



## CTE and Students Served by Special Education Frequently Asked Questions

The Texas Education Agency (TEA) received several questions relating to CTE and students served by special education. All students should have equitable access to CTE courses and the majority of students can be served within CTE courses through strong differentiated instruction. There are exceptions to when additional supports should be provided and the frequently asked questions below aim to address these scenarios. TEA recognizes that there may be a need for additional considerations related to the policies within the Student Attendance Accounting Handbook (SAAH) and CTE courses and will convene groups to solicit recommendations for the 2019-20 school year.

Please send any additional questions to [CTE@tea.texas.gov](mailto:CTE@tea.texas.gov).

### Key Terminology

Term	Definition
<b>ARD</b>	The admission, review, and dismissal ( <b>ARD</b> ) committee helps to determine whether a student is eligible for special education and develops the Individualized Education Program ( <b>IEP</b> ) for eligible students.
<b>VAC</b>	The Vocational Adjustment Class ( <b>VAC</b> ) is designed to teach general vocational skills to high school students with <b>special</b> needs through work experiences at job sites, with support from <b>special education</b> instruction. VAC is an instructional arrangement/setting.
<b>CTED</b>	If a student is unable to receive a free appropriate public education (educational benefit) in a regular career and technology education program, using supplementary aids and services, the student may be served in separate programs designed to address the student's occupational/training needs, such as career and technology education for students with disabilities ( <b>CTED</b> ) programs.
<b>PEIMS/CO22</b>	The Public Education Information Management System ( <b>PEIMS</b> ) encompasses all data requested and received by TEA about public education, including student demographic and

	<p>academic performance, personnel, financial, and organizational information. <b>CO22</b> is a PEIMS Service ID that is used in the following record(s):</p> <p><a href="#">090 STAFF-RESPONSIBILITIES</a></p> <p><a href="#">170 STUDENT-CAREER AND TECHNICAL EDUCATION COURSE*</a></p> <p><a href="#">300 CAMPUS-COURSE SECTION</a></p> <p><a href="#">305 STAFF-TEACHER ASSIGNMENTS</a></p> <p><a href="#">415 STUDENT-COURSE COMPLETION</a></p>
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Question	Answer
<p><b>What PEIMS CO22 career related courses can be taught by a teacher that only has special education certification?</b></p>	<p>While <u>all</u> CTE courses for state credit should be considered by the ARD committee for students served by special education that require career training, the course listed below is the only CTE (innovative) course that can also be taught with a special education teaching certificate.</p> <p><b>Per TAC 75.1023 (d)(1) The ARD committee shall include a representative from career and technical education, preferably the teacher, when <u>considering</u> initial or continued placement of a student in a career and technical education program.</b></p> <ul style="list-style-type: none"> <li>• General Employability Skills</li> </ul> <p><a href="https://tea.texas.gov/curriculum/innovative/">https://tea.texas.gov/curriculum/innovative/</a></p>
<p><b>Can a special education certified instructor teach a CTE course from the TSDS PEIMS C022 in the special education classroom?</b></p>	<p>No, all CTE courses must be taught by a CTE certified instructor.</p>
<p><b>Can a special education certified instructor teach a modified CTE course and “turn off” the funding?</b></p>	<p>No, all CTE courses must be taught by a CTE certified instructor.</p> <p>*CTE courses currently taught by a teacher not in compliance with the Texas Teacher Assignment Chart should have the weighted funding turned off.</p>

<p><b>Can a special education certified teacher co-teach a CTE course?</b></p>	<p>A special education teacher <b>may be</b> a co-teacher for a CTE course but <b>may not be</b> the teacher of record for a CTE course unless he/she has the appropriate CTE teaching certification.</p>
<p><b>What circumstances would enable a special education certified instructor to be eligible to teach a CTE course?</b></p>	<p>Any teacher holding a valid Texas classroom teaching certificate and a bachelor’s degree may add classroom certification areas by completing and passing the appropriate teaching examination. For certifications that require work experience and a current licensure, verification of experience and licensure can be approved through an approved educator preparation program or employing school district.</p>
<p><b>Can an ARD committee adjust the number of hours of paid or unpaid employment required per week for Career Preparation I or II?</b></p>	<p>No, the student must meet the minimum requirements required by the SAAH for Career Preparation I and II.</p>
<p><b>If an ARD committee determines that a student served by special education will participate in a Career Preparation or a Practicum course without support from special education personnel, does the ARD committee have to list the hours and location of paid or unpaid training on the schedule of services page?</b></p>	<p>No, only special education services provided to the student with a disability must be documented in the student’s IEP.</p>
<p><b>If an ARD committee determines that a student served by special education will participate in a Career Preparation or a Practicum course WITH support from special education personnel, does the ARD committee have to list the hours and location of paid</b></p>	<p>Yes, special education services provided to the student must be documented in the student’s IEP that describe the frequency, location, and duration of the special education supports or services.</p>

<p>or unpaid training on the schedule of services page?</p>	
<p><b>If a student served by special education is enrolled in a CTE course in a general education classroom, can the ARD committee adapt the requirements for Section 5 (CTE) of the Student Attendance Accounting Handbook requirements?</b></p>	<p>No, ARD committees <b>may not</b> override federal, state, or local district rules, regulations, and policies, including student attendance accounting rules; these requirements must be followed exactly as written.</p>
<p><b>Can the TEA required training plan for a student served by special education in a Career Preparation or a practicum course be adapted by the ARD committee?</b></p>	<p>No, the training plans listed on the TEA website are required by TEA for students enrolled in Career Preparation or Practicum courses. These plans training plans are an agreement among the employer, the CTE teacher, and the parent or adult student.</p>
<p><b>Can a special education certified instructor be CTE certified to teach a CTE course only to students who receive special education services?</b></p>	<p>Once a special education instructor has been certified to teach a CTE course the enrollment of students in the course is a local decision.</p>
<p><b>Will additional CTE courses be created for students that require extensive modification the pre-requisite level?</b></p>	<p>No. For students who have significant cognitive disabilities, a district may design and submit an innovative course application to the TEA for review and approval. (<a href="https://tea.texas.gov/curriculum/innovative/">https://tea.texas.gov/curriculum/innovative/</a> )</p>
<p><b>Can the entrance criteria for Career Preparation I and II be modified for a student receiving special education services?</b></p>	<p>Yes, grade placements for Career Preparation I and II are recommendations. A student must be a minimum age of 16 and hold valid work documentation, such as a Social Security card, to participate in <b>paid</b> Career Preparation learning experiences. This is not required for unpaid experiences.</p>

<p><b>Can Vocational Adjustment Class (VAC) be counted as credit for graduation?</b></p>	<p><b>VAC is only an instructional arrangement/setting code.</b> For a student that has an instructional arrangement of VAC (08) to count toward graduation requirements, the student served by special education must also be enrolled in a state-approved course from the TSDS/PEIMS CO22 table. The most appropriate courses for VAC alignment are found in the state-approved CTE courses</p>
<p><b>Can ARD committees adapt the number of credits that can be awarded for a CTE course?</b></p>	<p>No, the SBOE has adopted the course credits, and they <b>may not</b> be modified.</p>
<p><b>May a special education teacher be the CTE representative on an ARD committee?</b></p>	<p>An ARD committee member that is required per 19 TAC 89.1050(c), cannot serve in more than one required role. If the LEA determines that a teacher can teach both students in special education and CTE courses, due to certification, then the special education teacher that also has CTE certification may only serve as the special education teacher or the CTE teacher in the ARD, but not both roles. It is preferable that the CTE representative in an ARD committee also be the CTE teacher of record.</p>

**Currently Under Review:** The 86th Legislative Session passed [HB165](#) which allows a student that has completed the required courses and credits on the Foundation High School Program, including additional credits in math, science, electives, and the courses required for the endorsement with or without modifications\* to the curriculum, to earn an endorsement. ([TEC 28.025 \(c-7\)](#))

\*When an ARD committee determines that modifications to the curriculum are required, the ARD committee must also ensure that the curriculum remains sufficiently rigorous, for the student to retain eligibility for an endorsement.