

Technology Education and Career Development Education

▶▶▶▶▶ Learning Continues

All classroom learning for Kindergarten to Grade 12 students has been suspended indefinitely for this school year. This includes the suspension of the following learning experiences with on-the-job placements and/or paid employment: the High School Apprenticeship Program (HSAP), Cooperative Vocational Education (CVE), Credit for Employment (CFE), career development work experiences, course work practicums, work-integrated learning, and the Community Service Student-Initiated Project (CSSIP).

While classes and learning experiences are suspended, special efforts will be made for students to ensure that they have the knowledge, skills, and competencies necessary to achieve their high school credits and to pursue their post-graduation goals. Technical-vocational education (TVE) teachers will continue to focus learning on theory-based outcomes and applied learning experiences wherever possible. Students will continue to receive a percentage grade for TVE courses delivered remotely where learning outcomes are theory-based or focused on technology (e.g., courses in interactive digital media and graphic design).

To ensure students meet certification requirements (e.g., Apprenticeship Manitoba), special efforts will be made to allow them to complete practical outcomes for trade programs (e.g., welding technology and hairstyling). Students will continue to receive percentage grades for theory and applied learning, but they will require **gap training** once school reopens.

School divisions will begin planning with their schools to ensure students who require gap training are not negatively affected by the loss of practical learning within their TVE programs. This planning may include collaboration among school divisions on program planning and further discussions with Manitoba Education. Gap training will be required to meet certification for the trade programs, which aligns with post-secondary and private vocational institution programs.

▶▶▶▶▶ Definitions

Recovery learning is a process to enable Manitoba students to transition back from remote learning to classroom learning in schools, while addressing their mental and physical well-being and academic success.

Gap training is necessary when the student has been unable to complete the required work (theory or practical work), when the student did not demonstrate the required level of understanding or performance of the outcomes of the course, or when the student did not meet all the requirements for certification and/or industry standards (e.g., Apprenticeship Manitoba Level 1 Technical Training).



Guidelines

All students will receive a final grade and a report card in June, as outlined in the Manitoba Education COVID-19 Response Plan. Marks will be based on their performance at the time of the suspension of learning; however, students will have an opportunity to improve their marks. Further information regarding assessing student engagement in remote learning and assessment of learning can be found in the Manitoba Education COVID-19 support document *Recovery Learning*.

In-School Technical-Vocational Education Programs

To determine the hour requirements associated with theory and practical-based outcomes in designated trade programs, TVE teachers should refer to the curriculum and/or to the approved *Apprenticeship Manitoba Curriculum Accreditation* binder for each course. In preparation for remote learning, please note that schools delivering technical trade training programs are not accredited to deliver practical training off-site. School divisions must ensure that all students are learning in safe environments with the correct workplace safety and health knowledge and skills.

The following guidelines apply for TVE programs:

1. TVE courses with Apprenticeship Manitoba certification or other industry certification with theory and practical learning outcome requirements where students have **already completed** on-site learning prior to the suspension of classes:
 - Students will continue their learning with a focus on theory and applied learning outcomes through online/distance delivery and will receive a percentage grade(s) and course credit(s). Report cards can be completed as in any school year.
2. TVE courses with Apprenticeship Manitoba certification or other industry certifications* with theory and practical learning outcome requirements where students **did not complete** on-site learning due to the suspension of classes:
 - Students will continue their learning with a focus on theory and applied learning outcomes through online/distance delivery and will receive a percentage grade(s) and course credit(s). Their report card will indicate "Gap Training Required," and it should not include Apprenticeship Manitoba AC numbers until gap training has been completed.

* Please note restrictions may apply to other TVE programs requiring certifications.

Special considerations may be required for courses currently at the beginning of a new term with no baseline assessment or previous practical learning opportunities. Schools may need to be very flexible with regard to teacher and student schedules to accommodate this need. When school resumes, gap training will provide students the opportunity to improve their percentage mark in order to meet accreditation standards, government examinations, or other certification requirements.

3. High School Apprenticeship Program (HSAP):

HSAP has been suspended indefinitely for this school year. As indicated by Apprenticeship Manitoba, hours accumulated to date should be signed off by employers and "held" until the program is reinstated. If the student's parent/caregiver consents to the student continuing their work while the program is suspended, the student may request consideration for the retroactive apprenticeship hours worked when HSAP resumes. Options for students to obtain high school credits for the current year are as follows:

- In Grades 9 to 11, if a student has accumulated 110 hours in an HSAP course, the student will receive the associated HSAP credit. Employers are asked to sign off on the hours as of the date the program was suspended. If a student has accumulated fewer than 110 hours, the credit is "on hold" until the program is reinstated. If the student's parent/caregiver supports the student's continued employment during the suspension of HSAP, retroactive apprenticeship hours may be considered.
- Grade 12 students will be given the opportunity to achieve the credits they require for graduation to ensure they are able to graduate on time. If a student has accumulated 110 hours in an HSAP course, the student will receive the associated HSAP credit. Employers are asked to sign off on the hours as of the date the program was suspended. If a student has accumulated fewer than 110 hours and requires the credit for graduation, hours can be transferred to an alternate course and the student should be provided with the opportunity to continue learning about their trade in the absence of on-the-job hours. Further information on this option will be available on the Manitoba Professional Learning Environment (Maple) at Mapleforem.ca or by contacting Manitoba Education.

4. Senior Years Technology Education Diploma

All TVE courses qualify as eligible credits for fulfilling the 8-credit requirement to graduate with a Senior Years Technology Education Diploma, regardless of whether the student's report card indicates that gap training is required for certification purposes.

Note: Apprenticeship Manitoba technical training and accreditation standards require that a student's final grade meets a minimum final accumulative average of 70% or better in the trade subjects and level for which the program is accredited. Students completing the accredited program are required to complete their practical training in order to receive full standing as a Level 1 apprentice.

Technology Education and Career Development Education Courses that Include Work Experience Placement and Practicums

Several technology education and career development courses include work experience and practicum placement where students accumulate work hours. Any hours accumulated prior to the suspension of the program should be signed off and assessed by employers and instructors. It is expected that school divisions will provide students with the opportunity to continue learning about their trade, career, or occupation area in the absence of work experience placements or practicums to complete their credit. Additional resources can be accessed on Maple at Mapleforem.ca or by contacting the Learning Support and Technology Unit at tve@gov.mb.ca.

Career development educators will continue to provide students the opportunity to complete credits in career development life/work education courses, Career Development Internship (CDI), Credit for Employment (CFE), Community Service Student-Initiated Projects (CSSIP), and in career and life skills courses with learning opportunities that focus on personal competency development. This will include online and offline activities related to self-awareness, career exploration, career discovery, career planning, transitioning competencies, and experiential learning. Additional resources can be accessed on Maple at Mapleforem.ca.



Additional Manitoba Resources

Apprenticeship Manitoba Standards

Manitoba Apprenticeship standards are available at on the Apprenticeship Manitoba website at www.gov.mb.ca/wd/apprenticeship/index.html.

Apprenticeship Manitoba Curriculum Accreditation

For information on theory and practical hours of TVE courses, refer to the approved Apprenticeship Manitoba Curriculum Accreditation binder for specific information on each course.

UCC Forms

The Technology Education website at www.edu.gov.mb.ca/k12/cur/teched/sy_tech_program.html includes Unit to Course Comparison (UCC) forms for many trades.

Note: Not all trades have a UCC form available at this time.

COVID-19 Education News

The latest COVID-19 news as it relates to education in Manitoba can be found at www.edu.gov.mb.ca/k12/covid/teachers/index.html.