

PROGRAM CLOSURE

There may be occasion when budget constraints require the closure of one or more programs. There may also be occasion when an existing program no longer meets the needs of students or is no longer economically feasible to sustain. In these occasions, the Director will conduct an analysis of programs, paying particular attention to the factors described below.

Quality of Program: Program elimination considerations should include whether the program is high quality. Quality is difficult to measure across programs but may include whether students can earn industry-recognized credentials, students can earn college credits, the program prepares students for the current workplace, and graduates enter the program's career field or post-secondary training program.

Enrollment: The goal is to enroll the stated capacity for each program. Due to annual fluctuations, enrollment figures vary from year to year. Therefore enrollment figures for the purpose of program closure should focus on multi-year trends. Regional, state, and national enrollment trends should also be considered.

Facilities and Equipment: Career and technical (CTE) programs have specialized facilities and equipment which may not be easy to repurpose. Program closure considerations should include the nature of a program's facility and equipment and the estimated cost of renovations.

Relevance and Employment Outlook: The purpose of career and technical education is to prepare young people for relevant and current career fields. Program closure considerations should therefore examine the employment outlook for a specific career field.

Effect on Sending Schools: CTE schools work closely with their sending schools. Consequently, program closure considerations should take into account the effect they would have on those sending schools.

Progress Toward Program Goals: Each program has annual established goals as part of the program review process. Program elimination considerations should include the extent to which a program has progressed toward meeting those goals.

Grant Funding and Corporate Partners: CTE programs often benefit from grants and/or the support of industry. Program closure considerations should take into account grant requirements or industry agreements which may result in financial penalties or deteriorating partnerships.

Specific Focus of Program: In order to address the most diverse student interests and career fields, each CTE program should have a specific career focus. Program closure considerations should include whether other programs are already preparing students for a particular career field.

Availability of Qualified Instructor: A program's success rests on the qualifications of its instructor. It is essential, therefore, that a qualified instructor be available for a program. When considering closing a program, the availability of a qualified instructor should be considered. Certain career fields have a limited number of available or interested instructors. This may be cause for a program to be suspended or closed.

Programs of Study: Carl D. Perkins requires eligible schools to have at least one CTE Program of Study (POS) to receive any Perkins funding. Schools must not eliminate all programs with a POS or they will forfeit all Perkins funding.

Gender and Non-Traditional Placement: Perkins also requires a balance of CTE opportunities for both genders. Eliminating programs that primarily affect one gender's opportunities over another may be problematic for continued Perkins funding. Related to gender equity is the required goal of non-traditional placement: that is, having boys enroll in predominantly female career fields and vice versa. Again, eliminating programs with successful non-traditional enrollments may be an issue.

Special Populations: Perkins requires opportunities for students with special needs. Eliminating programs that offer these opportunities will likely put Perkins funding in jeopardy.

After conducting this analysis, the Director may recommend to the Board suspending a program for a period of time, reducing a program to less than full time, or closing a program permanently.

The decision to suspend, reduce, or close a program rests entirely with the Board.

First Reading: 8/16/18

Second Reading: 9/20/18