

AGENDA

State Board of Career Education (SBCE)

Ouachita Technical College
1 College Circle
Administration Building, Room A300
Malvern, AR

June 2, 2010
9:30 a.m.

- TAB A Action Item – Approval of Minutes of April 1, 2010
- TAB B Action Item – Adoption of the 2010-2011 Agency Budget
- TAB C Action Item – Revision of Standardized Testing Instruments in the
Adult Education Policy and Procedures Manual
- TAB D Informational Item – Overview of the Eight Programs within the
Special Programs Component of Arkansas Rehabilitation Services

Director's Report

MINUTES - MEETING OF THE
STATE BOARD OF CAREER EDUCATION
9:30 a.m.

April 1, 2010

The State Board of Career Education (SBCE) was called to order by Vice Chairman Phil Taylor. The meeting was held at Arkansas Rehabilitation Services, 525 W. Capitol, Little Rock.

A record of member attendance is as follows:

PRESENT

Mr. Phil Taylor, Vice-Chairman
Mr. Richard Smith
Mrs. Lucy Ralston
Mrs. Martha Dixon
Mr. John Riggs
Dr. Thomas Flowers

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

ABSENT

Mr. Jack Justus, Chairman

Ex-Officio Nonvoting Members
Dr. Tom Kimbrell
Dr. Jim Purcell

A. ACTION ITEM – APPROVAL OF MINUTES OF FEBRUARY 4, 2010

On motion by Mr. Smith and second by Mrs. Ralston, the State Board of Career Education unanimously approved the minutes of February 4, 2010.

B. ACTION ITEM – NORTHWEST TECHNICAL INSTITUTE PROPOSAL TO DEVELOP AND IMPLEMENT A POSTSECONDARY COLLISION REPAIR PROGRAM FOR THE NORTHWEST ARKANSAS COMMUNITY

Ms. Sandra Porter, associate director of workforce training, recommended that the State Board of Career Education approve the proposal of a collision repair program at Northwest Technical Institute.

Ms. Porter informed the board members that the number of motor vehicles increases as the population increases. The need for qualified collision repair technicians to repair these vehicles has risen exponentially along with the growth in population.

Ms. Porter introduced Mr. Eddie Guinn, director of instruction at Northwest Technical Institute, who provided the board additional information on the collision repair program.

Mr. Quinn stated that Northwest Technical Institute will utilize the certification curriculum established by Automotive Service Excellence (ASE) developed by the National Automotive Technical Education Foundation (NATEF) and I-Car. This curriculum requires 1,060 hours of class/lab instruction and prepares students for national certification by both ASE and I-Car. In addition to mastering the technical components of the course, students will be required to show competencies in computer applications, technical mathematics,

and communications. Students will also be required to successfully complete a 160-hour internship in their field.

On motion by Mr. Smith and second by Dr. Flowers, the State Board of Career Education unanimously approved the proposal from Northwest Technical Institute to develop and implement a postsecondary collision repair program.

C. INFORMATIONAL ITEM – CAREER AND TECHNICAL SKILL ATTAINMENT

Mr. John Davidson, deputy director of career and technical education, informed the board members that this year 78 percent of Arkansas schools will enter into improvement plans for career and technical skill attainment. This process is a required Perkins indicator, and all sanction authority rests with the State Board of Career Education under the state's Perkins IV state plan approved three years ago.

Mr. Davidson informed the board members that since 2002, the number of Arkansas secondary students completing a career pathway has increased 134 percent. Even better news is the fact that the number of those career pathway completers going to college has increased by 214 percent; the remediation rate of completers has dropped by 19 percent; and 71 percent of those completers entering college persist to their sophomore year. This persistence rate is 4.7 percent higher than the rate of all Arkansas freshmen.

Mr. Davison also informed the board members that last year, 4,259 career and technical education students who were enrolled in college-based area career centers earned a total of 28,230 concurrent college credit hours. This number reflects a 273 percent increase in college hours earned at college career centers over the last six years.

Mr. Davidson stated that to improve skill attainment there are two suggested strategies schools can adopt. The first strategy is test preparation, which consists of reviewing all objectives that fewer than 70 percent of students have passed and developing techniques to improve student learning in these targeted areas. The second strategy is technical preparation, which is a longer-term effort that emphasizes project-based instruction using learning scenarios that incorporate hands-on, real-life activities where students learn by doing, much as they would on an actual job site. In addition to the suggested strategies of test preparation and technical preparation, local schools may develop additional strategies and submit them for approval.

D. INFORMATIONAL ITEM – SECONDARY CENTER'S FIVE-YEAR ENROLLMENT HISTORY AND THE 2008-2009 CONCURRENT CREDIT REPORT

Ms. Porter presented the board members information on the secondary career centers.

Ms. Porter informed the board members there are 24 secondary area career centers, including 15 college centers, 7 high school centers, and 2 centers operated by educational service cooperatives (DeQueen-Mena and Arkansas River). The goal for the secondary career centers is that they offer high-skill, high-wage, high-demand programs of study that are too expensive or too time-consuming for local high schools to provide. In the 2009-10 school year, 8,846 students from 182 high schools enrolled in 67 programs of study offered by the area centers.

Ms. Porter further stated that 4,259 students earned 28,230 hours of college concurrent credit through secondary area career center courses, representing a \$1.9 million dollar value to Arkansas citizens.

SUSPENSION OF THE RULES FOR PURPOSE OF ELECTION OF OFFICERS

Board Vice Chairman Phil Taylor informed the members that Chairman Jack Justus had retired from the board for health reasons. Mr. Taylor reviewed the process for election of the chairman and vice chairman. Mr. John Riggs moved that the rules be suspended in order to elect officers; Mrs. Martha Dixon seconded the motion. The board unanimously approved to suspend the rules for the purpose of election of officers.

Mr. John Riggs moved that Mr. Phil Taylor be elected chairman; Mrs. Lucy Ralston seconded the motion. Mr. Richard Smith called for a vote on the motion. Board members unanimously approved the election of Mr. Taylor as the new chairman.

Mr. Taylor informed the board that the next order of business would be to elect a vice chairman. Ms. Dixon made a motion nominating Mr. John Riggs as vice chairman, Mr. Smith seconded the motion. Mr. Taylor called for a vote on the motion, and board members unanimously approved the election of Mr. Riggs as the new vice chairman.

DIRECTOR'S REPORT

Mr. Walker stated that it was a sad day when he received Chairman Justus's resignation letter.

Mr. Walker informed the board members that the Department of Career Education staff would like to dedicate the conference rooms at 3 Capitol Mall and 525 W. Capitol to Mr. Justus. Each conference room will be named the Chairman Jack Justus Conference Room, and a plaque recognizing Mr. Justus's service will be placed by the entrance to each conference room.

Mr. Walker told board members that the Workforce Cabinet Directory of Services had been coordinated by the Department of Career Education as a Workforce Cabinet project.

Mr. Walker called the board members' attention to the March 2010 issue of the *Career Counselor* newsletter

The Jobs for Arkansas's Graduates (JAG) Student Leadership Conference was held March 17-18, 2010. Guest speakers included Mr. Martin L. King, III, Governor Mike Beebe, and Mr. Chad Foster. Governor Beebe announced a \$420,000 grant funded jointly through the Governor's Office and the Department of Workforce Services to create a JAG internship program.

Mr. Walker informed the board that Arkansas will be one of approximately 10 states that will participate in a Southern Regional Education Board model curriculum project. Through this initiative, each state will develop a project-based program of study in a technology field, and all curricula developed through the project will be shared among all participating states. Dr. Gene Bottoms, senior vice president of the Southern Regional Education Board, met with key Arkansas educational leaders about the project, and all expressed that they were committed to Arkansas's participation.

Rodney Chandler informed the board about the Arkansas Career Training Institute's renovation project.

Mr. Walker told board members that six new positions have been approved for the Department of Career Education – 3 adult program advisors and 3 auditor positions.

Mr. Walker announced the following dates:

- Friday, April 2, 2010 – Arkansas Career Training Institute Graduation.
- Monday – Thursday, May 17-20, 2010 – Senior Management Team Retreat, Embassy Suites of Northwest Arkansas, Rogers, AR
- Tuesday, May 25, 2010 – Workforce Cabinet Cross Training, Arkansas Rehabilitation Services, 525 W. Capitol Avenue, LR, AR. 8:00 a.m. – 12:00 p.m.
- Thursday, June 3, 2010 – State Board of Career Education Meeting, Camp Couchdale.

ADJOURNMENT

Mr. Taylor adjourned the meeting at 12:10 p.m.

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

Phil Taylor, Chairman
State Board of Career Education



Department of Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

June 3, 2010

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director
C. L. Brown, Deputy Director for Finance

A handwritten signature in black ink, appearing to read "Bill Walker".

CL Brown

SUBJECT: ACTION ITEM – ADOPTION OF THE 2010-2011 AGENCY BUDGET

ACTION RECOMMENDED: It is recommended that the State Board of Career Education approve the 2010-2011 budget as presented.

INFORMATION/RATIONALE: The major budget components include

- Public School Fund – Adult basic and general adult education, workforce coordinators/counselors, new program start-up, adult literacy, and Vocational center aid (state funds).
- Agency Operations (state funds)
- Federally Funded Programs – Federal vocational, Veterans Approving Agency and Adult Education
- Cash-Supported Operations – Verizon Award, LESO program and alternate retirement programs
- Trust Funds – Construction trades training

The budget components funded with state appropriation were developed in a manner consistent with the requirements of the Revenue Stabilization Act and are based on official forecasts.

Budgets are subject to change because of changes in actual revenues, receipts of miscellaneous grants, and authorized reallocation of funds among appropriation and line items. The approved budgets will constitute authority to spend in a manner consistent with applicable state and federal laws and regulations. The Director of the Department of Career Education is authorized to make appropriate corrections and adjustments in accordance with policies and procedures established by the State Board of Career Education.

**Public School Fund
2010-2011
State Funds**

Funding

General Revenue	\$32,284,679
Educational Excellence Trust Fund	\$10,952,069
Public School Fund Balance	\$ 1,020,750
	\$ _____
Total Resources for 2010-2011	\$44,257,498

Programs

200 New Program Start-Up	\$ 2,370,000
201 Vocational Center Aid	\$20,136,383
427 Adult Literacy	\$ 771,113
453 Adult Education	\$19,560,569
Adult Skills	\$ 300,000
681 Special Needs	\$ 1,119,433
	\$ _____
Total	\$44,257,498

**Agency Operations
EGB
2010-2011**

REVENUES

General Revenue	\$3,046,350
Educational Excellence Trust Fund	\$3,286,929
Transfer from Motor Vehicle Commission	\$ 150,000
From Payroll Holding	<u>\$ 404,258</u>
Total Available	\$6,887,537

179 High Tech Scholarships	\$ 10,000
640 Agency Operations	\$4,617,106
Apprenticeship Programs	\$1,611,456
Motor Vehicle Program	\$ 150,000
644 Adult Education Operations	<u>\$ 498,975</u>
Total Budgeted	\$6,887,537

Federal Funded Programs

1. Vocational, Technical & Adult Education – 641	
Operations	\$ 2,324,987
Grants & Aids	\$13,531,376
2. Adult Education – 645	
Operations	\$ 307,646
Grants & Aids	\$ 7,949,060
3. Federal Equipment – 647	
Operations	\$ 6,000
4. Federal Veterans Approving Agency – 649	
Operations	\$ 283,588

Cash Funds

1. Verizon Award – 54X	\$ 129,000
2. LESO Program – 82V	\$ 15,000
3. Alternate Retirement Programs – A88	\$ 122,522

Trust Funds

1. Construction Industry Craft Training – 755	
Operations	\$ 78,703
Grants & Aids	\$ 800,000
2. Housing Construction Loans – 35S	\$ 164,807

PUBLIC SCHOOL FUND 2010-2011

SOURCE OF FUNDING

GENERAL REVENUE	32,284,679
EDUCATIONAL EXCELLENCE TRUST FUND	10,952,069
PUBLIC SCHOOL FUND BALANCE	1,020,750
	<hr/>
	44,257,498

	<u>PROGRAMS</u>	<u>APPROPRIATION</u>	<u>FUNDED</u>
200	New Program Start Up	2,370,000	2,370,000
201	Vocational Center Aid		
	Regular	10,564,586	10,564,586
	Pass Through	9,571,797	9,571,797
427	Adult Literacy	771,903	771,113
453	Adult Education	24,971,953	19,560,569
	Adult Skills	300,000	300,000
681	Special Needs	1,119,433	1,119,433
		<hr/>	<hr/>
		49,669,672	44,257,498

PUBLIC SCHOOL FUND
2010-2011

SOURCES OF FUNDING

GENERAL REVENUE
EDUCATIONAL EXCELLENCE FUND
PUBLIC SCHOOL FUND BALANCE

32,284,679
10,952,069
1,020,750
44,257,498

	<u>APPROP</u>	<u>UNFUNDED</u>	<u>GEN REV</u>	<u>ED EX</u>	<u>FUND BALANCE</u>	<u>FUNDED</u>
200	2,370,000		2,370,000			2,370,000
201	20,136,383		20,136,383			20,136,383
427	771,903	790	771,113			771,113
453	25,271,953	5,411,384	7,887,750	10,952,069	1,020,750	19,860,569
681	1,119,433		1,119,433			1,119,433
	<u>49,669,672</u>	<u>5,412,174</u>	<u>32,284,679</u>	<u>10,952,069</u>	<u>1,020,750</u>	<u>44,257,498</u>

2010-2011 EGB FUNDING

APPROP/CI	AUTH	AMT BUD	GEN REV	ED EX	MV	MERIT
179 30	10,000	10,000	10,000			
640 00	2,830,980	3,049,916	1,008,032	1,675,473	61,641	304,770
01	3,923	3,923	3,923			
03	939,206	948,719	831,001		18,230	99,488
02	699,297	733,297	665,668		67,629	
09	28,751	28,751	28,751			
10	35,000					
47	1,950,000	1,611,456		1,611,456		
48	2,500	2,500			2,500	
644 00	510,373	364,106	364,106			
03	171,430	109,869	109,869			
02	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>			
	7,206,460	6,887,537	3,046,350	3,286,929	150,000	404,258



Department of
Career Education

Mike Beebe
Governor

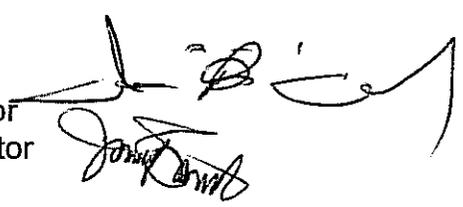
William L. "Bill" Walker, Jr.
Director

June 3, 2010

TO: State Board of Career Education

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

SUBJECT: ACTION ITEM – Revision of Standardized Testing Instruments in the Adult Education Policy and Procedures



INFORMATION/RATIONALE: The levels of performance will be expressed in an objective, quantifiable, and measurable form and will show the progress of the state toward continuously improving in performance. According to the National Reporting System of Adult Education Implementation Guidelines, states must require local programs to measure educational gain with standardized assessments that are appropriate for measuring education gain within the NRS framework and conform to accepted psychometric standards for validity and reliability.

The 2010 changes have been made to comply with guidance from the United States Department of Education, Office of Vocational and Adult Education

STATE OF ARKANSAS



Mike Beebe
Governor

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

Bill Walker
Director

TO: State Board of Career Education

DATE: June 2, 2010

FROM: William L. "Bill" Walker, Jr., *Director, ACE*
Robert Treviño, *Commissioner, ARS*
Jim Moreland, *Associate Director, ARS*

SUBJECT: **INFORMATIONAL ITEM**
OVERVIEW OF THE EIGHT PROGRAMS WITHIN THE SPECIAL
PROGRAMS COMPONENT OF ARKANSAS REHABILITATION
SERVICES (ARS)

The Special Programs section of ARS is composed of 8 programs that provide direct service to a specific population, specialized services, or act as a support program to the ARS Field program. Programs include:

Arkansas Kidney Disease Commission (AKDC)

Provides assistance to Arkansans living with End Stage Renal Disease (ESRD) requiring regular kidney dialysis treatments or who have been the recipient of a kidney transplantation.

Arkansas Governor's Commission on People with Disabilities (AGCPD)

Primary purpose is to assist the Governor in designing and responding to policies that affect the lives of Arkansans living with disabilities, no matter age or disability.

Rehabilitation Initial Diagnosis and Assessment for Clients (RIDAC)

A support program to the ARS Field Program that provides psychological and medical assessment and consultative services to assist the ARS consumer and referring counselor in the areas of program eligibility and individual plan for employment (IPE) development.

Learning and Evaluation Center (LEC)

Functioning as a support program to the ARS Field Program, the LEC provides comprehensive diagnostic and educationally focused psychological and neuropsychological evaluations. The program assists the ARS consumer and referring counselor by addressing complicated diagnostic issues and accommodation needs in the classroom or at work.

Increasing Capabilities Access Network (ICAN)

ICAN provides assistance to Arkansans living with disabilities that are in need of assistive technology (AT) without regard to age, disability status, or economic need. Assistive technology is any type of device or tool that helps a person learn, work, communicate, or live more independently. The program provides expertise regarding the utilization and acquisition of AT either at home, at work, at school, or in the community.

Assistive Technology @ Work (AT @ Work)

A program designed to assist the ARS consumer and the referring counselor in selecting and obtaining the appropriate assistive technology as it relates to work, school, or home. Services offered include evaluation/assessment, assistive technology device training, and technical assistance.

Supported Housing Office (SHO)

Assists Arkansans living with disabilities in obtaining affordable permanent and when needed accessible housing. The SHO staffs the Governor's Task Force on Support Housing. The program has been a leader in the supported housing initiative.

Disability Management/Return-to-Work (DM/RTW)

Provides assistance to state agencies and in certain instances private employers in designing and implementing early return to work programs. Such programs are designed to assist employees who experience injury or illness in returning to the workplace as soon as it is safe and medically feasible.

Board Members will be provided specific information regarding the function of each program and the population served.