

Internal  
Audit  
Report

*Division of Curriculum and Instruction – Department of Teaching  
and Learning*

**CTE & Fine Arts: CTE Accreditation  
Process Audit**

*December 2023*



**Education for a Lifetime**



Baltimore County Public Schools  
Office of Internal Audit

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**Executive  
Summary**  
December 2023

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**CTE & Fine Arts: CTE Accreditation  
Process Audit**

**Background**

The Maryland State Department of Education (MSDE) determined that three CTE programs in the state are accredited. The Office of Career and Technical Education (CTE) oversees the accreditation process for eligible CTE programs.

**Objective**

The audit objective was to determine if eligible BCPS CTE programs are properly accredited.

**Results in Brief**

The results of Internal Audit's review disclosed no reportable issues with the CTE accreditation process.

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## BACKGROUND

### *CTE Accreditation*

The Maryland State Department of Education (MSDE) determined that three CTE programs in the state are accredited<sup>1</sup>:

- Automotive service technology by the Automotive Service Excellence program (ASE).
- Culinary arts and baking & pastry arts by the American Culinary Foundation program (ACF).
- Graphic/print communication technology by the Print-Ed program.

The Office of Career and Technical Education (CTE) oversees the accreditation process for eligible CTE programs.

## COMMENDATIONS

### *Standard Operating Procedure (SOP)*

There is a detailed SOP for managing the accreditation process before, during, and after the visit by the accrediting body.

### *CTE Programs Are Properly Accredited or Are Scheduled for Accreditation*

In the school year 2022-2023, Sollers Point Technical High School and Western School of Technology received ASE accreditation for the automotive maintenance and light repair program.

The accreditation schedule for school year 2023-2024 and 2024-2025 is as follows:

School	School Year	Accreditation
Sollers Point Technical High School	2023-2024	ACF – Baking and Culinary
Kenwood High School	2023-2024	Print-Ed – Graphic/Print Communication
Western School of Technology	2023-2024	Print-Ed – Graphic/Print Communication
Eastern Technical High School	2024-2025	ACF – Culinary
George Washington Carver Center for Arts and Technology	2024-2025	ACF – Culinary
Milford Mill Academy	2024-2025	ASE - Automotive

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<sup>1</sup> The Junior Reserve Officers' Training Corps (JROTC) programs have a routine annual inspection conducted by JROTC personnel that is separate from the accreditation process used by industry groups and excluded from this review.

## RESULTS

There were no reportable issues noted. The Office of Internal Audit determined that eligible BCPS CTE programs are properly accredited.

## OBJECTIVE, SCOPE & METHODOLOGY

**Objective** To determine if eligible BCPS CTE programs are properly accredited.

**Scope** The audit period is FY 23.

**Methodology** To achieve the audit objectives, we performed the following:

- Discussed CTE accreditation with CTE staff to ensure an understanding of the process.
- Reviewed SOP for accreditation process.
- Identified CTE programs that must be accredited by confirmation with MSDE personnel.
- Reviewed accreditation schedule.
- Reviewed accreditation reports.