (4) The institution provides faculty and administrative support to meet the needs of the program.

- (a) All program faculty have an appropriate credential or training background approved by the institution.
  - (b) The institution maintains a current professional development plan (PDP) for both full- and part-time career and technical education faculty.
  - (c) Funding is available for career and technical faculty/staff professional development.
  - (d) An adequate budget exists for program operation.
  - (5) The institution provides multimedia services such as library and computer services which support the educational objectives of the career and technical education program.
    - (a) An adequate level of services are available to support the career and technical education program.
    - (b) Services are provided for all ability levels.
    - (c) Services are available at times that are convenient to students and faculty.
  - (6) The institution maintains a planning strategy which aligns with the direction of industry in order to respond to the needs of the students, the community, business, and industry.
    - (a) The institution conducts program and institutional needs assessments.
    - (b) The institution has developed long- and short-range goals and objectives.
- [6.33.2.8 NMAC - Rp, 6 NMAC 8.4.1.9, 12/31/09]

**History of 6.33.2 NMAC:**

History of Repealed Material:

6 NMAC 8.4.1, Standards for Vocational and Technical Programs in all Public Schools, State Supported Educational Programs, and Two-Year Post-Secondary Institutions, filed 7/18/97 - Repealed effective 12/31/09.