

## AGENDA

State Board of Career Education (SBCE)

Hilton Little Rock Metro Center  
925 South University Avenue, Hilton AD  
Little Rock, Arkansas

April 7, 2011  
9:00 a.m.

- TAB A Action Item – Approval of Minutes of December 9, 2010
- TAB B Action Item – Authorization of Expense Reimbursement and Stipend for Board Members performing Official Board Duties
- TAB C Action Item – Appointment of a new member to the State Plumbing Apprenticeship Committee
- TAB D Informational Item – State Improvement Plans for Perkins Performance Indicators
- TAB E Informational Item – Local Targets for Perkins Performance Indicators
- TAB F Informational Item – Local Improvement Plans for Perkins Performance Indicators
- TAB G Informational Item – Update on progress of Southern Region Education Board Curriculum Project, Preparation for Tomorrow, Futures in Science and Technology

Senate Resolution 26 – Honors the hard work and dedication of Mr. Bob Abbott, Arkansas Kidney Disease Commission member, for his idea of the Chain of Life Award recognizing Arkansans who have selflessly donated a kidney to another.

Director's Report

MINUTES - MEETING OF THE  
STATE BOARD OF CAREER EDUCATION  
9:00 a.m.

December 9, 2010

The State Board of Career Education (SBCE) was called to order by Chairman Phil Taylor. The meeting was held at the Metroplex Event Center, 10800 Colonel Glenn Road, Little Rock, AR.

A record of member attendance is as follows:

PRESENT

Mr. Phil Taylor, Chairman	<u>Ex-Officio Nonvoting Members</u>
Mr. John Riggs, Vice Chairman	Mr. William L. "Bill" Walker, Jr.
Mrs. Lucy Ralston	Ex-Officio Secretary
Dr. Thomas Flowers	
Mr. Richard Smith	
Mrs. Martha Dixon	

ABSENT

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

A. ACTION ITEM – APPROVAL OF MINUTES OF OCTOBER 11, 2010

On motion by Mr. Smith and second by Mrs. Ralston, the State Board of Career Education unanimously approved the minutes of October 11, 2010.

ACTION ITEM – APPROVAL OF MEETING DATES FOR 2011

Mr. Taylor recommended that the State Board of Career Education set the following meeting dates for 2011 per A.C.A. 25-6-302:

Thursday, February 3, 2011  
Thursday, April 7, 2011  
Thursday, June 2, 2011  
Thursday, August 4, 2011  
Thursday, October 6, 2011  
Thursday, December 8, 2011

On a motion by Mr. Riggs and second by Mrs. Dixon, the State Board of Career Education unanimously voted to set the following meeting dates for 2011:

Thursday, February 3, 2011  
Thursday, April 7, 2011  
Thursday, June 2, 2011  
Thursday, August 4, 2011  
Thursday, October 6, 2011  
Thursday, December 8, 2011

B. ACTION ITEM – MEMORANDUM OF UNDERSTANDING BETWEEN ARKANSAS TECH UNIVERSITY – OZARK CAMPUS AND THE AREA CENTER AND TECHNICAL CENTER – RUSSELLVILLE SCHOOL DISTRICT TO TRANSFER THE FISCAL AGENCY FROM THE AREA CAREER AND TECHNICAL CENTER – RUSSELLVILLE TO ARKANSAS TECH UNIVERSITY - OZARK

Ms. Sandra Porter, associate director of workforce training, stated that the Area Career and Technical Center (ACTC), Russellville School District, and Arkansas Tech University – Ozark Campus have requested the transfer of the fiscal agency from ACTC to Arkansas Tech University – Ozark Campus. Ms. Porter recommended that the State Board of Career Education approve the transfer.

The transfer will allow Arkansas Tech University – Ozark Campus (ATUOC) to give college credit for technical instruction delivered at ACTC to surrounding school districts, including Russellville, Dardanelle, Atkins, Pottsville, Lamar, Clarksville, Hector, Two Rivers, Western Yell, Dover, and Danville.

On a motion by Mr. Smith and second by Mrs. Dixon, the State Board of Career Education unanimously voted to approve the transfer of the fiscal agency from the Area Career and Technical Center at Russellville to Arkansas Tech University – Ozark.

C. ACTION ITEM – LETTER FROM NORTHWEST TECHNICAL INSTITUTE (NTI) REQUESTING TO BE FISCAL AGENT FOR THE NORTHWEST ARKANSAS REGION OF ARKANSAS DEPARTMENT OF CAREER EDUCATION SECONDARY CAREER EDUCATION

Ms. Sandra Porter, associate director of workforce training, recommended that the State Board of Career Education approve the transfer of the fiscal agency from Northwest Arkansas Community College (NWACC) to Northwest Technical Institute (NTI).

Ms. Porter stated that the Northwest Arkansas Community College Board of Trustees voted to relinquish the Regional Technology Center designation on Monday, Sept. 13, 2010, with an effective date of July 2011. Northwest Technical Institute would be an appropriate fiscal agent for the secondary center since NTI currently teaches two secondary programs (Automotive Service Technology and Collision Repair Technology) through a Memorandum of Understanding with Northwest Arkansas Community College. Northwest Technical Institute's proposal would continue the two programs currently taught on the NTI campus, as well as the cosmetology program currently taught by a private contractor.

Ms. Porter stated that as more facilities become available, additional programs could be added at Northwest Technical Institute.

On a motion by Mrs. Ralston and second by Dr. Flowers, the State Board of Career Education unanimously voted to approve the transfer of the fiscal agency from Northwest Arkansas Community College to Northwest Technical Institute.

D. INFORMATIONAL ITEM – SPECIAL POLICIES AND PROCEDURES FOR SECONDARY TECHNICAL CENTERS

Ms. Sandra Porter advised the board members that the current Special Policies and Procedures for Secondary Technical Centers were adopted in October 2007 and that it has become necessary to make adjustments to and technical corrections in the policies and procedures. Ms. Porter stated that in accordance with the Administrative Procedure Act, a marked-up copy of the policies and procedures will be placed on public review for 30 days.

Ms. Porter stated that upon the completion of the 30-day comment period, the policies will be brought to the State Board of Career Education for approval.

On a motion by Mr. Riggs and second by Mrs. Dixon, the State Board of Career Education unanimously voted to place the marked-up copy of the policies and procedures on public review for 30 days.

## DIRECTOR'S REPORT

Mr. Walker recognized Ms. Susan Harriman, director of policy for the Department of Education.

Mr. Walker told board members that the annual joint staff meeting would be held following the board meeting and that the guest speaker would be Mr. Morrill Harriman, the governor's chief of staff.

Mr. Walker gave board members the agency's first-ever annual report.

Mr. Walker provided the board members a copy of the engineers' report (water study) performed for the Arkansas Career Training Institute (ACTI).

Mr. Treviño provided an update on the armory facility in Hot Springs and plans to acquire the facility to provide more space for ACTI. He also informed the board that the Jonesboro field office has finalized a new lease and will be moving sometime in March.

Mr. Walker informed the board members that he attended a budget meeting with the governor and the governor's chief of staff regarding agency priorities and requests.

Mr. Walker announced the following dates:

- February 3, 2011 – State Board of Career Education meeting

## ADJOURNMENT

Mr. Taylor adjourned the meeting at 10:09 a.m.

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

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Phil Taylor, Chairman  
State Board of Career Education



Department of  
Career Education

Mike Beebe  
*Governor*

William L. "Bill" Walker, Jr.  
*Director*

April 7, 2011

TO: State Board of Career Education

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

Handwritten signatures of William L. Walker, Jr. and C. L. Brown, with the name "C. L. Brown" written in print below the signature.

SUBJECT: ACTION ITEM – AUTHORIZATION OF EXPENSE REIMBURSEMENT  
AND STIPEND FOR BOARD MEMBERS PERFORMING OFFICIAL  
BOARD DUTIES

**ACTION RECOMMENDED:** It is recommended that the State Board of Career Education 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, 2011, as required by Ark. Code Ann. 25-16-904.

It is also recommended that the State Board of Career Education 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.

Per Ark. Code Ann. 25-16-906, no state employee may receive any stipend. Those persons who are paid a salary for serving as a member of a state board shall continue to receive such salary and shall receive no stipend.

**INFORMATION/RATIONALE:** During the 1995 Legislative Session, a special subcommittee of the Joint Budget Committee was formed to study the number and costs of the various boards and commissions required by state law. Act 1211 of 1995 is one result of that study. Every board and commission is to vote during the first regularly scheduled meeting of each calendar year to authorize its members a stipend (if eligible) and to authorize expense reimbursement.

This law also states that travel expense reimbursement for board and commission members will not exceed the rate established for state employees as set forth by state travel regulations.

Department of  
Career EducationMike Beebe  
*Governor*William L. "Bill" Walker, Jr.  
*Director*

April 7, 2011

TO: State Board of Career Education

FROM: William H. "Bill" Walker, Director SUBJECT: ACTION ITEM - APPOINTMENT OF A NEW MEMBER TO THE  
STATE PLUMBING APPRENTICESHIP COMMITTEE

ACTION RECOMMENDED: It is recommended that the State Board of Career Education appoint Mr. Stephen Hayes of Van Buren, Arkansas, to the State Plumbing Apprenticeship Committee (SPAC).

INFORMATION/RATIONALE: Due to a vacancy on the State Plumbing Apprenticeship Committee created by the resignation of Monte Breeden (member filling the at large journeyman position), the committee announced the opening and requested qualified plumbers apply for the vacant position. After announcement of the vacancy, two applicants submitted a letter requesting consideration for appointment. After review, the members of the State Plumbing Apprenticeship Committee voted to recommend Mr. Stephen Hayes as their choice to fill the open position on the committee. The committee now requests that the Board approve this recommendation and appoint Mr. Hayes to fill the open position on the committee. These actions are in compliance with Act 412 of 1991 and Act 1217 of 2003.

Attachment: List of candidates (Stephen Hayes and Delman Burriss) considered by the SPAC.

LIST OF CANDIDATES FOR CONSIDERATION

Mr. Stephen Hayes, Journeyman Plumber  
Plumbers and Steamfitters Local Union 29  
701 Spradley Road  
Van Buren, Arkansas 72956  
479-474-8004

Delman Burris, Journeyman Plumber  
Andrews Plumbing and Heating Company  
P.O. Box 2065  
Fort Smith, AR 72902  
479-769-1322



Department of  
Career Education

Mike Beebe  
*Governor*

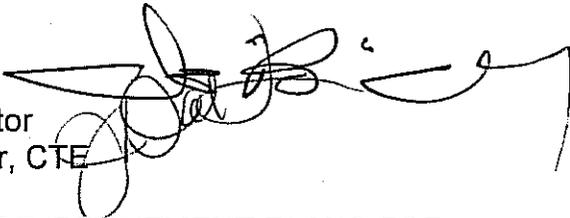
William L. "Bill" Walker, Jr.  
*Director*

April 7, 2011

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director  
John L. Davidson, Deputy Director, CTE

SUBJECT: INFORMATIONAL ITEM – STATE IMPROVEMENT PLANS FOR  
PERKINS PERFORMANCE INDICATORS



Our state is in a second year improvement plan for CTE skill attainment and a first year improvement plan for literacy. Staff will discuss the state's performance and the strategies that we have already implemented as well as additional projects we are planning to continue improvement in these areas.



Department of  
Career Education

Mike Beebe  
*Governor*

William L. "Bill" Walker, Jr.  
*Director*

April 7, 2011

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director  
John L. Davidson, Deputy Director, CTE

SUBJECT: INFORMATIONAL ITEM – LOCAL TARGETS FOR PERKINS  
PERFORMANCE INDICATORS

Some of our districts will be faced with insurmountable challenges to meet the NCLB requirements of adequate annual progress for CTE concentrators on the literacy and math performance indicators for Perkins. While our state will be held to the goals in the state's NCLB workbook for our negotiations with the USDOE Office of Vocational and Adult Education, we plan to hold the districts and consortia to attainable growth levels so they may continue to work hard and see the results of their progress.

The staff will share data with the board members on the growth that has been made by students who are CTE concentrators over the past three years and how their performance compares to all students.



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*Director*

April 7, 2011

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director  
John L. Davidson, Deputy Director, CTE

SUBJECT: INFORMATIONAL ITEM – LOCAL IMPROVEMENT PLANS FOR  
PERKINS PERFORMANCE INDICATORS

Ten districts are in the third year of an improvement plan in one of the performance indicators for Perkins. This status is based on failure to meet performance targets for three consecutive years. We will update the board on our plan to intervene in these programs and their progress.



Department of  
Career Education

Mike Beebe  
*Governor*

William L. "Bill" Walker, Jr.  
*Director*

April 7, 2011

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director  
John L. Davidson, Deputy Director, CTE  
Sandra Porter, Division Manager, Workforce Training

SUBJECT: INFORMATION ITEM -- UPDATE ON PROGRESS OF SOUTHERN REGION  
EDUCATION BOARD CURRICULUM PROJECT, PREPARATION FOR  
TOMORROW, FUTURES IN SCIENCE AND TECHNOLOGY.

INFORMATION/RATIONALE: Arkansas Department of Career Education in partnership with the Southern Region Education Board (SREB) is developing a program of study entitled Futures in Science and Technology in the STEM cluster. This program of study was selected by the Governor's Workforce Cabinet. We have met with our Curriculum Development Committee which consists of participants from STEM industries, two- and four-year institutes, Accelerate Arkansas, East Initiative, Audubon Arkansas, Arkansas Science & Technology Authority, STEM Coalition, Department of Education specialists in math, English and science, and secondary Career and Technical Education (CTE) instructors. A list of participants is attached.

Our initial meeting was held on December 15 and 16 in which we created four teams to develop project-based learning projects for the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades. Each team was instructed to brainstorm 20 projects and then narrow down to 10 for each grade level. We have completed Phase I of our project, which was to describe courses and identify technical and academic standards. We are now moving into Phase II which will include writing assessment specifications, complete skeletal projects with enabling learning activities, develop one full unit of study, and design course syllabi. We have a team of writers from the University of Arkansas which will take the projects as developed by the team and write the curriculum. Our goal is to pilot the 9<sup>th</sup> and 10<sup>th</sup> grade curriculum in the 11-12 school year.