



# STATE OF CONNECTICUT

## STATE BOARD OF EDUCATION



**TO:** Clerk of the Senate  
Clerk of the House of Representatives

**FROM:** Charlene M. Russell-Tucker, Commissioner of Education

**DATE:** February 8, 2022

**SUBJECT:** Report on the Transition of CTECS to an Independent State Agency

In 2017, Public Act 17-237 was passed to transition the Connecticut Technical High School System into an independent state agency over a period of three years. The system was renamed to "Connecticut Technical Education and Career System" (CTECS). The planned transition date is July 1, 2022.

In accordance with the provisions of section 11-4a of the Connecticut General Statutes and as required by Section 16 of Public Act 17-237 as amended by Section 11 of Public Act 18-182 and Section 278 of Public Act 19-117, the State Board of Education (SBE) hereby submits the Report on the Transition of Connecticut Technical Education and Career System (CTECS) to an Independent State Agency. This report identifies the services needed and makes recommendations for legislation necessary to implement the transition plan.

If you have any questions or require additional copies, please contact Laura Stefon, Chief of Staff, Connecticut State Department of Education, at 860-713-6493.

Thank you.

CC: Education Committee  
Legislative Library  
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Enclosure

# VI.A.

## Connecticut State Board of Education

Hartford

### To Be Proposed:

February 2, 2022

**Resolved**, that the State Board of Education (SBE), approve the “Report on the Transition of CTECS to an Independent State Agency” for submission to the joint standing committee of the General Assembly having cognizance over matters relating to education, in accordance with the provisions of section 11-4a of the Connecticut General Statutes and as required by Section 16 of Public Act 17-237 as amended by Section 11 of Public Act 18-182 and Section 278 of Public Act 19-117.

Approved by a vote of \_\_\_\_\_ this second day of February, Twenty Twenty-Two.

Signed: \_\_\_\_\_

Charlene M. Russell-Tucker  
Secretary, State Board of Education

# Connecticut State Board of Education

Hartford

TO: State Board of Education

FROM: Charlene M. Russell-Tucker, Commissioner of Education

DATE: February 2, 2022

SUBJECT: Report on the Transition of CTECS to an Independent State Agency

## Introduction

State law requires the State Board of Education (SBE) to submit a report on the transition plan for the Connecticut Technical Education and Career System (CTECS) to become an independent state agency and identify services and make recommendations for legislation necessary to implement the transition plan to the joint standing committee of the General Assembly having cognizance of matters relating to education. P.A. 17-237, § 16 as amended by P.A. 18-182, § 11 and P.A. 19-117, § 278.

## History/Background

In 2017, the Connecticut General Assembly enacted legislation to transition the Connecticut Technical High School System into an independent state agency over a period of three years. The system was renamed to “Connecticut Technical Education and Career System” (CTECS). The planned transition date was delayed twice and is now set to occur on July 1, 2022. A copy of the “Report on the Transition of CTECS to an Independent State Agency” is attached.

## Recommendation and Justification

The Report on the Transition of CTECS will provide the General Assembly with information it needs to assist CTECS with a smooth transition process, including recommended legislation and resources CTECS will need as an independent agency.

## Follow-up Activity

Upon approval by the SBE, the Report will be submitted to the joint standing committee of the General Assembly having cognizance of matters relating to education in accordance with Section 11-4a of the Connecticut General Statutes.

Prepared By: Susan L. Scott, CTECS Legal Director  
Connecticut Technical Education and Career System

Approved By: Dr. Ellen Solek, Interim Superintendent  
Connecticut Technical Education and Career System

## **Mission Statement**

The Connecticut Technical Education and Career System (CTECS) will successfully transition to an independent state agency on July 1, 2022, and will be led by an Executive Director who is appointed by the Governor.

## **Background**

The Connecticut Technical Education and Career System provides world-class career, technical and academic education to approximately 11,000 secondary and 3,000 post-secondary school students. CTECS is created and maintained by the State Board of Education (SBE) and is a bureau of the Connecticut State Department of Education (CSDE). The system is advised by an eleven-member board whose membership includes Connecticut leaders from industry, trade and government. In 2017, the Connecticut General Assembly passed legislation to make CTECS an independent state agency. (Public Act 17-237, ATTACHMENT A). This report on the progress of CTECS' transition to an independent agency is provided pursuant to that public act.

## **Purpose**

Successful establishment of the CTECS as an independent agency designed to be flexible and responsive in meeting the academic and career goals of its students and adapt to the changing employment needs of Connecticut's industries.

Some key features of the new organization are:

### **1. Oversight and Accountability**

As an independent agency, CTECS' schools will receive organizational and educational oversight and direction from the Superintendent of Schools, selected by an Executive Director appointed by the Governor. To better support the academic and technical education needs of its students, the CTECS Central Office structure will more closely mirror a local public school district's central office versus that of a state agency.

**Progress Made:** Over the past three years, in preparation for becoming an independent agency, CTECS has hired an Assistant Chief of Fiscal Administrative Services to oversee the fiscal department and schools, resulting in movement toward a centralized and transparent process of managing and reporting expenditures by school and program.

CSDE has transferred storekeeping staff to support and manage the physical assets of the system; an Information Technology (IT) Manager and associated staff for the creation of a dedicated IT function within the system; and has begun the transfer of staff to create an Affirmative Action Office.

CTECS has also worked with the Department of Administrative Services to create and staff

a dedicated Human Resources function.

***What is Needed:*** CTECS will need funding and support for additional positions that are necessary for it to function as an independent agency.

## **2. Operational Efficiencies**

The leadership provided by the CTECS Executive Director will enhance CTECS' ability to focus on its academic mission while expanding its continuum of trade offerings, thereby increasing the capacity to partner with CT businesses, industry, and other state educational entities. The budget process will prioritize critical staffing needs and program offerings while maintaining fiscal responsibility and accountability.

***Progress Made:*** In preparation for becoming an independent agency, fiscal staff have been added to assist in greater accountability and control by tracking equipment and assets at each school, as a detailed inventory had not been performed at the schools in several years. CTECS' fiscal staff have received training on a variety of topics including the RFP process, OPM requirements for service contracts, use of DAS contracts, waivers, and drafting contracts. In addition, contracting protocols are being developed for system-wide implementation which will improve efficiency, transparency and accountability.

***What is Needed:*** CTECS needs the Connecticut General Assembly to pass its legislative proposal.

### **CTECS as an Independent Agency**

By state statute, as of July 1, 2022, CTECS will be separated from the State Department of Education and State Board of Education oversight (Timeline, ATTACHMENT C). The "Timeline for Transition" shows the progress that has taken place in preparation for this separation from SDE/SBE.

The Executive Director will be the agency head responsible for the system's operation, administration and financial accountability. The Executive Director will focus on non-educational matters related to central office and system-wide management. The Executive Director will have the authority to organize the system into units or divisions, review and approve contracts, communicate with OPM, appoint and prescribe duties for subordinates, enter into cooperative agreements and accept gifts and donations on behalf of the system.

For a visual depiction of CTECS' organizational chart as of July 1, 2022, please see ATTACHMENT B1 and B2.

After July 1, 2022, CTECS' Advisory Board will be reconstituted (ATTACHMENT C). The board will

continue to have a minimal policy making role, but will have specific areas of involvement with admissions, recruitment, and student achievement goals. CTECS' Board will remain involved in selecting and recommending the Superintendent of Schools, and the board's recommendation for Superintendent will be made to the Executive Director.

The Superintendent will report to the Executive Director and remains responsible for the operation and administration of the system's schools and all other educational matters.

The budget process for the new agency is as follows:

- **School Budget:** Each CTECS school prepares a proposed school budget including a statement of staffing needs and submits the proposed budget to the Superintendent.
- **Education Budget:** The Superintendent prepares and submits CTECS' education budget including educational and school-based accounts and expenditures, the budget for each school and a statement of the staffing needs for the schools to the Executive Director.
- **Operating Budget:** The Executive Director shall review the education budget and include it with the central office budget in the operating budget for the system and submit the operating budget to OPM.
- **Oversight:** The Executive Director shall provide copies of itemized school budgets, education budget, central office budget and operating budget along with staffing needs to the joint standing committees of the General Assembly having cognizance over matters relating to education and appropriations and the budgets of state agencies.
- **Accountability:** In reviewing the education budget submitted by the Superintendent, the Executive Director shall report any financial inconsistencies or irregularities to the Secretary of OPM, Commissioner of DAS and the Auditors of Public Accounts.

#### **Legislative Recommendations for 2022 Session**

Although CTECS' transition to an independent agency is already written into the Connecticut General Statutes, there are some additional revisions that are needed to ensure continuity in the operations of the new agency and coherence within the statutes (ATTACHMENTS D and E). The legislative proposal that is included in this report revises various sections of Title 10 (Education) and Title 5 (State Personnel) to address the following:

- Technical revisions (e.g., removing or updating obsolete language)
- Clarification of the Superintendent's qualifications and evaluation

- Clarification of board membership
- Ensuring CTECS teachers remain eligible for Teachers Retirement System
- Ensuring CTECS teachers and administrators remain exempt from certain state personnel provisions.

**Additional Staffing Required to Successfully Complete the CTECS Transition**

CTECS requires additional Central Office staffing in order to successfully function as an independent agency. Chief among the positions needed are found in the departments of the Executive Director, Fiscal, Affirmative Action/EEO, and Legal. Some of these requisite Central Office positions will be added through mutually agreed-upon agency transfers from the SDE and through the reorganization of existing CTECS school staff (ATTACHMENT D).

**Affirmative Action/EEO Positions:**

*Mutually Agreed-Upon Agency Transfer of Three Positions from SDE to CTECS*  
*No additional costs anticipated*

The Affirmative Action/EEO department, currently located at the SDE, will be transferred to CTECS, as the AA/EEO department already provides numerous important personnel-related services to CTECS.

**Fiscal Department Positions:**

*Reorganization of Existing CTECS Staff with Additional Positions Required*  
*Additional cost of approximately \$140,000*

There are several key fiscal responsibilities that need to be transitioned before July 1, 2022. In addition, approximately five (5) existing fiscal staff at the schools will be reassigned to the Central Office Department of Fiscal Services to provide support to the areas of payroll, purchasing, payables, contracting, grant writing and reporting to ensure the successful transfer of duties and continued fiscal operations.

**Grant Writer (1):**

As an independent educational agency, CTECS will need to develop its capacity to seek and obtain viable funding options through local, state and federal grants. Garnering these additional funding streams are vital in the face of anticipated budget constraints.

**Fiscal Administrative Assistants (2):** Both of these positions are required to fulfill responsibilities that are currently provided by SDE staff. One will be responsible for oversight of policies and procedures for all district travel, tracking mileage, preparing mileage reports and other travel related logistics. The other position related to purchasing is responsible for tracking and facilitating monthly

blanket P.O.s for all schools including utilities and other substantial expenditures.

**Office of Internal Audit Positions:**

*Additional Positions Required*

*Anticipated cost of approximately \$194,000*

Three positions are needed to replicate the current internal audit services provided by SDE. The structure of the three positions was recommended by SDE's supervisory accounts examiner. The Supervisory Account Examiner provides oversight of auditing functions of all 18 CTECS schools. The account examiner performs school-based audits of fiscal functions and makes corrections to the system. The Secretary provides administrative support to the Internal Audit office.

**Executive Director's Office Positions**

*Additional Positions Required*

*Anticipated cost of approximately \$295,000*

The position of the Executive Director will need to be filled by the Governor on or shortly after July 1, 2022. The Executive Director is CTECS Agency Head. The Executive Director's Office will require at minimum the following staff: Legislative Liaison/Chief of Staff, and Administrative Assistant.

**Legal Department Positions:**

*Additional Positions Required*

*Anticipated cost of approximately \$150,000*

As part of the transition to becoming an independent state agency, CTECS has already established its legal department by hiring an Agency Legal Director and Staff Attorney 2. Although CTECS' two attorneys have assumed most of the legal work of the system, lawyers from SDE's Department of Legal and Governmental Affairs still currently provide additional support with contract review and some litigation.

CTECS' lawyers handle a wide variety of school law issues (e.g., expulsions, special education, Title IX/equity and climate, employment matters, policy development, staff trainings) as well as matters that are unique to a state agency such as collective bargaining, claims commission cases, state contracting, state ethics, legislative advocacy, etc.

An additional Staff Attorney and a Confidential Secretary are required to meet all of the legal needs of the technical high schools, adult programs and the agency.

**Labor Relations Position:**

*Additional Positions Required*

*Anticipated cost of approximately \$46,721*



A Secretary 2 is needed to support the three labor relations professionals in a variety of tasks including scheduling, communications, maintaining labor relations records and other important administrative functions.

### **Conclusion**

With the passage of its legislative proposal and the addition of key personnel as identified in this report, CTECS will be prepared to transition to an independent agency on July 1, 2022. This transition to independence will fully support the expansive future goals of CTECS and the state of Connecticut including:

1. CTECS will provide a highly-skilled and diverse workforce that meets the significant and ever-evolving workforce needs of Connecticut business and industry.
2. CTECS will consistently support and enhance Connecticut's future employment economy.
3. CTECS will represent Connecticut as the premier Technical Education and Career School System in the nation.

## OLR Bill Analysis

### sHB 7271 (as amended by House "A")\*

#### ***AN ACT CONCERNING THE ESTABLISHMENT OF THE TECHNICAL HIGH SCHOOL SYSTEM AS AN INDEPENDENT AGENCY.***

#### **SUMMARY**

This bill transitions the Connecticut technical high school system into an independent executive branch agency in two phases over a three-year period. It also renames the system the "Technical Education and Career System" (hereinafter "the system") and renames the system's high schools "technical education and career schools" (hereinafter "system schools").

The first phase of the transition occurs during FYs 18 and 19 (i.e., the 2017-18 and 2018-19 school years). During this phase, the system remains under State Board of Education (SBE) oversight and is advised by the 11-member system board, rather than governed by the board as under current law. Under the bill, the education commissioner retains her authority in existing law to hire and remove school system staff, including the system superintendent, and make rules for the system's funds management and expenditure. The system superintendent, serving a term that overlaps into the second phase of the transition, is responsible for the system schools' operation and administration. The system maintains the same budgeting process as required under current law, but must create new accounts for educational and non-educational expenses. The bill also requires SBE to hire a consultant for FY 18 to help the system board develop a transitional plan.

The second phase of the transition begins in FY 20 (i.e., the 2019-20 school year). During this phase, the bill establishes the system as an independent executive branch agency outside of SBE oversight that is governed by an executive director who is responsible for the system's operation, administration, and financial accountability. The superintendent continues to be responsible for the system schools' operation and administration, as well as all other matters relating to education in the system. The system board's membership is reconstituted, and the board maintains an advisory role on the topics of training matters, student attraction and retention, and student admissions. The system becomes a separate budgeted agency that is completely removed from the State Department of Education (SDE). The bill changes its budgeting process by requiring system schools, the superintendent, and the executive director to each create and submit specific budgets for the system, culminating in the executive director's creation and submission of a system-wide operating budget to the Office of Policy and Management (OPM).

Additionally, the bill contains provisions that (1) establish accountability and efficiency mechanisms for the system, (2) require evaluation of existing career technical education standards and curriculum in the system and in local and regional school districts, and (3) modify certification requirements for system teachers in occupational subject areas.

The bill also makes technical and conforming changes (including §§ 21-24, 26-30, 32-36, 38-117 & 120 in their entirety).

\*House Amendment "A" replaces the underlying bill (File 555), which also creates a two-part plan to transition the system to an independent agency. This amendment follows the same timeline but establishes a different agency head (the executive director) and reassigns system oversight responsibilities among the agency head, superintendent, and system board.

EFFECTIVE DATE: Provisions about the first phase of the system transition (§§ 1, 3, 8, 16, 25, 31 & 37), legislative oversight (§ 11), uniform standards and curriculum (§ 13), efficiencies (§§ 15 & 17-19), teacher certification (§§ 118 & 119), and sections strictly containing technical and conforming changes take effect July 1, 2017, except technical and conforming changes to the expulsion statute take effect on August 15, 2017 (§ 76). Provisions about the second phase (§§ 2, 4-7, 9 & 10) and the Auditors of Public Accounts (§ 20) take effect July 1, 2019. Provisions about SDE's review of system admissions policies and academic standards take effect upon passage.

## **§§ 1, 3, 8, 16, 25, 31 & 37 — FIRST TRANSITION PHASE**

### ***System Board (§§ 1 & 3)***

The bill allows the system board to recommend a candidate for system superintendent. Under current law, the education commissioner and the system board jointly recommend a candidate to SBE. For the first phase of the transition, the system board recommends the candidate to the education commissioner. The bill requires the system board to recommend another candidate should the commissioner reject one.

The bill also adds and modifies certain areas of the system board's authority. It gives the board the authority to accept gifts, grants, and donations on behalf of the system, including in-kind donations, designated for the purchase of equipment or materials, the hiring of teachers, or the acquisition of real property and facilities construction.

The bill also allows the system board to enter into a new type of cooperative arrangement with boards of education, private occupational schools, higher education institutions, job training agencies, and employers, in addition to those under current law. This type of arrangement is for the provision of postsecondary education or work experience.

The bill eliminates the system board's current authority to make regulations controlling student admissions to the system schools. It instead allows the board to recommend to the system superintendent policies governing student admissions that comply with state and federal law.

### ***Superintendent (§§ 2 & 3)***

Under the bill, the superintendent appointed by the education commissioner during the first phase of the transition serves a term that expires on June 30, 2020 (i.e., through the first year of the second transition phase). The superintendent is responsible for the system schools' operation and administration, as well as all other matters relating to vocational, technical, technological, and postsecondary education in the system.

The bill allows the system superintendent, in conjunction with the education commissioner, to arrange for training for the system board when it is appropriate to help the board conduct its business.

### ***System Budget (§ 8)***

Through FY 19, the bill requires that the system continue to be budgeted as a separate agency from SDE as under existing law. However, it also requires that the budget contain two new separate accounts: (1) an educational account for educational and school-based accounts and expenditures and (2) a non-educational account.

Additionally, beginning FY 18, the bill requires the governor, when considering budgetary rescissions for executive branch agencies, to prioritize the system's educational and instructional staffing needs, as identified in the annual statement submitted by the system superintendent. The bill also requires that every effort be made to avoid impairing the system's educational mission and interrupting instructional time during this consideration.

### ***State Board of Education Representation (§§ 1 & 37)***

It is unclear under the bill whether the system superintendent or the system board chairperson must serve as an ex-officio, non-voting member of SBE as of July 1, 2017 (see COMMENT).

### ***Programmatic Offerings (§ 1)***

The bill allows, rather than requires, the system to offer part-time and evening programs in vocational, technical, and technological education and training. It also allows part-time and evening programs in postsecondary education and training.

### ***Bonding Requests (§ 25)***

Current law requires the State Bond Commission to vote on whether to authorize the issuance of at least \$2 million in otherwise unallocated General Assembly-approved bonds for the general maintenance and trade and capital equipment for any school in the system. It also allows the system board chairperson to request bonds in excess of \$2 million if there (1) is a sufficient balance of approved bonds and (2) are pending general maintenance and trade and capital equipment transactions in excess of \$2 million.

The bill allows the system superintendent, rather than the system board chairperson, to make such a request of the commission.

### ***Industry Advisory Committee Representative (§ 31)***

The bill removes the requirement that the labor commissioner consult with the system board chairperson when creating an integrated system of statewide industry advisory committees for each career cluster offered as part of the Technical Education and Career System and the regional community-technical college system. The commissioner must still consult with the system superintendent, however, as required under current law.

### ***Transition Plan (§ 16)***

For FY 18, the bill requires SBE to hire a consultant who will do the following:

1. assist the system board with the development of a transitional plan for the system and
2. identify and provide recommendations about which services could be provided more efficiently through, or in conjunction with, another local or regional board of education, municipality, or state agency through a memorandum of understanding with the system.

By January 1, 2019, SBE must submit to the Education Committee a report on the transition plan and such identified services, along with any recommendations for legislation necessary to implement them.

## **§§ 2-7 & 9-10 — SECOND TRANSITION PHASE**

**Governance (§§ 2, 4 & 7)**

During the second transition phase, the bill establishes the system as an executive branch agency outside of SBE oversight that is governed by an executive director (see § 4 below).

**System Board (§§ 3 & 5)**

**Membership.** During the second phase of the transition, the bill reconstitutes the membership of the 11-member system board. Also, the governor appoints all members, who are subject to General Assembly confirmation or rejection, and appoints the chairperson as under current law and phase 1. Table 1 below compares the reconstituted board with the board membership under current law and the first phase of the transition.

Table 1: System Board Membership

<i>Board Membership under Current Law (CGS § 10-95) and Transition Phase 1</i>	<i>Board Membership under the Bill for Transition Phase 2</i>
Four executives of Connecticut-based employers, nominated by the Connecticut Employment and Training Commission and appointed by the governor	Two executives of Connecticut-based employers, nominated by the Connecticut Employment and Training Commission
Five appointed by SBE	Commissioner of Education, or her designee (ex-officio)
Commissioner of Economic and Community Development	Commissioner of Economic and Community Development, or her designee (ex-officio)
Commissioner of Labor	Commissioner of Labor, or his designee (ex-officio)
	Two with expertise in manufacturing or a trade offered by the system, or who are system alumni
	Four members with unspecified expertise

**Advisory Role.** Under the bill, the system board continues to serve in an advisory capacity to the system as under the first phase of the transition.

During the second phase, the system board advises the superintendent on vocational, technical, technological, and postsecondary training matters. The bill allows the system board to create advisory boards to appoint committees necessary for it to efficiently conduct business. It also allows the system board to recommend policies to the executive director (see § 4 below) and superintendent to (1) attract

and retain students who will pursue careers that meet workforce needs and (2) govern the admission of students to any system school in compliance with state and federal law.

**Student Achievement.** The bill also requires the system board to continue to establish specific achievement goals for students at each grade level in system schools, a duty also required under current law and the first phase of the transition. The board must measure each school's performance and identify a set of quantifiable measures to use. The measures must include factors such as tenth or eleventh grade student performance on the statewide mastery exam (i.e., the SAT), trade-related tests, dropout rates, and graduation rates.

**Superintendent Hiring Process.** The bill allows the system board to recommend a candidate for system superintendent as under the first phase of the transition. For the second phase, however, the system board recommends the candidate to the executive director rather than the education commissioner. The bill requires the system board to recommend another candidate should the executive director reject one.

**Removed Authorities.** The bill transfers from the system board to the executive director the authority to enter into specified cooperative arrangements. It also transfers to the executive director the board's authority to accept gifts, grants, and donations on behalf of the system, but it requires the executive director to consult the board before doing so (see § 4 below).

### **Superintendent (§ 3)**

Under the bill, the superintendent who is appointed by the executive director during the second phase of the transition serves a three-year term that may be extended for no more than three years at any one time. As under the first phase of the transition, the superintendent continues to be responsible for the system schools' operation and administration, as well as all other matters relating to vocational, technical, technological, and postsecondary education in the system.

For the second phase of the transition, the bill transfers from the superintendent to the executive director the authority to arrange for system board training (see § 4 below).

### **Executive Director (§§ 4-6)**

The bill establishes an executive director, who is appointed by the governor, as the head of the system and agency. It gives the executive director the authority to appoint and prescribe the duties of any subordinates, agents, and employees as he or she finds necessary in the conduct of the system.

Under the bill, the system's executive director has the following duties:

1. operation and administration and financial accountability and oversight of the system in matters relating to the central office, system-wide management, and other non-educational matters;
2. organization of the system into bureaus, divisions, and other units as necessary to efficiently conduct system business, which he or she may create, abolish, transfer, or consolidate within the system as necessary;
3. review and approval of all system contracts;
4. establishment of a master system schedule that may be amended;

5. provision of notice to the education commissioner and Education Committee if a system school is on probation or at risk of losing its accreditation from the New England Association of Schools and Colleges (under current law and transition phase one, the commissioner notifies the committee); and
6. communication with the Office of Policy and Management (OPM) secretary to request the creation or filling of staff positions that are included in the system operating budget.

The bill also requires that (1) the review of these staff position requests must prioritize instructional staff requests as identified in the superintendent's annual statement of staffing needs and (2) every effort be made to avoid interrupting instructional time during this review.

Additionally, the bill gives the executive director the authority to do the following:

1. enter into cooperative arrangements with boards of education, private occupational schools, higher education institutions, job training agencies, and employers to provide general education; vocational, technical, technological, or postsecondary education; and work experience;
2. accept gifts, grants, and donations for the system with the system board's approval, including in-kind donations, designated for purchasing equipment or materials, hiring teachers at system schools, or acquiring real property and constructing facilities; and
3. arrange, in conjunction with the superintendent, for training for the system board (which was formerly the superintendent's authority under phase one of the transition).

### **System Budget (§§ 9 & 10)**

The bill makes the system a separate budgeted agency that is completely removed from SDE beginning FY 20. As in the first phase of the transition, the second phase budget must continue to contain two new, separate accounts: (1) an educational account for educational and school-based accounts and expenditures and (2) a non-educational account.

The bill also changes the budgeting process in the second phase of the transition compared to the first phase, particularly regarding (1) operating budgets for individual technical high schools in the system ("school budgets"), (2) the superintendent's creation of a specialized budget for the system ("education budget"), (3) the executive director's central office budget and system operating budget, (4) the submission of budget documents to the General Assembly, and (5) online posting of budget documents.

**School Budgets.** Under current law, each high school in the system must annually submit to the superintendent by July 1 a proposed operating budget for the next school year. The bill renames such budgets "school budgets," which must contain a statement of school staffing needs as under current law. The bill requires the superintendent to use the proposed school budgets to create a school budget for the system (presumably, this is an "education budget" (see below)).

**Education Budgets.** Under current law and the first phase of the transition, the superintendent must submit a proposed operating budget for the system to the system board, which must be approved and then submitted to SBE and OPM. Under the bill, the superintendent must instead prepare and submit an "education budget" to the executive director. The education budget must include (1) the school budget for each system school, (2) a statement of staffing needs for the schools, and (3) educational and school-based accounts and expenditures. The bill defines these expenditures as funds used to (1)

support instruction, programming, and curriculum within the system and (2) purchase supplies and equipment for school instruction.

The bill requires the executive director to review the education budget and include it as part of the operating budget for the system (see below). The executive director must report any financial inconsistencies or irregularities discovered during the review to the OPM secretary, the Department of Administrative Services commissioner, and the Auditors of Public Accounts.

**Central Office Budget.** The bill requires the executive director to prepare the system's central office budget, which must include (1) non-educational and central office accounts and expenditures and (2) a staffing needs statement for the central office. The executive director must include this budget as part of the overall system operating budget.

**Overall System Operating Budget.** Under current law and phase one of the transition, the system board sends the superintendent's proposed system operating budget to SBE for review, and SBE then sends the budget to OPM with comments or recommendations for revisions. Under the bill, the executive director must prepare a system operating budget and submit it directly to OPM in accordance with statutorily-prescribed guidelines.

**Submission of Budget Documents.** The bill requires the executive director, rather than the system board, to submit a copy of the following documents to the Education and Appropriations committees, as required under current law, but not to OPM: (1) an itemized school budget for each system school, including the statement of the staffing needs for each school; (2) the superintendent's education budget; (3) the central office budget, including a statement of the office staffing needs; and (4) the system operating budget.

It also requires the executive director, rather than the superintendent, to semiannually submit the operating budget and expenses for each system school to OPM, the Office of Fiscal Analysis director, and the Education Committee.

**Online Posting of Budget Documents.** The bill requires the executive director to post and update on the system website the system and central office operating budgets for the current school year.

### ***Programmatic Offerings (§ 2)***

The bill specifies that the system, rather than the system board as under current law, offers programs in vocational, technical, technological, and postsecondary education and training.

## **§§ 11, 12 & 20 — ACCOUNTABILITY**

### ***Legislative Oversight (§ 11)***

The bill adds an additional subject to the annual report the superintendent must deliver to the Education, Higher Education and Employment Advancement, and Labor committees. The superintendent must provide information about the system's transition process to becoming an independent agency, including the actions that the system board and superintendent have taken to create a budget process and maintain programmatic consistency for students.

### ***Auditors of Public Accounts (§ 20)***

The bill requires the auditors, as often as they deem necessary to accomplish their statutorily-prescribed duties, to examine the system's records and accounts. The auditors must report their



findings in accordance with their statutorily prescribed duties.

### ***Admissions Policy Review by SDE (§ 12)***

The bill requires SDE to review the system's admissions policy on enrolling students with disabilities and students who are receiving or eligible to receive special education and related services. The review must consider the following:

1. applicable principles of state and federal law,
2. the purposes and public character of the system, and
3. enrollment data of students receiving special education and related services in the system compared to statewide and district averages.

SDE must submit the review, along with recommendations about modifying the admissions policy or any applicable statute or regulation, to the system superintendent, the system board, and the Education Committee by January 15, 2018.

## **§§ 13 & 14 — STANDARDS AND CURRICULUM**

### ***Programs Offered by Boards of Education (§ 13)***

The bill requires SDE to develop and update as necessary, beginning with the 2018-19 school year, uniform standards and curriculum for all career technical education programs offered by local or regional boards of education. It allows the department to adopt the existing uniform standards and curriculum and requires all standards and curriculum to be aligned with professional certification requirements. SDE must (1) make these standards and curriculum available to any board of education that offers a career technical education program and (2) provide technical assistance with their implementation.

### ***Programs Offered by the Technical Education and Career System (§ 14)***

The bill requires SDE to evaluate any existing standards relating to career technical education used by the system, within available appropriations. The evaluation must examine whether the standards are (1) aligned with professional certification requirements and (2) uniform across the system. By October 1, 2018, SDE must report its findings and recommendations to the Education Committee.

## **§§ 15 & 17-19 — EFFICIENCIES**

### ***Partnerships (§ 15)***

The bill requires the system superintendent to consult with each regional community-technical college and the local or regional boards of education in the towns that host a technical high school and offer any career and technical education programs, for the purpose of establishing partnerships, reducing redundancies, and consolidating programmatic offerings.

### ***Inventories (§§ 17 & 19)***

**By the Superintendent.** The bill requires the system superintendent, for FYs 18 and 19, to create and maintain a list that includes an inventory of all technical and vocational equipment, supplies, and

materials purchased or obtained and used to provide career technical education in each system school. It also requires the system board to consult this list at the following times:

1. during the preparation of the system budget;
2. before purchasing or obtaining any new equipment, supplies, or materials; and
3. for the purpose of sharing equipment, supplies, and materials among system schools.

**By the Executive Director.** The bill requires the executive director, beginning in FY 20, to create and maintain a list of all technical and vocational equipment, supplies, and materials purchased or obtained and used to provide career technical education in each system school. The executive director must consult this list at the following times:

1. during the preparation of the system budget;
2. before purchasing or obtaining any new equipment, supplies, or materials; and
3. for the purpose of sharing equipment, supplies, and materials among technical education and career schools.

**By SBE.** The bill expands SBE's list of duties in current law to include establishing and keeping an inventory account of real state property and personal state property having a value of \$1,000 or more; securing such inventory to prevent theft or loss; and establishing controls over the disposal of such inventory. (As a state agency, SBE is already required to do this under existing law (CGS § 4-36).)

### **Staff Training (§ 18)**

The bill requires SDE, for FYs 18 and 19, to do the following:

1. provide training to individuals who are employed by the department within the system who will be responsible for performing central office and administrative functions for the system on and after July 1, 2019 (i.e., phase two of the transition) and
2. identify individuals within the system who can be trained to perform multiple functions or responsibilities for the system.

### **§§ 118 & 119 — TEACHER CERTIFICATION**

The bill requires SBE, upon receiving a proper application, to issue an initial education certificate (i.e., an entry-level certificate) to any applicant in the occupational subject endorsement area for vocational-technical schools who has completed six years of work experience in the field for which the certificate is to be endorsed. Work experience may include apprenticeship experience, as long as the applicant meets the teacher certification statutory requirements and state teacher certification regulation requirements.

The bill also requires SDE to provide information and guidance to such applicants about how to present evidence of meeting the requirements in the teacher certification statute and state regulation when the applicant has completed an online program of study. SDE must make this information and guidance available on its website.

### **COMMENT**

***Conflicting System Representation on State Board of Education***

Section 1 of the bill requires the system board chair to serve as a nonvoting ex-officio member of SBE, while Section 37 deletes that requirement in a different statute and instead requires the system superintendent to serve in that same position. Both the Section 1 and Section 37 requirements have the same effective date (July 1, 2017).

**BACKGROUND*****Related Bill***

sSB 950 (File 531, passed by the Senate) reduces, from eight to five years, the amount of industry experience a person needs to receive an initial educator certificate to teach an occupational subject at a technical high school.

**COMMITTEE ACTION**

Education Committee

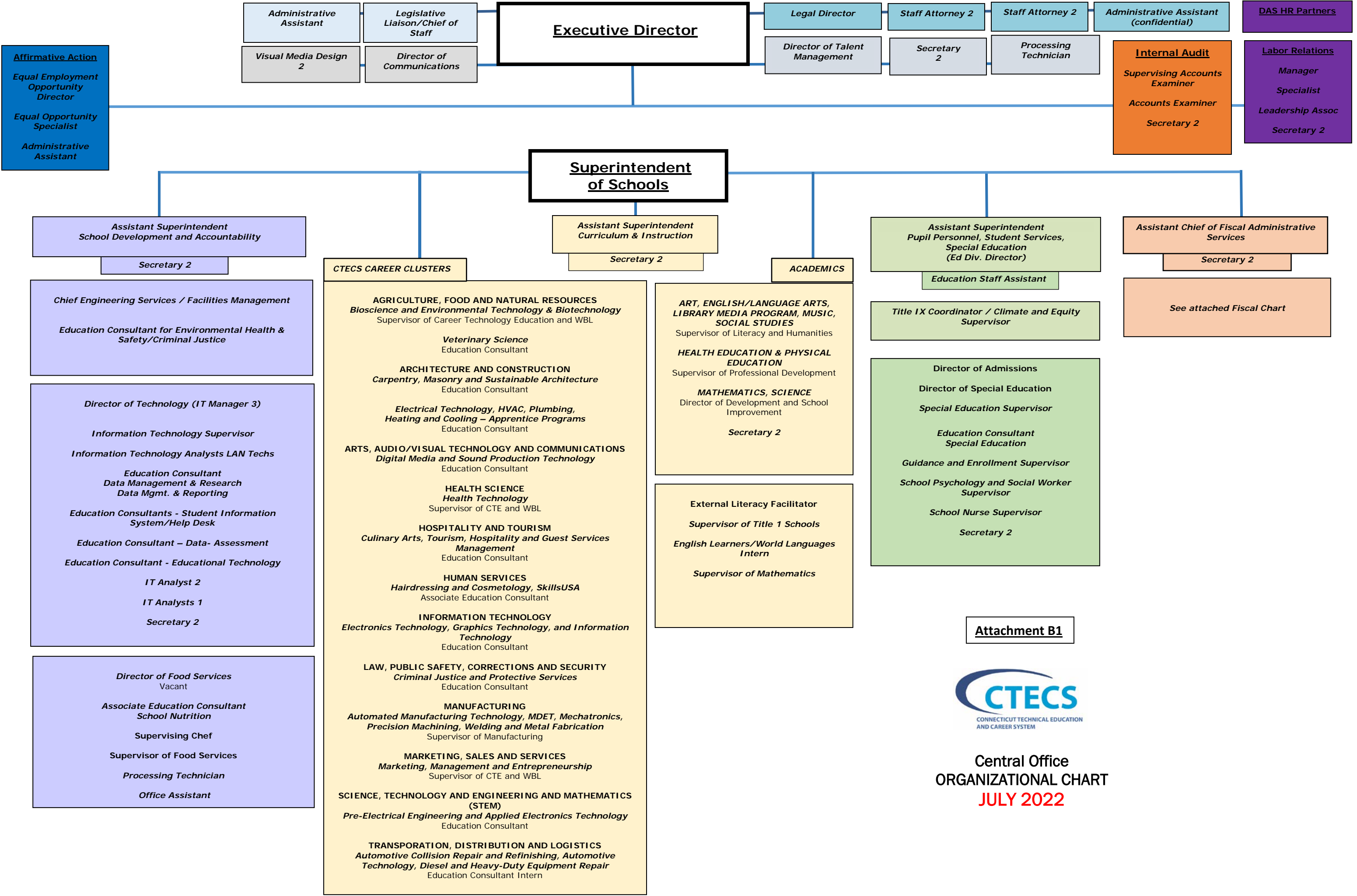
Joint Favorable Substitute

Yea 23      Nay 13      (03/22/2017)

Appropriations Committee

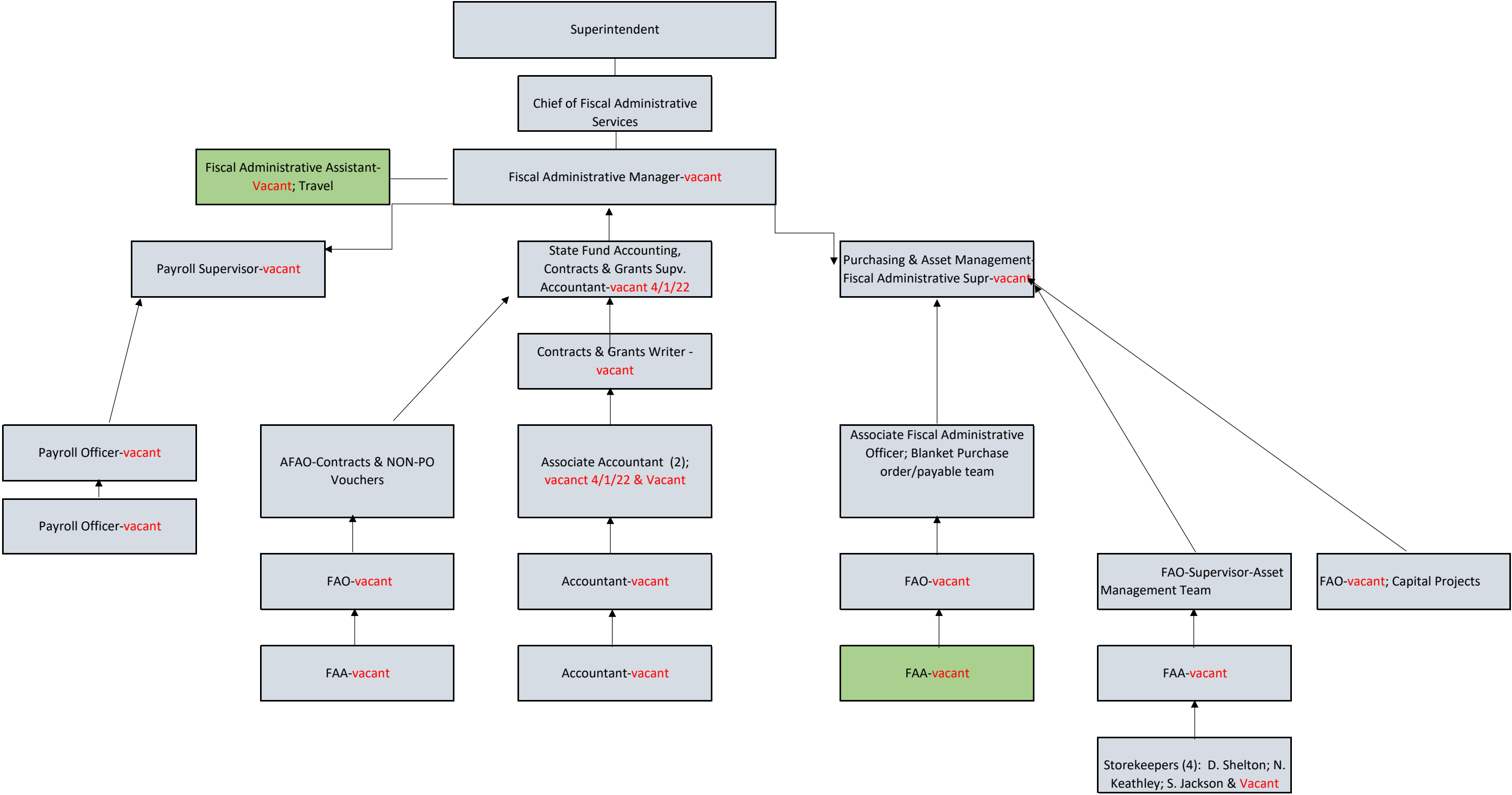
Joint Favorable

Yea 35      Nay 11      (05/12/2017)



CTECS FISCAL SERVICES BUREAU  
7-1-22

Attachment B2



**Timeline for Transition**

Timing	Action	Public Act	C.G.S. §	Status	Comments
Until FY ending 06-30-2022	CTECS is a separate budgeted agency within SDE	17-237 §8 18-182 §8 19-117 §274	10-99f	Completed	Separate education account for school-based expenditures and non-educational account.
10-31-2017	CTECS offers “full-time, comprehensive secondary education”	17-237 § 2; amended by Sp. Act 17-2 §§ 72 & 73; 19-117 §281	10-95	Completed	This is an ongoing obligation.
10-31-2017	Superintendent to consult with regional community tech colleges and LEAs doing tech programs to seek partnerships	17-237 §15; Sp. Act 17-2 §78	10-98b	Completed	This is continuing effort. Career Academies with LEAs and MOUs with community colleges. Purpose is to reduce redundancies and costs.
Until 06-30-2022	SBE maintains CTECS with CTECS board and Superintendent	17-237 §1 amended by Sp. Act 17-2 §72	10-95	Completed	
By 01-15-2018	SDE reviews admissions policy	17-237 §12	Not codified	Completed	Following the SDE report in August of 2018, CTECS has continued to revise admissions policy and procedures.

Timing	Action	Public Act	C.G.S. §	Status	Comments
Until FY ending 06-30-2022	SDE trains CTECS staff who will be responsible for performing central office and administrative functions when independent	17-237 §18 amended by 18-182 §12 19-117 §279	Not codified	Ongoing	“For the fiscal years ending June 30, 2018 to June 30, 2022, inclusive, the Department of Education shall (1) provide training to those persons employed by the department within the Technical Education and Career System who will be responsible for performing central office and administrative functions for the system on and after July 1, 2022, and (2) identify those persons within the system who can be trained to perform multiple functions or responsibilities for the system.”
Until FY ending 06-30-2022	SBE hires Consultant to assist in transition	17-237 §16 18-182 §11 19-117 §278	Not codified	Completed	
By 11-15-2018 and annually thereafter	Superintendent submits report to joint committee of General Assembly having cognizance over “education, higher education and employment	17-237 11 and 59; amended by 18-103 and 18-139	10-95h	Ongoing	Labor Commissioner submits report too; Superintendent’s report includes curriculum, employment status of graduates, resources, recommendations,

Timing	Action	Public Act	C.G.S. §	Status	Comments
	advancement and labor.” By 11-30, joint committee meets with CTECS board Chair and Superintendent				staffing, transition process.
01-01-2019	CTECS Board and Superintendent submit plan to address technical education training and work experience for children in post-conviction justice system custody	18-31 §5	10-95t	Ongoing	This plan may be incorporated into the biennial report required under CGS 10-95k.
By 01-01-2020 and every 5 years thereafter	CTECS board adopts long range plan of priorities and goals	17-237 §60	10-95i	Completed	This is an ongoing obligation. The elements of the plan require, among other things, evaluation of trade programs and consideration of new trade programs.
01-01-2022	SBE submits report on transition plan and identified services and recommendations for legislation to implement plan	17-237 §16 amended by 18-182 § 11 19-117 §278	Not codified	Report in January 2022	SBE report submitted to joint standing committee of the General Assembly having cognizance in matters relating to education in accordance with Conn. Gen. Stat. 11-4a
07-01-2022	CTECS is officially a separate agency	17-237 §2 amended by Sp. Act 17-2 §72 and 73; amended	10-95	Effective July 1, 2022	New provisions of Conn. Gen. Stat. 10-95 go into effect July 1, 2022.



Timing	Action	Public Act	C.G.S. §	Status	Comments
		by 18-182 §18 19-117 §281			
FY ending 06-30-2023 (07-01-2022)	Budget preparation process changes to include Executive Director	17-237 §10 18-182 §17 19-117 §276	10-99g	Effective July 1, 2022	Schools submit to Superintendent who prepares budget and submits to Executive Director who submits to OPM and joint committee having cognizance over "education and appropriations and the budgets of state agencies."
07-01-2022	Auditors of Public Accounts shall audit CTECS as deemed necessary	17-237 §20 18-182 §17 19-117 §280	10-99i	Effective July 1, 2022	
07-01-2022	Executive Director provision becomes effective	17-237 §4; amended by Sp Act 17-2 §74 and 18-182 §19 19-117 §282	10-95r	Effective July 1, 2022	
07-01-2022	CTECS Board reconstituted	17-237 §5; amended by 18-182 §17 19-117 §280	10-95s	Effective July 1, 2022	

Timing	Action	Public Act	C.G.S. §	Status	Comments
FY ending 06-30-2023 (07-01-2022) and thereafter	CTECS a separate budgeted agency	17-237 §9; 18-182 §9 19-117 §275	10-99f	Effective July 1, 2022	
FY ending 06-30-2023 (07-01-2022) and thereafter	CTECS Exec Director maintains inventory list of all “technical and vocational equipment, supplies, and materials purchased or obtained and used” in the provision of CTE	17-237 §17 amended by 18-182 §10 19-117 §277	10-99h (a) and (b)	Effective passage	Exec Director to consult inventory when preparing budget, prior to purchasing new supplies and to share supplies among CTECS schools
07-01-2023	CTECS board recommends Superintendent candidate to Exec Director	17-237 §3 amended by 18-182 §7; 19-117 §273	10-95q	Effective passage	

## CTECS Positions Required to Function as an Independent Agency

## Attachment D

Central Office Administrative Staffing Needs	Number of Staff	Estimated Salary	Total Cost
<b>Office of the Executive Director</b>			
Executive Director	1	175,000	
Chief of Staff/ Legislative Liaison	1	120,000	
<b>Subtotal</b>	<b>2</b>	<b>295,000</b>	<b>295,000</b>
<b>Legal Office</b>			
Staff Attorney 2	1	102,819	
Administrative Assistant	1	46,721	
<b>Subtotal</b>	<b>2</b>	<b>149,540</b>	<b>149,540</b>
<b>Labor Relations</b>			
Secretary 2	1	46,721	
<b>Subtotal</b>	<b>1</b>	<b>46,721</b>	<b>46,721</b>
<b>Fiscal Office</b>			
Grant Writer	1	50,000	
FAA for Travel	1	45,000	
FAA for Blanket Purchase Orders	1	45,000	
<b>Subtotal</b>	<b>3</b>	<b>140,000</b>	<b>140,000</b>
<b>Office of Internal Audit</b>			
Supervisory Account Examiner	1	80,000	
Account Examiner	1	68,000	
Secretary	1	46,000	
<b>Subtotal</b>	<b>3</b>	<b>194,000</b>	<b>194,000</b>
<b>Totals</b>	<b>11</b>		<b>825,261</b>

## Legislative Recommendation - 2022 Session

<b>Title of Proposal:</b> An Act Concerning the Connecticut Technical Education and Career System
<b>Statutory References:</b> Conn. Gen. Stat. 10-4r, 10-9, 10-13, 10-55, 10-74d, 10-76q, 10-95a, 10-95e, 10-95h, 10-95j, 10-95l, 10-95m, 10-95o, 10-95q, 10-95r, 10-95s, 10-96c, 10-97, 10-97a, 10-97b, 10-98a, 10-98b, 10-99, 10-99h, 10-183b, 10-183n, 10-183v, 5-177, 5-198, 5-242
<b>Proposal Summary:</b> On July 1, 2022, CTECS becomes an independent state agency. This proposal supports CTECS transition by making technical revisions that remove obsolete provisions, ensure internal consistency and establish clarity in role of CTECS executive director and board in the general statutes related to education (Title 10) and state personnel (Title 5).

### PROPOSAL BACKGROUND

These changes are necessary to support CTECS' separation from SDE and ensure consistency and coherence in various provisions of the general statutes. If this proposal were not enacted in law this session, there would be numerous sections of the general statutes that would continue to impose obligations upon the State Board of Education regarding the operations of CTECS that should properly be done by CTECS. In addition, there are a number of statutory provisions that would inadvertently no longer apply to CTECS employees, by virtue of no longer being employed by SDE.

### **An Act Concerning the Connecticut Technical Education and Career System**

Section 1 - Section 10-4r of the general statutes is repealed in its entirety (*Effective July 1, 2022*):

[§ 10-4r. Recommendations re definition of attendance region for Technical Education and Career System]

[On or before July 1, 2011, the State Board of Education shall develop recommendations regarding the definition of region for purposes of attendance in the Technical Education and Career System. The board shall submit such recommendations, in accordance with the provisions of section 11-4a, to the joint standing committee of the General Assembly having cognizance of matters relating to education.]

Section 2 - Subsection (b) of section 10-9 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-9. Bequests for educational purposes

(b) Notwithstanding the provisions of subsection (a) of this section, the State Board of Education may receive in the name of the state any money or property given or bequeathed to the State Board of Education [or to any of the technical education or career schools]. Said board shall transfer any such money to the State Treasurer who shall invest the money in accordance with the provisions of section 3-31a. Said board may use any such property for educational purposes.

Section 3 - Section 10-13 of the general statutes is repealed in its entirety (*Effective July 1, 2022*):

[§ 10-13. Appointment of physicians for technical education and career schools]

[The State Board of Education may appoint one or more school physicians for the Technical Education and Career System and shall provide such physicians with suitable facilities for the performance of such duties as it prescribes.]

Section 4 - Section 10-55 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-55. Pupils to attend regional school

No pupil from any town belonging to a regional school district shall, at the expense of such town, attend any other school in lieu of that provided by said district except a technical education and career school operated by the Technical Education and Career System established pursuant to section 10-95 or approved by the State Board of Education, unless his attendance at such other school is approved by the regional board of education.

Section 5 - Subsection (c) of section 10-74d of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-74d. Grants for interdistrict cooperative programs

(c) The Department of Education may retain (1) up to one per cent of the amount appropriated for interdistrict cooperative grants pursuant to this section for state-wide technical assistance, program monitoring and evaluation, and administration, and (2) up to one per cent of such amount for use by the Technical [High School] Education and Career System for interdistrict summer school, weekend and after-school programs.

Section 6 - Subsection (a) of section 10-76q of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-76q. Special education at technical education and career schools

(a) The [State Board of Education, in accordance with regulations adopted by said board,] Technical Education and Career System established pursuant to 10-95 of the general statutes shall: (1) Provide the professional services necessary to identify, in accordance with section 10-76a, children requiring special education who are enrolled at a technical education and career school; (2) identify each such child; (3) determine the appropriateness of the technical education and career school for the educational needs of each such child; (4) provide an appropriate educational program for each such child; (5) maintain a record thereof; and (6) annually evaluate the progress and accomplishments of special education programs provided by the Technical Education and Career System.

Section 7 - Section 10-95a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

10-95a. Student activity programs at technical education and career schools

The [State Board of Education] Technical Education and Career System shall establish a student activity program at each technical education and career school. Such programs shall consist of athletic and nonathletic activities. State funds may be expended for the purposes of this section.

Section 8 - Section 10-95e of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95e. Vocational Education Extension Fund. Apprenticeship account

(a) The [State Board of Education] Technical Education and Career System shall establish a Vocational Education Extension Fund. Within said Vocational Education Extension Fund, there is established an account to be known as the “vocational education extension account”. The Vocational Education Extension Fund may include other accounts separate and apart from the vocational education extension account. The vocational education extension account shall be used for the operation of preparatory and supplemental programs, including apprenticeship programs in accordance with subsection (b) of this section, and for the purchase of such materials and equipment required for use in the operation of said programs. All proceeds derived from the operation of said programs and revenue collected for rental or use of school facilities shall be credited to and become a part of the resources of said vocational education extension account, except as provided in subsection (b) of this section. All direct expenses incurred in the conduct of said programs shall be charged, and any payments of interest and principal of bonds or any sums transferable to any fund for the payment of interest and principal of bonds and any cost of equipment for such operations may be charged, against said vocational education extension account on order of the State Comptroller. Any balance of receipts above expenditures shall remain in said vocational education extension account to be used for said program and for the acquisition, as provided by section 4b-21, alteration and repairs of real property for educational facilities for such programs, except such sums as may be required to be

transferred from time to time to any fund for the redemption of bonds and payment of interest on bonds, provided capital projects costing over one hundred and fifty thousand dollars shall require the approval of the General Assembly or, when the General Assembly is not in session, of the Finance Advisory Committee. The Technical Education and Career System board shall fix the tuition fees to be charged students for preparatory and supplemental programs including apprenticeship programs. Not less than half of the tuition fee charged for any apprenticeship program shall be paid by the employer.

(b) The [State Board of Education] Technical Education and Career System shall establish an apprenticeship account within the Vocational Education Extension Fund. All proceeds derived from the operation of apprenticeship programs shall be deposited in the Vocational Education Extension Fund and shall be credited to and become a part of the resources of the apprenticeship account which shall be used for the operation of apprenticeship programs and for the purchase of materials and equipment required for such programs.

Section 9 - Section 10-95h of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95h. Legislative committees to meet to consider issues re the Technical Education and Career System and the state workforce. Required submissions

(a) Not later than November thirtieth each year, the joint standing committees of the General Assembly having cognizance of matters relating to education, higher education and employment advancement and labor shall meet with the chairperson of the Technical Education and Career System board and the superintendent and executive director of the Technical Education and Career System, the Labor Commissioner and such other persons as they deem appropriate to consider the items submitted pursuant to subsection (b) of this section.

(b) On or before November fifteenth, annually:

(1) The Labor Commissioner shall submit the following to the joint standing committees of the General Assembly having cognizance of matters relating to education, higher education and employment advancement and labor: (A) Information identifying general economic trends in the state; (B) occupational information regarding the public and private sectors, such as continuous data on occupational movements; and (C) information identifying emerging regional, state and national workforce needs over the next ten years.

(2) The [superintendent] executive director of the Technical Education and Career System shall submit the following to the joint standing committees of the General Assembly having cognizance of matters relating to education, higher education and employment advancement and labor: (A)

Information ensuring that the curriculum of the Technical Education and Career System is incorporating those workforce skills that will be needed for the next ten years, as identified by the Labor Commissioner in subdivision (1) of this subsection, into the technical education and career schools; (B) information regarding the employment status of students who graduate from or complete an approved program of study at the Technical Education and Career System, including, but not limited to: (i) Demographics such as age and gender, (ii) course and program enrollment and completion, (iii) employment status, and (iv) wages prior to enrolling and after graduating; (C) an assessment of the adequacy of the resources available to the Technical Education and Career System as the system develops and refines programs to meet existing and emerging workforce needs; (D) recommendations to the Technical Education and Career System board to carry out the provisions of subparagraphs (A) to (C), inclusive, of this subdivision; (E) information regarding staffing at each technical education and career school for the current academic year; and (F) information regarding the transition process of the Technical Education and Career System as an independent agency, including, but not limited to, the actions taken by the Technical Education and Career System board and the [superintendent] executive director to create a budget process and maintain programmatic consistency for students enrolled in the technical education and career system. The [superintendent] executive director shall collaborate with the Labor Commissioner to obtain information as needed to carry out the provisions of this subsection.

Section 10 - Section 10-95j of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95j. Information on admissions, faculty and efforts to strengthen public awareness of the technical education and career schools and the role of [school craft committees] Career and Technical Education Advisory Committees

The [State Board of Education] Technical Education and Career System board shall include in the report required pursuant to section 10-95k, a summary of the following:

- (1) Admissions policies for the Technical Education and Career System;
- (2) Recruitment and retention of faculty;
- (3) Efforts to strengthen consideration of the needs of and to develop greater public awareness of the Technical Education and Career System; and
- (4) Efforts to strengthen the role of [school craft committees] Career and Technical Education Advisory Committees and increase employer participation.



Section 11 - Section 10-95l of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95l. Training programs for certified employees

The [Department of Education] Technical Education and Career System shall provide in-service training programs, in accordance with subsection (a) of section 10-220a, for the teachers, administrators and pupil personnel employed in the [Technical Education and Career System] system who hold the initial educator, provisional educator or professional educator certificate. In addition, the [department] system shall provide programs to enhance the knowledge and skill level of such teachers in their vocational or technical field.

Section 12 - Section 10-95m of the general statutes is repealed in its entirety (*Effective July 1, 2022*):

[§ 10-95m. Study of relationship between admissions scores and performance

(a) The Department of Education shall conduct a study of the relationship between admissions scores and performance within the technical high school system using the classes graduating in 2003, 2004 and 2005.

(b) The department shall report periodically, in accordance with this subsection and section 11-4a, on the study to the joint standing committee of the General Assembly having cognizance of matters relating to education.

(1) On or before January 1, 2002, the department shall describe (A) the number and distribution of students by class in each of the technical high schools, (B) the format and contents of the initial data base developed to carry out the study, (C) the measures, such as the scores of students in grade ten or eleven on the mastery examination, under section 10-14n, grade point average, class rank, dropout rates, or trade specific assessment tests, selected to assess the ability of the individual components of the admissions score to predict success in the technical high school, and (D) any other factors the department deems relevant to conducting the study or understanding the results of the study;

(2) On or before January 1, 2003, the department shall present preliminary results of the study based on data analysis through the first quarter of the school year commencing in 2002, including the relevance of the individual components of the admissions score to the assessment measures, and shall provide statistics on the number of students from each class for the classes graduating in 2003, 2004 and 2005 who have withdrawn from a technical high school;

(3) On or before January 1, 2004, the department shall (A) present final results for the class of 2003, including graduation rates and the results of the postgraduation survey, (B) using such results, predict

the probability of a technical high school student's being successful based on the components of the student's admissions score, and (C) evaluate the results and discuss whether it feels any changes are needed in the admissions policies;

(4) On or before January 1, 2005, the department shall present the final results for the class of 2004, and explain any differences between said class and the class of 2003; and

(5) On or before January 1, 2006, the department shall submit its final report, including (A) final results for the class of 2005, (B) using such results, predict the probability of a technical high school student being successful based on the elements of the student's admissions score, and (C) describe any changes it intends to make in the system's admissions policies.]

Section 13 – Section 10-95o of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95o. Closure or suspension of operations of a technical education and career school.  
Development of plan [by State Board of Education]. Transportation of students during closure or suspension of operations

(a) (1) The [State Board of Education] Technical Education and Career System shall not close or suspend operations of any technical education and career school for more than six months unless the Technical Education and Career System board (A) holds a public hearing at the school that may be closed or whose operations may be suspended, (B) develops and makes available a comprehensive plan for such school in accordance with the provisions of subsection (b) of this section, and (C) affirmatively votes to recommend that the executive director close or suspend operations at a meeting duly called. Such public hearing shall be held after normal school hours and at least thirty days prior to any vote of the board pursuant to subparagraph (C) of this subdivision. The executive director shall make the decision to close or suspend operations upon receiving a recommendation from the board.

(2) The [board] executive director shall not extend the closure or suspension of operations of a technical education and career school beyond the period set forth in the comprehensive plan described in subsection (b) of this section unless the board (A) holds another public hearing at a location in the town in which the school is located, after normal school hours and at least thirty days prior to any vote of the Technical Education and Career System board recommending to close or suspend operations [pursuant to subparagraph (C) of this subdivision], (B) develops and makes available a new comprehensive plan for such school in accordance with the provisions of subsection (b) of this section, and (C) affirmatively votes to recommend that the executive director extend such closure or suspension of school operations at a meeting duly called.

(b) The [State Board of Education] executive director of the Technical Education and Career System shall develop a comprehensive plan regarding the closure or suspension of operations of any technical education and career school prior to the public hearing described in subsection (a) of this section. Such comprehensive plan shall include, but not be limited to, (1) an explanation of the reasons for the school closure or suspension of operations, including a cost-benefit analysis of such school closing or suspension of operations, (2) the length of the school closure or suspension of operations, (3) the financial plan for the school during the closure or suspension of operations, including, but not limited to, the costs of such school closure or suspension of operations, (4) a description of the transitional phase to school closure or suspension of operations and a description of the transitional phase to reopening the school, (5) an explanation of what will happen to students currently enrolled at such school during the school closure or suspension of operations, including, but not limited to, available technical education and career schools for such students to attend and transportation for such students to such schools, (6) an explanation of what will happen to school personnel during the school closure or suspension of operations, including, but not limited to, employment at other schools, and (7) an explanation of how the school building and property will be used during the school closure or suspension of operations. The [State Board of Education] Technical Education and Career System shall provide for the mailing of such comprehensive plan to parents and guardians of students enrolled at the school and to school personnel employed at such school, and make such comprehensive plan available on the school's web site at least fourteen days prior to the public hearing described in subsection (a) of this section.

(c) The [State Board of Education] Technical Education and Career System shall be responsible for transporting any student enrolled in a technical education and career school that is closed or whose operations are suspended pursuant to this section to another technical education and career school during such period of closure or suspension of operations, and the board shall be responsible for the costs associated with such transportation

Section 14 – Section 10-95q of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95q. Superintendent of the Technical Education and Career System

(a) (1) [On or after July 1, 2017, until June 30, 2023, the Technical Education and Career System board may recommend a candidate for superintendent of the Technical Education and Career System to the Commissioner of Education. The commissioner may hire or reject any candidate for superintendent recommended by the board. If the commissioner rejects a candidate for superintendent, the board shall recommend another candidate for superintendent to the commissioner. The term of office of the superintendent hired under this subdivision shall expire on June 30, 2023.

(2)] On and after July 1, [2023] 2022, the Technical Education and Career System board shall recommend a candidate for superintendent of the Technical Education and Career System to the executive director of the Technical Education and Career System. The executive director may hire or reject any candidate for superintendent recommended by the board. If the executive director rejects a candidate for superintendent, the board shall recommend another candidate for superintendent to the executive director until a candidate is selected.

(2) The term of office of the superintendent [hired under this subdivision] shall be three years and may be extended by the executive director after consultation with the board for no more than three years at any one time.

(3) (A) No person shall be hired or assume the duties and responsibilities of the superintendent until the executive director receives written confirmation from the Commissioner of Education that the person to be employed is properly certified or has had such certification waived by the commissioner pursuant to provisions of subsection (c) of section 10-157.

(B) The board may recommend and the executive director may hire as acting superintendent a person who is or is not properly certified for a probationary period, not to exceed one school year with the approval of the Commissioner of Education. During such probationary period such acting superintendent shall assume all duties of the superintendent for the time specified and if not properly certified, shall successfully complete a school leadership program, approved by the State Board of Education, offered at a public or private institution of higher education in the state. At the conclusion of such probationary period, the executive director may request the commissioner to grant a waiver of certification for such acting superintendent pursuant to subsection (c) of 10-157, or a one-time extension of such probationary period, not to exceed one additional school year, if the commissioner determines that the executive director has demonstrated a significant need or hardship for such extension.

(b) (1) The superintendent of the Technical Education and Career System shall be responsible for the operation, supervision and administration of the technical education and career schools and all other matters relating to vocational, technical, technological and postsecondary education in the system. The superintendent in consultation with the executive director shall be responsible for developing and revising, as necessary, administrative policies for the operation of the system's schools and programs. Such administrative policies regarding school and program operations shall not be deemed to be regulations as defined in section 4-166 of the general statutes.

(2) The executive director shall evaluate the performance of the superintendent in consultation with the Technical Education and Career System board at least annually in accordance with guidelines and criteria established by the board and the executive director.

Section 15 – Subsections (a) and (e) of section 10-95r of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95r. Executive Director of the Technical Education and Career System

- (a) The Technical Education and Career System shall be under the direction of the executive director of the Technical Education and Career System, whose appointment shall be made by the Governor. Such appointment shall be in accordance with the provisions of sections 4-5 to 4-8, inclusive. Any person appointed to be the executive director shall have experience with educational systems. The executive director of the Technical Education and Career System shall be responsible for the operation, supervision, and administration and the financial accountability and oversight of the Technical Education and Career System in matters relating to the central office, system-wide management and other noneducational matters. The executive director shall organize the Technical Education and Career System into such bureaus, divisions and other units as may be necessary for the efficient conduct of the business of the system, and may, from time to time, create, abolish, transfer or consolidate within the system any bureau, division or other unit as may be necessary for the efficient conduct of the business of the system. The executive director may appoint, and may prescribe the duties of any subordinates, agents and employees as he or she finds necessary in the conduct of the system.

...

- (e) The executive director shall ensure that the superintendent establishes a master schedule for the Technical Education and Career System and may amend such master schedule from time to time.

Section 16 – Section 10-95s of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-95s. Technical Education and Career System board

- (a) The Technical Education and Career System shall be advised by a Technical Education and Career System board. The board shall consist of eleven members and shall include at least the following, (1) two members with experience in manufacturing or a trade offered by the Technical Education and Career System, or who are alumni of the system, (2) two members who are executives of Connecticut-based employers and who shall be nominated by the Governor's Workforce Council, established pursuant to section 31-3h, (3) three other members. Members of the board shall not be

employed by the Technical Education and Career System. The Commissioner[s] of Education, [and] Commissioner of Economic and Community Development, the Labor Commissioner and the Chief Workforce Officer, or their respective designees, shall serve as ex-officio, voting members of the board. Members of the board shall be appointed by the Governor with the advice and consent of the General Assembly, in accordance with the provisions of section 4-7. Any vacancy shall be filled in the manner provided in section 4-19. The Governor shall appoint the chairperson and may remove a member for inefficiency, neglect of duty, or misconduct in office.

(b) The board shall advise the superintendent of the Technical Education and Career System and the executive director of the Technical Education and Career System on matters relating to vocational, technical, technological and postsecondary education and training. The board may create any advisory boards or appoint any committees as it deems necessary for the efficient conduct of its business. The executive director, in conjunction with the superintendent, may arrange for training to be provided to the board at such times, and on such matters, as are deemed appropriate to assist the board in the conduct of its business.

(c) The board may recommend to the executive director and superintendent policies to attract and retain students who will pursue careers that meet workforce needs and govern the admission of students to any technical education and career school in compliance with state and federal law.

(d) The board shall establish specific achievement goals for students at the technical education and career schools [at each grade level]. The board shall measure the performance of each technical education and career school and shall identify a set of quantifiable measures to be used. The measures shall include factors such as the performance of students in standardized academic assessments, [grade ten or eleven on the mastery examination, under section 10-14n,] trade-related assessment tests, dropout rates and graduation rates.

Section 17 – Section 10-96c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-96c. Indemnification of persons making gifts to department or Technical Education and Career System

The [Commissioner of Education] executive director of the Technical Education and Career System may indemnify and hold harmless any person, as defined in section 1-79, who makes a gift of tangible property or properties with a fair market value in excess of one thousand dollars to the [Department of Education or the] Technical Education and Career System for instructional purposes. Any indemnification under this section shall be solely for any damages caused as a result of the use of such tangible property, provided there shall be no indemnification for any liability resulting from (1) intentional or wilful misconduct by the person providing such tangible property to the department or

the Technical Education and Career System, or (2) hidden defects in such tangible property that are known to and not disclosed by the person providing such tangible property to the department or the Technical Education and Career System at the time the gift is made.

Section 18 – Section 10-97a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-97a. Inspection of school buses in operation in Technical Education and Career System

[On or before July 15, 2010, and annually thereafter, the State Board of Education] The Technical Education and Career System shall arrange for the annual inspection, in accordance with the provisions of section 14-282a, of those school buses, as defined in section 14-275, in operation in the Technical Education and Career System.

Section 19 – Section 10-97b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-97b. Replacement of school buses in service in Technical Education and Career System. Report

(a) [On and after July 1, 2010, the State Board of Education] The Technical Education and Career System shall replace any school bus that (1) is twelve years or older and is in service at any technical education and career school, or (2) has been subject to an out-of-service order, as defined in section 14-1, for two consecutive years for the same reason.

(b) [On or before July 1, 2011, and annually thereafter, the superintendent] Annually, the executive director of the Technical Education and Career System shall submit, in accordance with the provisions of section 11-4a, to the Secretary of the Office of Policy and Management and to the joint standing committees of the General Assembly having cognizance of matters relating to education and finance, a revenue and bonding a report on the replacement of school buses in service in the Technical Education and Career System, pursuant to subsection (a) of this section. Such report shall include the number of school buses replaced in the previous school year and a projection of the number of school buses anticipated to be replaced in the upcoming school year.

Section 20 – Section 10-98a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-98a. Workforce needs

The principal of each technical education and career school, or the principal's designee, shall meet with members of the business community, representatives of electric, gas, water and wastewater utilities and representatives from state colleges and universities offering courses in public utility

management within the geographic area served by the technical education and career school to develop a plan to assess workforce needs of the community and such utilities and implement curriculum modifications to address those needs. The executive director may convene regional or statewide meetings to address the workforce needs of utilities.

Section 21 – Section 10-98b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-98b. [Superintendent] Executive director to consult with regional community-technical colleges and certain boards of education re career technical education programs

The [superintendent] executive director of the Technical Education and Career System shall consult with each (1) regional community-technical college, and (2) local or regional board of education (A) for a town in which a technical education and career school is located, and (B) that offers any career technical education programs, for the purpose of establishing partnerships, reducing redundancies and consolidating programmatic offerings and to fulfill workforce needs in the state.

Section 22 – Section 10-99 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-99. Industrial account

The [State Board of Education] Technical Education and Career System shall use the industrial account within the Vocational Education Extension Fund, established in connection with its administration of vocational, technical and technological education and training, as a revolving account in securing personal services, contractual services and materials and supplies, with such equipment as may be chargeable to the cost of a specific production contract or equipment of a nature which may be properly chargeable to the account in general, provided the account shall not incur a deficit in securing equipment which may be properly chargeable to the account in general, in the establishment and continuance of such productive work as such schools perform in connection with the board's educational program for such schools. Claims against the state on behalf of [said board] the Technical Education and Career System shall be paid by order of the Comptroller drawn against said account. The proceeds of all sales resulting from the productive work of the schools shall be paid into the State Treasury and credited to said account. Within ten months after the close of each fiscal period any balance, as of the close of such fiscal period, in excess of five hundred thousand dollars, as shown by the inventory of manufactured articles, material on hand or in process of being manufactured, bills receivable and cash balance, after deduction of obligations, in the industrial account shall revert to the General Fund.



Section 23 – Section 10-99h of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-99h. List re inventory of technical and vocational equipment, supplies and materials

[(a) For the fiscal years ending June 30, 2018, to June 30, 2022, inclusive, the superintendent of the Technical Education and Career System shall create and maintain a list that includes an inventory of all technical and vocational equipment, supplies and materials purchased or obtained and used in the provision of career technical education in each technical education and career school and across the Technical Education and Career System. The board shall consult such list (1) during the preparation of the budget for the Technical Education and Career System, pursuant to section 10-99g, (2) prior to purchasing or obtaining any new equipment, supplies or materials, and (3) for the purpose of sharing equipment, supplies and materials among technical education and career schools.]

[(b) For the fiscal year ending June 30, 2023, and each fiscal year thereafter, the] The executive director of the Technical Education and Career System shall create and maintain a list that includes an inventory of all technical and vocational equipment, supplies and materials purchased or obtained and used in the provision of career technical education in each technical education and career school and across the Technical Education and Career System. The executive director shall consult such list (1) during the preparation of the budget for the Technical Education and Career System, pursuant to section 10-99g, (2) prior to purchasing or obtaining any new equipment, supplies or materials, and (3) for the purpose of sharing equipment, supplies and materials among technical education and career schools.

Section 24 – Subsection (14) of 10-183b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-183b Definitions

(14) “Employer” means an elected school committee, a board of education, the State Board of Education, the Connecticut Technical Education and Career System, the Office of Early Childhood, the Board of Regents for Higher Education or any of the constituent units, the governing body of the Children's Center and its successors, the E. O. Smith School and any other activity, institution or school employing members.

Section 25 – Subsection (20) of 10-183b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-183b Definitions

(20) “Public school” means any day school conducted within or without this state under the orders and superintendence of a duly elected school committee, a board of education, the State Board of Education, the Connecticut Technical Education and Career System, the Office of Early Childhood, the board of governors or any of its constituent units, the E. O. Smith School, the Children's Center and its successors, the State Education Resource Center established pursuant to section 10-4q of the 2014 supplement to the general statutes, revision of 1958, revised to January 1, 2013, the State Education Resource Center established pursuant to section 10-357a, joint activities of boards of education authorized by subsection (b) of section 10-158a and any institution supported by the state at which teachers are employed or any incorporated secondary school not under the orders and superintendence of a duly elected school committee or board of education but located in a town not maintaining a high school and providing free tuition to pupils of the town in which it is located, and which has been approved by the State Board of Education under the provisions of part II of chapter 164, provided that such institution or such secondary school is classified as a public school by the retirement board.

Section 26 – Subsection (26) of 10-183b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

#### **§ 10-183b Definitions**

(26) “Teacher” means (A) any teacher, permanent substitute teacher, principal, assistant principal, supervisor, assistant superintendent or superintendent employed by the public schools in a professional capacity while possessing a certificate or permit issued by the State Board of Education, provided on and after July 1, 1975, such certificate shall be for the position in which the person is then employed, except as provided for in section 10-183qq, (B) certified personnel who provide health and welfare services for children in nonprofit schools, as provided in section 10-217a, under an oral or written agreement, (C) any person who is engaged in teaching or supervising schools for adults if the annual salary paid for such service is equal to or greater than the minimum salary paid for a regular, full-time teaching position in the day schools in the town where such service is rendered, (D) a member of the professional staff of the State Board of Education, the Connecticut Technical Education and Career System, the Office of Early Childhood, or of the Board of Regents for Higher Education or any of the constituent units, and (E) a member of the staff of the State Education Resource Center established pursuant to section 10-4q of the 2014 supplement to the general statutes, revision of 1958, revised to January 1, 2013, or the State Education Resource Center established pursuant to section 10-357a, employed in a professional capacity while possessing a certificate or permit issued by the State Board of Education. A “permanent substitute teacher” is one who serves as such for at least ten months during any school year.

Section 27 – Subsection (a) of section 10-183n of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-183n Duties of teachers' employers. Transmission of deductions

(a) Each employer shall: (1) Before employing a teacher notify such teacher of the provisions of this chapter applicable to such teacher; (2) distribute, post or otherwise disseminate in a timely manner, to teachers in its employ, any notices, bulletins, newsletters, annual statements of account and other information supplied by the board for the purpose of properly notifying teachers of their rights and obligations under the system; (3) furnish to the board at times designated by said board such reports and information as the board deems necessary or desirable for the proper administration of the system; and (4) deduct each month seven and one-fourth per cent of one-tenth of such teacher's annual salary rate as directed by said board and any additional voluntary deductions as authorized by such teacher, except that no deductions shall be made from any amounts received by regularly employed teachers for special teaching assignments rendered for the State Board of Education, the Technical Education and Career System or the Board of Regents for Higher Education unless the salary for such special teaching assignment is equal to or greater than the minimum salary paid for such teacher's regular teaching assignment.

Section 28 – Subsection (b) of section 10-183v of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 10-183v Reemployment of Teachers

(b) A teacher receiving retirement benefits from the system may be reemployed for up to one full school year by a local board of education, the State Board of Education, the Technical Education and Career System, or by any constituent unit of the state system of higher education (1) in a position designated by the Commissioner of Education as a subject shortage area for the school year in which the teacher is being employed, (2) at a school located in a school district identified as a priority school district, pursuant to section 10-266p, for the school year in which the teacher is being employed, (3) if the teacher graduated from a public high school in an educational reform district, as defined in section 10-262u, or (4) if the teacher graduated from an historically black college or university or a Hispanic-serving institution, as those terms are defined in the Higher Education Act of 1965, P.L. 89-329, as amended from time to time, and reauthorized by the Higher Education Opportunity Act of 2008, P.L. 110-315, as amended from time to time. Notice of such reemployment shall be sent to the board by the employer and by the retired teacher at the time of hire and at the end of the assignment. Such reemployment may be extended for one additional school year, not to exceed two school years over the lifetime of the retiree, provided the local board of education (A) submits a written request for approval to the Teachers' Retirement Board, (B) certifies that no qualified

candidates are available prior to the reemployment of such teacher, and (C) indicates the type of assignment to be performed, the anticipated date of rehire and the expected duration of the assignment.

Section 29 – Section 5-177 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 5-177. Credit for out-of-state or foreign service to educational institutions

Any person in the unclassified service employed full time by the Board of Trustees of The University of Connecticut, the State Board of Education, the Technical Education and Career System, the Department of Rehabilitative Services, the Connecticut Agricultural Experiment Station, the American School for the Deaf, the Connecticut Institute for the Blind, the Newington Children's Hospital, the Board of Trustees of the Connecticut State University System or the Board of Trustees of the Community-Technical Colleges, as a teacher or administrator in a position directly involved in educational activities in any state-operated institution or the Board of Regents for Higher Education, who served prior to such person's employment by the state in a full-time teaching, administrative or research position in an educational institution in or under the authority of a state department of education or a department of education for the blind in the United States approved by the Retirement Commission, or who was employed by such institution but served all or part of such service time in a foreign country, for which service such person has received or will receive no retirement benefit or pension, may gain credit for such prior service, not to exceed ten years in the aggregate, by making retirement contributions for each year of such prior service equal to six per cent of such person's annual rate of compensation when such person first became a full-time employee of this state; provided such payment shall be made within one year of such person's first full-time employment with the state, or before July 1, 1968, whichever is later, but for the Board of Higher Education and Technical Colleges, July 1, 1974. When a person who has gained credit for such prior service retires, not more than one year of such service may be counted for each two years of state service; provided, if such person has purchased more of such service than can be counted, refund on the amount paid on the extra years of service shall be made.

Section 30 - Subsection (12) of Section 5-198 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 5-198. Positions exempt from classified service

The offices and positions filled by the following-described incumbents shall be exempt from the classified service:

...

(12) All members of the professional and technical staffs of the constituent units of the state system of higher education, as defined in section 10a-1, of all other state institutions of learning, of the Board of Regents for Higher Education, and of the agricultural experiment station at New Haven, professional and managerial employees of the Department of Education, and the Office of Early Childhood, teachers and administrators employed by the Technical Education and Career System and teachers certified by the State Board of Education and employed in teaching positions at state institutions;

Section 31 – Subsection (a) of Section 5-242 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2022*):

§ 5-242. Appointment and tenure of teachers in state institution schools

- (a) Any board of trustees of a state institution and any state agency other than the State Board of Education or the Technical Education and Career System or the Board of Governors of Higher Education or its constituent units, hereinafter referred to as the “employer”, may authorize the superintendent or supervising agent to employ personnel for unclassified positions requiring a certificate under section 10-145 below the rank of superintendent. Any superintendent or supervising agent not authorized to employ such persons shall submit to such employer nominations for such positions under his jurisdiction and, from the persons so nominated, such employer may employ persons to fill such positions. Such employer shall accept or reject such nominations within one month from their submission. If such nominations are rejected, the superintendent or supervising agent shall submit to such employer other nominations, and such employer may employ persons from among those nominated to fill such positions and shall accept or reject such nominations within one month from their submission. The contract of employment of such unclassified personnel below the rank of superintendent shall be in writing and may be terminated at any time for any of the reasons enumerated in subdivisions (1) to (6), inclusive, of subsection (b) of this section, but otherwise it shall be renewed for a second, third or fourth year unless such employee has been notified in writing prior to March first in one school year that such contract will not be renewed for the following year, provided, upon the employee's written request, such notice shall be supplemented within five days after receipt of such request by a statement of the reason or reasons for such failure to renew. Such employee may, upon written request filed with the employer within ten days after the receipt of such notice, be entitled to a hearing before the board to be held within fifteen days of such request. The employee shall have the right to appear with counsel of his choice at such hearing.