

AGENDA

State Board of Workforce Education and Career Opportunities (SBWECO)

Arkansas Rehabilitation Services
Little Rock, AR

April 2, 2009
9:30 a.m.

- TAB A Action Item – Approval of Minutes of February 5, 2009
- TAB B Action Item – Funding Formula for Adult Education
- TAB C Action Item – Approval of Department of Workforce Education Employee Manual
- TAB D Informational Item – Agency Implementation of American Recovery and Reinvestment Act Stimulus Funding Designated for Arkansas Rehabilitation Services
- TAB E Informational Item – Recognition of Marion Fletchers Induction into the Arkansas Agriculture Hall of Fame

Special Presentation

Director's Report

MINUTES - MEETING OF THE
STATE BOARD OF WORKFORCE EDUCATION
AND CAREER OPPORTUNITIES

February 5, 2009

Chairman Jack Justus called to order the meeting of the State Board of Workforce Education and Career Opportunities (SBWECO) at Arkansas Rehabilitation Services, 26 Corporate Hill Drive, Little Rock, at 9:30 a.m.

A record of member attendance is as follows:

PRESENT

Mr. Jack Justus, Chairman

Mrs. Lucy Ralston

Mr. Richard Smith

Mr. Phil Taylor

Mrs. Martha Dixon

Mr. William L. "Bill" Walker, Jr., Ex-Officio Secretary

Ex-Officio Nonvoting Members

ABSENT

Mr. Justin Mitchell

Mrs. Kathy Scarsdale

Ex-Officio Nonvoting Members

Dr. Ken James

Dr. Jim Purcell

A. ACTION ITEM – APPROVAL OF MINUTES OF DECEMBER 11, 2008

On motion by Mr. Smith and second by Mrs. Ralston, the State Board of Workforce Education and Career Opportunities unanimously approved the minutes of December 11, 2008.

B. ACTION ITEM – AUTHORIZATION OF EXPENSE REIMBURSEMENT AND STIPEND FOR BOARD MEMBERS PERFORMING OFFICIAL BOARD DUTIES

Mr. Charles Brown, associate director for finance, recommended that the State Board of Workforce Education and Career Opportunities approve by a majority vote the authorization of payment to its members a stipend not to exceed eighty-five dollars (\$85) per meeting attended. The Board action will be effective January 1, 2009, (as required by Ark. Code Ann. 25-16-904).

Mr. Brown also recommended that the State Board of Workforce Education and Career Opportunities approve by a majority vote the authorization of expense reimbursement for each board member for performing official board duties. This vote (as required by Ark. Code Ann. 25-16-902) indicates that board members will comply with an expense reimbursement that will not exceed the rate established for state employees by state travel regulations.

On motion by Mr. Smith and second by Mrs. Dixon, the State Board of Workforce Education and Career Opportunities unanimously approved the authorization of expense

reimbursement and stipend for board members performing official board duties.

C. INFORMATIONAL ITEM – ARKANSAS REHABILITATION SERVICES – GENERAL IMPROVEMENT FUNDS RELEASE

John Wright, chief fiscal officer for Arkansas Rehabilitation Services reported stated that pursuant to provisions of Act 1753 of 2007, General Improvement Funds in the amount of \$500,000 were authorized for release for maintenance, renovation, equipping, construction, improvement, upgrade and repair projects for all state-owned real property and facilities.

General Improvement priorities for the Hot Springs Rehabilitation Center include, repair or replacement of the secondary electrical system; repair to the boiler room and eventual replacement of the boilers, and asbestos abatement and removal from one building.

DIRECTOR'S REPORT

- A. Shared the *Workforce Counselor*
- B. Recognized John Davidson, deputy director, who received the Sisyphus Award for promoting career academies in Arkansas
- C. The department's budget was flat-lined – no increases
- D. Shared SB 107, which is an act to prohibit approval of certain cosmetological schools in public educational institutions
- E. Said that the department will seek lottery funding for the Student Loan Forgiveness Program

Announcements

Retirement – Barbara Lewis, Hot Springs Rehabilitation Center, Administrator – Judy Smith has been appointed interim administrator

Retirement – Roy Albert, Assistant Commissioner, Program Planning & Development & Evaluation – Randy Parker has been promoted to the position

Annual SMT Retreat – August 26-28 2009 – TBA

Joint SMT/Managers Meeting, Hot Springs – May 19, 2009

Legislation will be filed to change the agency name from Department of Workforce Education to Department of Career Education

ADJOURNMENT

Mr. Justus adjourned the meeting at 10:50 a.m.

William L. "Bill" Walker, Jr., Ex-Officio Secretary
State Board of Workforce Education
and Career Opportunities

Jack Justus, Chairman
State Board of Workforce Education
and Career Opportunities



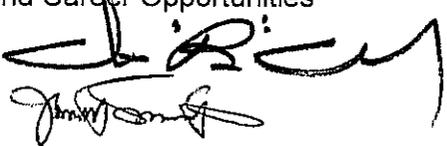
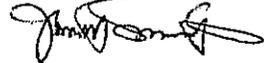
Mike Beebe
Governor

Department
of Workforce Education

William L. "Bill" Walker, Jr.
Director

April 2, 2009

TO: State Board of Workforce Education and Career Opportunities

FROM: William L. "Bill" Walker, Jr., Director 
James H. Smith, Jr., Deputy Director 

SUBJECT: ACTION ITEM – FUNDING FORMULA FOR ADULT EDUCATION

ACTION RECOMMENDED: It is recommended that the State Board of Workforce Education and Career Opportunities approve the new state funding formula for the operation of local adult education programs.

INFORMATION/RATIONALE: The funding formula for local programs has been changed to align with the requirements of the Workforce Investment Act of 1998, Title II, Adult Education and Family Literacy Act by rewarding performance-based criteria as measured by the National Reporting System. The performance-based criteria are outcome measures and participation measures.

DEPARTMENT OF WORKFORCE EDUCATION
ADULT EDUCATION FUNDING FORMULA TASK FORCE

1. OVERVIEW

The available state funding for adult education will be distributed by the State Board of Workforce Education and Career Opportunities through three (3) funding methods:

- (a) Foundation funding for LEAs to provide basic operational funds;
- (b) Performance funding for LEAs to reward the achievement of specific outcomes that correlate to the adult education mission; and
- (c) A set aside to provide funding for the Adult Education Resource Center, GED testing materials, and other purposes as designated by the State Board.

Each year the State Board will determine the amount of the set aside needed, then determine the percentages of available state funding that will be distributed as foundation funding and performance funding.

2. FOUNDATION FUNDING

The purpose of foundation funding is to provide operational funds based on an LEA's average contact hours. An LEA's average contact hours will be calculated annually based on an average of the total number of contact hours for the three (3) immediately preceding fiscal years and used to determine the LEA's pro rata share of available statewide foundation funding as follows:

STEP 1:	Calculate the LEA's Average Contact Hours	Total contact hours for the LEA for the previous 3-year period divided by 3
STEP 2:	Calculate the Statewide Average Contact Hours	Total contact hours for all LEAs for previous 3-year period divided by 3
STEP 3:	Calculate the LEA's percentage of Foundation Funding	Divide the LEA's Average Contact Hours by the Statewide Average Contact Hours
STEP 4:	Determine the LEA's Foundation Funding Amount	Multiply the percentage derived in Step 3 by the total amount of foundation funding

Each LEA will be required to report its contact hours to the Arkansas Department of Workforce Education (ADWE) by September 30 of each year, so that ADWE will have the information it needs to notify each LEA on or before December 30 of each year of the non-binding estimate for the LEA's foundation funding for the following fiscal year.

The Department may review annually the contact hours reported for each educational functioning level and may weight contact hours for ABE and ESL levels as needed to ensure that ABE and ESL students continue to be served according to the Adult Education mission.

3. PERFORMANCE FUNDING

Performance is a measure of how an LEA has met the mission of adult education. Performance funding will be based on the number of students served by the LEA who meet one (1) or more core outcomes in the immediately preceding fiscal year. Each core outcome may be weighted by the State Board and added together to produce a total performance score for the LEA. An LEA will receive an amount of performance funding in proportion to its percentage of the total performance score for all LEAs statewide.

The following core outcomes are authorized to be used to measure performance, but the State Board may determine which measures will be utilized, and will publish annually the core outcomes to be used:

- (a) Received a General Educational Development certificate or a secondary school diploma documenting satisfactory completion of secondary studies;
- (b) Received a certificate awarded by the Workforce Alliance for Growth in the Economy™ (WAGE) or a Career Readiness Certificate (CRC);
- (c) Increased an educational functioning level based on performance. The educational functioning levels are:

ABE Beginning Literacy	Grade Level 0 - 1.9
ABE Beginning Basic Education	Grade Level 2 - 3.9
ABE Intermediate Low	Grade Level 4 - 5.9
ABE Intermediate High	Grade Level 6 - 8.9
ASE Low Secondary	Grade Level 9 - 10.9
ASE High Adult Secondary	Grade Level 11 - 12.9
Beginning ESL Literacy	Student Performance Level 0-1
Low Beginning ESL	Student Performance Level 2
High Beginning ESL	Student Performance Level 3
Low Intermediate ESL	Student Performance Level 4
High Intermediate ESL	Student Performance Level 5
High Advanced ESL	Student Performance Level 6

- (d) Entered employment; or

(e) Are placed in postsecondary education or training.

4. ADULT EDUCATION SET ASIDE

An adult education set aside may provide funding for the Adult Education Resource Center, GED testing materials, and special needs projects. The Department of Workforce Education will determine the amount of set aside funding. Special needs project may be funded through a grant application process, and may include, for example, assistance with (a) a specified level of growth in the number of contact hours experienced by an LEA, (b) an LEA's start up of an off-site or satellite program, or (c) other special needs as determined by the Department.

The Department will determine which special needs projects will be funded. It may approve or disapprove an application for the full amount of a request, or approve an application in an amount less than the amount requested.

DEFINITIONS

"ABE" means adult basic education.

"ASE" means adult secondary education.

"Contact hour" means an hour of instruction or instructional activity the participant receives from the program. Instructional activity includes any program-sponsored activity designed to promote student learning in the program curriculum such as classroom instruction, assessment, tutoring, or participation in a learning lab.

"ESL " means English as a second language; a program for limited English proficient students which focuses on improving English communication skills such as speaking, reading, writing, and listening.

"Entered employment" means the participant entered full- or part-time employment before the end of the first quarter after the program exit quarter.

"Exit quarter" means the quarter in which the participant left the program.

"Local education agency or LEA" means an educational agency at the local level that exists primarily to operate schools or to contract for educational services, including primary and secondary public and private schools.



Department
of Workforce Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

April 2, 2009

TO: State Board of Workforce Education and Career Opportunities

FROM: William L. "Bill" Walker, Jr., Director 

SUBJECT: ACTION ITEM: APPROVAL OF DEPARTMENT OF WORKFORCE
EDUCATION EMPLOYEE MANUAL

ACTION RECOMMENDED: It is recommended that the State Board of Workforce Education and Career Opportunities approve by a majority vote the implementation of the DWE Employee Manual to become effective July 1, 2009.

INFORMATION/RATIONALE: The Department of Workforce Education Employee Manual now includes the division of Arkansas Rehabilitation Services. The department will operate from one standard policy manual.

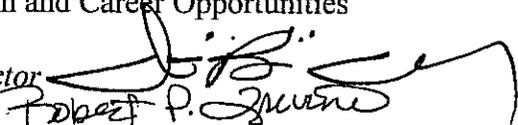
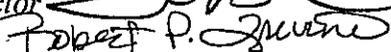


Mike Beebe
Governor

Bill Walker
Director

Department of Workforce Education
Arkansas Rehabilitation Services
Robert P. Treviño, *Commissioner*

TO: State Board of Workforce Education and Career Opportunities

FROM: William L. 'Bill' Walker, Jr., *Director* 
Robert P. Treviño, *Commissioner* 

DATE: April 2, 2009

SUBJECT: INFORMATION ITEM – AGENCY IMPLEMENTATION OF AMERICAN RECOVERY AND REINVESTMENT ACT STIMULUS FUNDING DESIGNATED FOR ARKANSAS REHABILITATION SERVICES

The American Recovery and Reinvestment Act of 2009 (ARRA) provides approximately \$100 billion to stimulate the economy in the short term and at the same time investing in education and essential public services designed to ensure the long-term economic health of the nation. The Arkansas Rehabilitation Services Division has been designated to receive stimulus funding under two grant formulas. First, ARS, as the designated state unit, will receive an estimated \$5.5 million Title I funding and an estimated \$250,000 Title VII funding as part of the direct Vocational Rehabilitation State Grant from the U.S. Department of Education. Second, ARS is expected to receive between \$2,000,000 and \$6,000,000 from the state's allocation of the State Fiscal Stabilization Fund (SFSF) under Governor Beebe's discretion.

ARS will present an update on the federal stimulus guidelines and a recommended plan for implementation.



Department
of Workforce Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

April 2, 2009

TO: State Board of Workforce Education and Career Opportunities

FROM: William L. "Bill" Walker, Jr., Director 
John L. Davidson, Deputy Director for Career & Technical Education 

SUBJECT: INFORMATION ITEM –RECOGNITION OF MARION FLETCHERS
INDUCTION INTO THE ARKANSAS AGRICULTURE HALL OF FAME

The life of Marion Fletcher has defined Arkansas Agriculture Education. Through Marion's leadership during the past four decades, three generation's students have become today's and tomorrow's leaders.

Marion Fletcher has never accepted less than or mediocre. He has held the bar high and has continued to push for greater excellence for both our students and our instructors. This excellence is recognized not only locally but nationally. Marion is the longest serving State Director of Agriculture Education in the nation. Serving longer is not, however, his accomplishment; it is serving better and serving with pride and with a moral value system respected by all.

William L. Walker, Jr., Director of the Arkansas Department of Workforce Education (DWE) and the members of the State Board of Workforce Education and Career Opportunities recognize the accomplishments that Marion has supported in the lives of our students, but also recognize the support Marion has given his fellow employees at DWE and to agriculture instructors across our state. Marion is not only knowledgeable about Agriculture Education, but he excels in his knowledge and understanding of the political processes necessary to the success of agriculture programs and Future Farmers of America (FFA) chapters around the state.

With this in mind, we recognize Mr. Fletcher with this emblem of appreciation and thanks. We can think of no other person as deserving of being recognized as a member of the Arkansas Agriculture Hall of Fame as Marion Fletcher..... Mr. Agriculture Education.