

AMENDED
AGENDA

State Board of Career Education (SBCE)

Camp Couchdale
301 Catherine Park Drive
Hot Springs, Arkansas

June 6, 2013
9:30 a.m.

- TAB A Action Item – Approval of Minutes of April 4, 2013
 - TAB B Action Item – Adoption of the 2013-2014 Agency Budget
 - TAB C Action Item – Rescind Board Approval of a satellite located on the Murfreesboro Campus of Cossatot Community College in Health Science Technology
 - TAB D Action Item – Rescind Board Approval of a satellite located at Clarksville of ATU-Ozark in Health Science Technology
 - TAB E Action Item – Appointment of a New Member to the State Plumbing Apprenticeship Committee
 - TAB F Informational Item – Request to Submit Revised Special Policies and Procedures for Secondary Technical Centers
 - TAB G Informational Item – Request to Submit Revised Policies and Procedures for Career and Technical Education
 - TAB H Informational Item – Funding Formula
 - TAB I Informational Item – Cost of the GED
 - TAB J Informational Item – Sale of the Arkansas Services Center in Jonesboro
- Action Item – Adoption of the 2014 Operational Budget

Director's Report

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

April 4, 2013

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

A record of member attendance is as follows:

PRESENT

Mr. Phil Taylor, Chairman
Mr. John Riggs, Vice Chairman
Ms. Martha Dixon
Ms. Margarita Solórzano
Mr. John Yates
Dr. Ann Bain

Ex-Officio Nonvoting Members

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

ABSENT

Mr. Richard Smith

Ex-Officio Nonvoting Members

Dr. Tom Kimbrell
Mr. Shane Broadway

Director Walker introduced new board member Dr. Ann Bain.

A. ACTION ITEM – APPROVAL OF MINUTES OF FEBRUARY 7, 2013

On a motion by Mr. Riggs and second by Mrs. Dixon, the State Board of Career Education unanimously approved the minutes of February 7, 2013.

On a motion by Mr. Riggs to suspend the rules in order to approve the resolution for acquiring the Jonathan Cheatham U.S. Army Reserve Center and second by Mrs. Dixon, the State Board of Career Education unanimously approved to suspend the rules.

Mr. Robert Treviño, associate director for program planning, development, and evaluation, provided board members a letter to Mr. John Tillery of the Federal Real Property Assistance Division stating the State Board of Career Education's desire to proceed in the acquisition of the Jonathan Cheatham U.S. Army Reserve Center and a resolution to that effect for the board's approval.

On a motion by Mr. Riggs and second by Mrs. Dixon, the State Board of Career Education unanimously approved the resolution for the acquisition of the Jonathan Cheatham U.S. Army Reserve Center.

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

Mr. Taylor recommended that the State Board of Career Education approve by a majority vote the authorization of payment to its members of a stipend not to exceed \$85.00 (eighty-five dollars) per meeting attended.

Mr. Taylor 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 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 a motion by Mr. Riggs and second by Mrs. Solórzano, the State Board of Career Education unanimously approved the authorization of expense reimbursement and stipend for each board member performing official board duties.

C. ACTION ITEM – REQUEST APPROVAL TO MODIFY SECTION I, A. FINANCE OF ACE SPECIAL POLICIES AND PROCEDURES FOR SECONDARY CAREER TECHNICAL CENTERS

Director Walker recommended that the board repeal the “60/40” rule and remove it from the Special Policies and Procedures for Secondary Career Technical Centers:

Director Walker reminded the board members that the 60/40 rule, which was first proposed in 2011, changed the formula used to calculate distribution of funding to secondary career centers as follows: “Centers receiving technical center aid with an enrollment exceeding 60 percent of the total enrollment from any one sending school would not receive funding for those FTEs over the 60 percent threshold.”

This change was reviewed by the Joint Legislative Rules and Regulations Committee and was approved by the State Board of Career Education August 4, 2011. Subsequently, however, in the 2012 Legislative Fiscal Session, Special Language was passed necessitating removal of the 60/40 rule from the Special Policies and Procedures for Secondary Career Technical Centers. The Special Language as passed during the fiscal session reads as follows:

SPECIAL LANGUAGE:

SECTION: SPECIAL LANGUAGE NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW.

SECONDARY TECHNICAL CENTER AID PROVISIONS

(a)(1) Secondary technical center aid shall be calculated and distributed by the Department of Career Education based upon each secondary technical center's eligible student full-time equivalent count.

(2) Secondary technical center aid shall not be based upon the percentage of total enrollment from any one sending school.

(b) This section expires on June 30, 2013.

This language was extended to June 30, 2014.

On motion by Mrs. Dixon and second by Mr. Riggs, the State Board of Career Education unanimously approved the request to repeal the 60/40 rule from the Special Policies and Procedures for Secondary Career Technical Centers.

Dr. Robert Gunter, deputy director of career and technical education, presented to the board members, “Pillars of Transformation – 21st Century CTE.”

DIRECTOR'S REPORT

Jim Smith, deputy director for adult education, provided board members an update on proposed legislative bills relating to the department and adult education.

Director Walker shared with the board members the VISION 2020 booklet.

Mr. Marion Fletcher invited the board members to hold the June 6, 2013, board meeting at Camp Couchdale.

Mr. Walker announced the following dates:

SMT Retreat – June 3 – 6, 2013, Hot Springs
Next SBCE Meeting – June 6, 2013, Camp Couchdale

ADJOURNMENT

Mr. Taylor adjourned the meeting at 11:20 a.m.

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

Phil Taylor, Chairman
State Board of Career Education

STATE OF ARKANSAS



Department of
Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

June 6, 2013

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director
Lorna Claudio, Chief Financial Officer

Handwritten signatures of William L. Walker, Jr. and Lorna Claudio, Chief Financial Officer.

SUBJECT: ACTION ITEM – ADOPTION OF THE 2013-2014 AGENCY BUDGET

ACTION RECOMMENDED: It is recommended that the State Board of Career Education approve the 2013-2014 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 – Winthrop Rockefeller. LESO program and Alternate Retirement Programs
- Trust Funds – Construction Trades Training

The budget components funded with state appropriation were developed in a matter 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
2013-2014
State Funds**

Funding

Public School Fund	\$ 32,284,224
Educational Excellence Trust Fund	\$ 11,974,208
Public School Fund Balance	\$ <u>1,629</u>
Total State Resources for 2012-2013	\$ <u>44,260,061</u>

Programs

200 New Program Start-Up	\$ 2,370,000
201 Vocational Center Aid	\$ 20,136,383
427 Adult Literacy	\$ 773,676
453 Adult Education	\$ 19,560,569
453 Adult Skills	\$ 300,000
681 Special Needs	\$ <u>1,119,433</u>
Total	\$ <u>44,260,061</u>

Agency Operations
EGB
2013-2014

Revenues

General Revenue	\$ 3,756,233
Educational Excellence Trust Fund	\$ 3,593,693
Total Available	<u>\$ 7,349,926</u>

179 High Tech Scholarships	\$ 10,000
640 Agency Operations	\$ 5,175,203
Apprentiship	\$ 1,611,456
Motor Vehicle Program	\$ 2,500
Adult Education Operations	\$ 550,767
Total Budgeted	<u>\$ 7,349,926</u>

Federal Funded Programs

641 Vocational, Technical & Adult Education	
Operations	\$ 3,004,282
Grants and Aids	\$ 12,085,398
Arkansas Works	
Operations	\$ 915,156
Grants and Aids	\$ 2,875,000
645 Adult Education	
Operations	\$ 222,139
Grants and Aids	\$ 6,861,279
647 Federal Equipment & Training	
Operations	\$ 16,700
649 Federal Veterans Approving Agency	
Operations	\$ 312,343
Total Federal Revenue	<u>\$ 26,292,297</u>

Cash Funds

96V Arkansas Works - Career Coaches	\$ 160,000
82V LESO Program	\$ 15,000
A88 Alternate Retirement Program	\$ 122,522
755 Construction Industry Craft Training	
Operations	\$ 84,937
Grants and Aids	\$ 800,000
Total Cash Revenue	<u>\$ 1,182,459</u>

STATE OF ARKANSAS



Department of
Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

June 6, 2013

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director
Dr. Robert Gunter, Deputy Director, CTE
Sandra Porter, Division Manager, Career & Technical Education *pp*

SUBJECT: ACTION ITEM – Rescind Board Approval of a satellite located on the Murfreesboro Campus of Cossatot Community College in Health Science Technology.

INFORMATION/RATIONALE: The satellite request to locate a Health Science Technology Program on the Murfreesboro Campus of Cossatot Community College was approved by the State Board of Career Education on February 7, 2013, with the contingency that the necessary funding would be received during the 2013 Legislative Session. This funding was not received.

RECOMMENDATION: It is the recommendation of the agency that the approval to open a satellite location on the Murfreesboro Campus of Cossatot Community College in Health Science Technology be rescinded.

STATE OF ARKANSAS



Department of
Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

June 6, 2013

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director
Dr. Robert Gunter, Deputy Director, CTE
Sandra Porter, Division Manager, Career & Technical Education

SUBJECT: ACTION ITEM – Rescind Board Approval of a satellite located at Clarksville of ATU-Ozark in Health Science Technology.

INFORMATION/RATIONALE: The satellite request to locate a Health Science Technology Program at Clarksville for ATU-Ozark was approved by the State Board of Career Education on February 7, 2013, with the contingency that the necessary funding would be received during the 2013 Legislative Session. This funding was not received.

RECOMMENDATION: It is the recommendation of the agency that the approval to open a satellite location for ATU-Ozark at Clarksville in Health Science Technology be rescinded.

STATE OF ARKANSAS



Department of
Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

June 6, 2013

TO: State Board of Career Education

FROM: William L. "Bill" Walker, Jr., Director
Dr. Robert Gunter, Deputy Director, CTE
Ray Henson, Associate Director for Workforce Training

A large handwritten signature in black ink, followed by the initials "RH" in a similar style.

SUBJECT: ACTION ITEM - APPOINTMENT OF A NEW MEMBER TO THE
STATE PLUMBING APPRENTICESHIP COMMITTEE (SPAC)

ACTION RECOMMENDED: It is recommended that the State Board of Career Education appoint:

Karen Breashears, to the State Plumbing Apprenticeship Committee (SPAC).

INFORMATION/RATIONALE: Act 200 of 1951 Plumbers Law – The State Board of Workforce Education shall appoint a State Apprenticeship Committee consisting of seven voting members.

STATE OF ARKANSAS



Department of
Career Education

Mike Beebe
Governor

William L. "Bill" Walker, Jr.
Director

May 3, 2013

TO: Director William L. "Bill" Walker, Jr. 
FROM: Randy Prather, Education and Instruction Manager, Apprenticeship Office 
Through: Mr. Ray Hensen, Associate Director, Workforce Training 
SUBJECT: Recommendations for Replacement Appointment to the State Plumbing
Apprenticeship Committee (SPAC) Citizen Member, vacated by Ricky Belk.

During the last SPAC meeting May 2 2013), the committee reviewed Resume' submitted for the Citizen Member position. The following nominee was recommended to fill this position:

- Karen Breashears:

The committee felt that Ms. Breashears is qualified to serve in the vacated position. I have enclosed a copy of the nominee's letter to be reviewed for your convenience.

If you are in need of additional information please contact Randy Prather at 682-1360.

13/RP/251

Enclosures (1)

NATF

National Apprenticeship Training Foundation

March 13, 2013

Bill Stoecker
State Apprenticeship Office
#3 Capitol Mall, Little Rock, AR. 72201

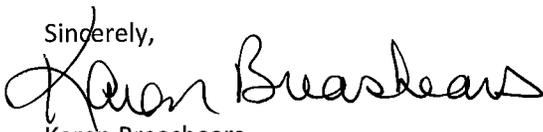
Mr. Stoecker,

Please accept this as my letter of interest for serving on the State Plumbing Apprenticeship Committee. I meet and exceed the requirements to fulfill the at large vacant position.

I have worked diligently for the past 20 years promoting and administering apprenticeship programs throughout Arkansas and surrounding states. I firmly believe apprenticeship programs are the best method of training the future workforce of Arkansas. I have extensive knowledge of Arkansas plumbing laws, Arkansas licensing requirements, and the rules and regulations regarding granting previous credit experience for plumbers. This experience provides me with the general knowledge to serve as a productive member of the State Plumbing Apprenticeship Committee.

I have attached a personal resume for your convenience. I look forward to working with the State Plumbing Apprenticeship Committee. If you have any questions or require additional information please do not hesitate to call or email. Thanks for your consideration.

Sincerely,



Karen Breashears
President
NATF



National Apprenticeship Training Foundation

P O Box 537, Arkadelphia, AR 71923 * Phone: 870-246-0320 * Fax: 870-246-0329

WWW.NATF.US

Karen Breashears
P.O. Box 1452, Arkadelphia, AR 71923
(870) 403-1614

PROFILE

Proven leader with record of success in developing, managing, presenting, and marketing programs at the local, regional, state and national level. Extensive experience in direct financial planning, budgeting, grant writing, and implementation of policies and procedures on a corporate level. Creative problem solver with ability to manage multiple projects, resolve conflict, and produce results.

PROFESSIONAL EXPERIENCE

National Apprenticeship Training Foundation, Inc. (NATF)

President/CEO, (2009 - Present)

Provide leadership to position the company at the forefront of the training industry. Develop a strategic plan to advance the company's mission and objectives and to promote revenue, profitability and growth as an organization. Oversee company operations to insure production efficiency, quality, service, and cost-effective management of resources.

NATF currently provides registered apprenticeship training in 32 locations throughout Arkansas for over 500 electrical and plumbing contractors and provides specialized training for 10 other occupational areas in 12 surrounding states.

MWC (Metalworking Connection, Inc.)

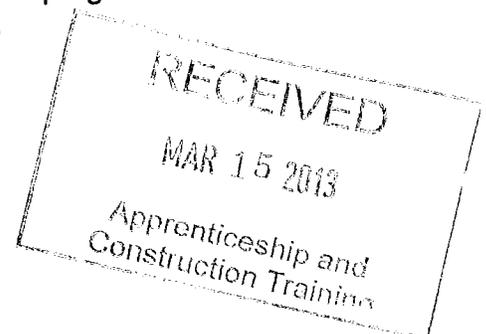
Consultant, (2003 - 2009)

Researched and developed a funding methodology that will enable MWC to become financially self sufficient by the end of the 2004 fiscal year for the youth apprenticeship programs. Designed a statewide quality control technician youth apprenticeship program that met and exceeded the requirements of Workforce Education and the U.S. Department of Labor. Taught specialized training programs for member companies that included: Developing High Performance Teams, Mentor Training, Problem Solving, and Critical Thinking. Provide the services necessary to insure the continued growth and development of the corporation.

South Arkansas Community Development

Consultant, (January 2003 – January 2004)

Planned and implemented new procedures for the Self Help Housing Program that enabled the company to save 1,040 man hours per year. Increased the number of applications received 180% by designing marketing tools for the programs. Established 125 new possible funding sources for the non-profit to pursue.



Karen Breashears

Metalworking Connection, Inc.

Executive Director, (1998 – 2003)

Administered programs, developed procedures, formulated policies and promoted the objectives of the business. Expanded and modified youth apprenticeship program from an 18 county area to statewide. Planned and implemented an adult training program for six different occupational areas. Responsible for writing and presenting grants, adhering to all federal and state guidelines and all other administrative functions necessary to insure the continued growth and development of the corporation.

Program Director, (1992 – 1998)

Implemented a pilot youth apprenticeship training program in Southwest Arkansas. Planned, coordinated and directed operations. Successfully prepared grant proposals, recruited business and industry for training positions, evaluated potential applicants for entrance into program, and performed general administrative functions. Promoted to Executive Director.

Economic Development Center, Henderson State University

Research Associate, (1991 – 1992)

Supervised and conducted research project on the wood product industry in South Arkansas. Conducted and prepared research report on the feasibility of using wood waste for value added products. Other responsibilities included consulting individuals and small businesses for improving operations and profits.

EDUCATION

Master of Business Administration
Henderson State University
Arkadelphia, Arkansas

Bachelor of Business Administration
Accounting Major
Henderson State University
Arkadelphia, Arkansas

Associate in Arts
Lindsey Wilson College
Columbia, Kentucky

PROFESSIONAL ORGANIZATIONS

Arkansas Apprenticeship Coordination Steering Committee, Chairperson
Arkansas Apprenticeship Coalition, Vice President
Arkansas Energy Sector Partnership, Project Management Team
Arkansas Veteran Training Partnership, Project Management Team

