

SUBJECT

Division of Career Technical Education (Division) – Board Policy VII. C. Career Technical Certification, First Reading

BACKGROUND

During the 2026 legislative session, House Bill 832 removed the minimum professional experience hours required for career technical education instructional staff certification in Section 33-2205(6), Idaho Code, and authorized the Board, when acting as the State Board for Career Technical Education, to set variable professional experience hours based on the individual endorsement areas.

Pursuant to Section 33-2205(6), Idaho Code, an individual may qualify for a career technical education certificate through one (1) of three (3) statutory pathways based on industry certification, professional experience, or a baccalaureate degree combined with professional experience. All instructional staff must also complete an educator training program or courses approved by the Division and submit to the criminal history check required by Section 33-130, Idaho Code.

Secondary educators who meet the minimum statutory requirements must also meet the requirements established in IDAPA 08.02.02 prior to being eligible for certification and endorsement. IDAPA 08.02.02 establishes five (5) types of secondary career technical educator certificates: one (1) Career Technical Education Program Administrator Certificate, and four (4) instructional certificates (degree based and industry based).

PROPOSAL

The proposed amendments establish professional experience requirements by endorsement area, add a process for verifying those requirements with industry, and codify current Division practices. Major changes include:

- **Tiered professional experience hours.** Endorsement areas are assigned to one (1) of three (3) tiers based on occupational complexity, ranging from 1,000 to 3,000 hours of industry experience. No endorsement requires more than 3,000 hours.
- **Tables of required hours by endorsement.** Table 1 defines the three tiers and the basis for assignment. Table 2 lists the required minimum hours for each approved endorsement, organized by the six (6) career technical education program areas.
- **Reduced hours for degree-based applicants.** Applicants completing an approved degree-based educator preparation program with a related baccalaureate degree may meet the requirement at fifty percent (50%) of Table 2 hours.
- **Licensed and credentialed occupations.** For endorsement areas requiring a professional license or external credential, such as Cosmetology, Emergency Medical Technician, Electrical, Plumbing, HVAC, Law Enforcement, and Military Science, the credential itself demonstrates occupational competency,

and no additional professional experience hours are required.

- **How experience is documented and credited.** The policy identifies the types of qualifying experience, including paid employment, self-employment, registered apprenticeship, military service, and approved externships; requires that at least one-half of the hours be earned in the five (5) years immediately preceding application; and lists acceptable documentation.
- **Equivalency determinations.** The Administrator may accept a documented combination of experience, coursework, credentials, and portfolio evidence, limited to a twenty-five percent (25%) reduction and not available for licensed or credentialed occupations.
- **Industry partner and employer verification process.** Technical advisory committees and employer surveys are used to confirm that the hours in Table 2 reflect the experience an instructor needs to teach the skills employers require, with recommended adjustments reported to the Board.
- **Three-year evaluation cycle.** The Division will evaluate student outcomes, safety, program quality, and educator workforce data on a three (3) year cycle, reporting annually to the Board during the first three (3) years, to determine the impact of the change in professional experience hours.
- **Adding endorsements to an existing certificate.** Closely aligned endorsement areas require 200 or more hours of professional experience, internship, or externship experience; endorsement areas that are not aligned require the full Table 2 hours.
- **Career technical education program administrator certification.** Current requirements are codified in policy. Secondary requirements remain in IDAPA 08.02.02, and postsecondary administrator certification requirements are established in the Division's postsecondary credential manual.
- **Degree-based program review and approval.** Current practice is codified, including review against the Idaho Core Teaching Standards and the Idaho Foundation Standards for Career Technical Education on a seven (7) year review cycle, with approval recommendations of "Approval," "Conditional Approval," or "Not Recommended for Approval."

IMPACT

Approval of the proposed amendments is the next step in implementing the professional experience hour changes to Section 33-2205, Idaho Code, made by House Bill 832 (2026). Setting the hours by endorsement area is intended to reduce barriers to recruiting industry professionals into career technical education classrooms while maintaining the technical competence needed to teach each program area. The three (3) year evaluation cycle and the industry verification process provide the Board with data to determine whether the hours remain appropriate.

BOARD STAFF COMMENTS AND RECOMMENDATIONS

[Insert]

Board staff recommends approval.

ATTACHMENTS

Attachment 1 – Board Policy VII.C., First Reading

BOARD ACTION

I move to approve the first reading of amendments to Board Policy VII.C. as provided in Attachment 1

Moved by _____ Seconded by _____ Carried Yes _____ No _____

APPLICABLE STATUTE, RULE OR POLICY

Idaho Code § 33-2201, 33-2203, and 33-2205

IDAPA 08.02.02

Board Policy VII.C.

REFERENCE

August 2025	Board approved first reading of proposed amendments, adding one new Aviation endorsement area, and making technical corrections.
October 2025	Board approved second reading of proposed amendments, adding one new Aviation endorsement area and making technical corrections.
June 2026	Board approved first reading of proposed amendments to Board Policy VII.C .updating industry based endorsement language
August 2026	Board approved second reading of proposed amendments and approved the temporary rule amendments to IDAPA 08.02.02, removing references to professional experience hours.