

2024-2025

MEMORANDUM of UNDERSTANDING

Between

Career and Technical Education Centers

Or

School Districts

And

The Bureau of Career and Technical Education (BCTE)

For

Participation in the BCTE Technical Assistance Program

Technical Assistance Program Commitment

The Bureau of Career and Technical Education's Technical Assistance Program (TAP) is an initiative designed to assist schools in raising student academic and technical achievement across all Career and Technical Education programs. Career and Technical Centers and schools offering career and technical education are provided a menu of technical assistance resources and services.

Purpose

The purpose of the Technical Assistance Program (TAP) is to significantly raise the academic and technical achievement of all students enrolled in approved Career and Technical Education programs at a Career and Technical Education Center (CTC) or high school. The TAP, will assist CTCs, their sending school districts, and high schools offering Career and Technical Education with increasing student performance as measured on academic assessments and occupational end-of-program assessments, like the Keystone Algebra exam or the NOCTI exam, by providing job-embedded professional learning for educators and administrators. Each participating school agrees to align their Perkins local application activities for increasing student achievement with the TAP offerings along with participating in all professional development activities provided by the Bureau of Career and Technical Education (BCTE).

Goal

Increase the academic targets and skill attainment targets for Pennsylvania, which are based on the meaningful progress targets negotiated as part of the Perkins V grant process for 2S1 Keystone Literature, 2S2 Keystone Algebra, 2S3 Keystone Biology, and 5S4 Skill Attainment.

TAP Activities

Your school has indicated participation in all TAP services and activities for the 2024-2025 school year. Schools have been chosen to participate in the TAP services and activities based on the BCTE review of your Intent to Participate Survey responses and the school's ability to most benefit from each of the TAP services and activities. By signing and returning the Memorandum of Understanding (MOU), your school agrees to participate in all TAP activities listed on the MOU. **The BCTE staff expects each school to commit to the training and coaching days listed for each TAP service and activity.** TAP consultants will contact each school's administrator to schedule training and coaching days after the MOU is signed and returned. If participating in any of the PIL Programs, the BCTE will assume the cost in EACH of the PILs for two participants who are seeking Act 45 hours. In the future, if you are unable to participate in a TAP activity listed on the signed MOU, contact The Education Resource Center at Penn State Greater Allegheny at erc@careertechpa.org. The BCTE staff will be made aware of these changes to the MOU.

Due to the ongoing updates to school safety regulations, providers of TAP activities will adapt training and coaching sessions to meet the specific needs of each school. Activities will be delivered face-to-face, synchronous, or asynchronous as feasible and appropriate for each school. Schools will receive a range of services and resources identified by their "intent to participate survey" contingent upon the availability of Bureau of Career and Technical Education funding.

**Memorandum of Understanding
with
Warren County Career Center
2024 - 2025
Technical Assistance Program (TAP) Activities**

By signing this Memorandum of Understanding, you are assuring your school's participation in the following TAP activities. TAP activities will be prioritized based on sequence of response in the TAP survey, each activity beyond the first two selections will be contingent on Bureau of Career and Technical Education (BCTE) funding for fiscal year 2024. The top two TAP activities selected in survey are highlighted below.

- Career and Technical Distinguished School Leaders (CTDSL)
- NOCTI Pre - Tests and Study Guides
- MAX Teaching with Reading and Writing
- Pennsylvania Inspired Leadership (PIL) Program – Using NOCTI Data to Improve Instruction

Career and Technology Center Director Signature

Date

Superintendent of Records Signature

Date

Joint Operating Committee Chair Signature

Date



Director, Bureau of Career and Technical Education
Pennsylvania Department of Education

7/2/2024

Date