NCTEF Board of Directors' Meeting
STATE USE POLICY – KNOWLEDGE AND SKILL STATEMENTS
Saturday, April 8, 2006

Below is an excerpt from the Clusters' Business Plan. The bold language is new language staff developed in response to the Board's January conference call.

Use of Knowledge and Skills Statements

A critical element of this business plan is helping the States Career Clusters' Initiative achieve fiscal solvency. An important factor in accomplishing this goal is licensing the use of the Career Cluster foundation and pathway knowledge and skills statements. These knowledge and skill statements are owned by the States' Career Clusters Initiative (NASDCTEc/NCTEF) and, as such, their use in any way, directly or indirectly, must be authorized. These licensing agreements will be managed through contracts and memoranda of understanding, approved by the Task Force.

Any entity that wishes to use the States' Career Clusters Initiative Cluster foundation and/or pathway knowledge and skills statement in the creation of a product or service must request permission. Permission is required for direct or derivative products. This permission will be granted by the Task Force. A memorandum of understanding will be established to articulate the specific permission rights and uses authorized, as well as any revenue sharing that may be required.

If a state, under the authority of the State Director serving as the representative to the NASDCTEc, wants to use the States' Career Clusters Initiative Cluster foundation and/or pathway knowledge and skills statements (or other copyrighted materials) in the creation of a product or service that will NOT be offered for sale (above cost of production and distribution), the State Director must complete, sign and return FORM A to the Career Clusters Office as shown on the form. Appropriate citation, as shown on FORM A, must be used. If the product will be sold (above cost of production and distribution), the state must complete, sign and return FORM B so that an appropriate financial Memorandum of Understanding (MOU) between the state and the States' Career Clusters Initiative can be drafted and signed. The terms of this section are only available to states that have maintained an active, paid membership in NASDCTEc.

FORM A:

State Products/Services NOT Sold Above Cost of Production and Distribution

Please complete the following information and email to ptull@careerclusters.org or FAX to 405.743.6809.

State Name:

State Directors Name:

Title of Product/Service:

Description of Product/Service:

How does the Product/Service use/rely on the Cluster and/or Pathway Knowledge and Skills?

I certify that this Product will not be sold (above cost of production and distribution). I also agree that the citation (as shown and explained on Side 2 of this form) will be used.

_____

State Director's Signature

Date:_____

Cite Source:

Organizations requesting to use Career Clusters icons or other Career Clusters information for educational purposes only, must use the cluster's logo with "States' Career Clusters Initiative, <insert year of permission >, Web site address".

States' Career Clusters Initiative, <insert year of permission>, www.careerclusters.org

FORM B:

State Products/Services Offered "For Sale" (above cost of production and distribution)

Please complete the following information and email to ptull@careerclusters.org or FAX to 405.743.5142.

State Name:

State Directors Name:

Title of Product/Service:

Description of Product/Service:

How does the Product/Service use/rely on the Cluster and/or Pathway Knowledge and Skills?

The Product/Service will be sold for what amount per unit?

What will be your net profit from the sale of one unit (profit above cost of production and distribution)?

This Product/Service will be offered for sale (above cost of production and distribution) and I understand an MOU will need to be drafted to reflect our use of the Knowledge and Skills.

_____

State Director's Signature

Date:_____

Cite Source:

Organizations requesting to use Career Clusters icons or other Career Clusters information for educational purposes only, must use the cluster's logo with "States' Career Clusters Initiative, <insert year of permission >, Web site address".

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