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**IDAPA 55  
TITLE 01  
CHAPTER 01**

**IDAPA 55 – DIVISION OF CAREER TECHNICAL EDUCATION**

**55.01.01 – RULES GOVERNING ADMINISTRATION**

**000. LEGAL AUTHORITY.**

The State Board of Education is designated as the State Board for Career Technical Education and is responsible to execute the laws of the state of Idaho relative to career technical education, administer state and federal funds, and through the administrator of the State Division of Career Technical Education, coordinate all efforts in career technical education (Sections 33-2202 through 33-2212, Idaho Code). (4-5-00)

**001. TITLE AND SCOPE.**

**01. Title.** These rules shall be known as the IDAPA 55.01.01, “Rules Governing Administration.” (4-5-00)

**02. Scope.** These rules serve the administration of Career Technical Education in Idaho and define the duties of the State Division of Career Technical Education. (4-5-00)

**002. WRITTEN INTERPRETATIONS.**

Written interpretations of these rules, if any, are on file at the office of the State Division of Career Technical Education. (4-5-00)

**003. ADMINISTRATIVE APPEALS.**

All appeals under these rules shall be conducted pursuant to the procedures set forth by the State Board of Career Technical Education. (4-5-00)

**004. DEFINITIONS.**

Career technical education is generally defined as secondary, postsecondary and adult courses, programs, training and services for occupations or careers that require other than a baccalaureate, master’s or doctoral degree. The courses, programs, training and services include vocational, technical and applied technology education. They are delivered through the career technical delivery system of public secondary and postsecondary schools and colleges. (4-5-00)

**005. -- 099. (RESERVED)**

**100. STATEMENT OF PURPOSE.**

The mission of Career Technical Education is to provide Idaho’s youth and adults with the technical skills, knowledge and attitudes necessary for successful performance in a globally competitive work place. The Division of Career Technical Education serves as an administrative arm of the State Board for Career Technical Education. The State Board appoints a person to serve as the state administrator. Staff are provided to assist the state administrator in conducting the functions of the Division. (4-5-00)

**101. POLICIES, PROCEDURES AND GUIDELINES.**

The State Board for Career Technical Education designates the State Division of Career Technical Education to develop, establish and disseminate policies, procedures, and guidelines for the purpose of administering career technical education in the state. (4-5-00)

**102. BASIC FUNCTION.**

The State Division of Career Technical Education will: (4-5-00)

**01. Provide Leadership.** Provide statewide leadership and coordination for career technical education. (4-5-00)

**02. Assist Local Educational Agencies.** Assist local educational agencies in program planning,

- development, and evaluation. (4-5-00)
- 03. Promote Education.** Promote the availability and accessibility of career technical education. (4-5-00)
- 04. Prepare State Plans.** Prepare annual and long-range state plans. (4-5-00)
- 05. Prepare Budget.** Prepare an annual budget to present to the state board and the legislature. (4-5-00)
- 06. Provide A Finance and Accountability System.** Provide a state finance and accountability system for career technical education. (4-5-00)
- 07. Provide Training.** Administer And Deliver Emergency Services Training. (4-5-00)
- 08. Evaluate Programs.** Provide career technical education programs. (4-5-00)
- 09. Develop Programs.** Initiate research, curriculum development and personnel development activities. (4-5-00)
- 10. Utilize and Disseminate Data.** Collect, analyze, evaluate, and disseminate data and program information. (4-5-00)
- 11. Administer Programs.** Administer programs in accordance with state and federal legislation. (4-5-00)
- 12. Provide Support and Leadership.** Provide support and leadership for career technical student organizations. (4-5-00)
- 13. Liaison.** Provide liaison with related agencies, officials, and organizations. (4-5-00)

**103. CAREER TECHNICAL FACULTY.**

IDAPA 55.01.01, "Rules Governing Administration," and IDAPA 55.01.02, "Rules Governing Postsecondary Program Reduction or Termination," shall apply to career technical faculty at all institutions. In the case of conflict between IDAPA 08.01.02, "Personnel Rules of the State Board of Education," and IDAPA 55.01.01, "Rules Governing Administration," or IDAPA 55.01.02, "Rules Governing Postsecondary Program Reduction or Termination," IDAPA 55.01.01, "Rules Governing Administration," and IDAPA 55.01.02, "Rules Governing Postsecondary Program Reduction or Termination," shall control and be given priority. (4-5-00)

**104. TENURE.**

Regarding tenure of career technical faculty, see the State Board of Career Technical Education Policies and Procedures, Section VII, Subsection B.1, Non-Tenure Track Policy. (4-5-00)

**105. -- 999. (RESERVED)**

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