



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
CTE Directors
Instructional Leaders
Regional Career Specialists
School Counselors

FROM: Angel H. Malone
Director, Office of Career and Technical Education

DATE: March 17, 2020

RE: Office of Career and Technical Education Updates

The Office of Career and Technical Education (OCTE) is aware that the precautions taken during the Coronavirus (COVID-19) pandemic may affect plans and schedules concerning career and technical education (CTE) initiatives. In an effort to assist schools and districts, the following recommendations and updates are provided for guidance to schools, districts, and multidistrict centers.

Work Based Learning (WBL)

Districts should use local judgment in determining whether or not a student should proceed with student WBL assignments during this time. In consideration of the student, WBL placement with a willing business partner, please ensure none of the statutes put into place by the Department of Health and Environmental Control (DHEC) or the Governor's Office are being compromised. While working through the logistics of WBL participation, consider the best mechanism for monitoring student participation during this time. The deadline for recording all work-based experiences is tentatively scheduled for June 5, 2020.

More specifically, the Barbering and Cosmetology Board has approved distance learning during this period of public emergency for theory on the "Milady and PivotPoint" platforms during this health crisis. Additional information will be disseminated after the called board meeting scheduled for Wednesday morning, March 18, 2020.

Further information will be forthcoming for those programs with more heavily regulated requirements.

Comprehensive Local Needs Assessment (CLNA)

The OCTE is extending the deadline for the CLNA. Due to the current situation, the deadline for the twelve regions to submit the CLNA to the OCTE is extended to June 1, 2020. Throughout this process, the OCTE will continue to work to address questions and concerns.

CTE Office Hours

The OCTE will continue hosting office hours every Wednesday, 12:00 p.m.–5:00 p.m. Availability is provided for CTE directors and administrators across the state in an effort to provide support to schools, districts, and multidistrict centers. Please use the provided [link](#) to schedule an appointment with the office.

Perkins Funding

The OCTE will continue to work in the Grants Accounting Processing System (GAPS) throughout the current situation for Perkins and state funding. At this time, there are no changes to deadlines for spending funds. We will follow up with the U.S. Department of Education to inquire about any potential changes. If you recognize that your activities may be affected, we would encourage you to complete an amendment. The amendment period will remain open and we will work diligently to help you throughout this current difficulty.

Placement Data

The OCTE is extending the deadline for the Placement Data collection to June 15, 2020. Please know that the OCTE will continue to work with you during this period to help address your questions and concerns.

Please contact me at amalone@ed.sc.gov or via phone at 803-734-8412 should you have questions regarding this information.