MINUTES
STATE BOARD OF VOCATIONAL EDUCATION

333 Market Street | 1st Floor
Harrisburg, PA 17126

November 15, 2012

The meeting was called to order at 8:30 a.m. by Chairman Larry Wittig.

Attending:

Erin Agnew	Emily Clark	Jonathan Peri
James Agras	Sandra Dungee Glenn	Mollie Phillips (via phone)
James Barker (via phone)	Paul Ferrera	Colleen Sheehan (via phone)
Kevin Bates	Kirk Hallett	Ed Sheehan (via phone)
Wendy Beetlestone	Francis Michelini	Lee Williams
		Larry Wittig

APPROVAL OF MINUTES

The minutes of the September 12, 2012, meeting of the State Board for Vocational Education were approved on a **Williams/Peri** motion.

REPORT OF THE DIRECTOR OF THE BUREAU OF CAREER AND TECHNICAL EDUCATION

Dr. Lee Burket, Bureau Director, highlighted the following items from the written report prepared by the Bureau of Career and Technical Education (BCTE):

Perkins Secondary/Postsecondary Compliance Visits

- Twenty-six Perkins recipients have been scheduled for compliance visits for the 2012-2013 school year. Eight technical assistance visits, including Philadelphia and Pittsburgh also are being scheduled to assist these districts with their continued reform efforts.
- Compliance monitoring of Perkins Local Plans is the responsibility of both PDE and the local agency. Locally, monitoring is accomplished through the involvement of the Participatory Planning Committee (PPC) as it reviews performance data and updates the local plan annually to meet negotiated levels of performance on all federally required indicators.
- Annually, 20 percent of the underperforming Perkins-funded recipients are selected for on-site compliance technical assistance visits based on the following criteria:
    - Most recent validated performance data putting the program at risk of non-compliance with Perkins performance measures as identified in the FAUPL;
    - Mismanagement of the plan as evidenced by guideline violations in regards to timely submission of the annual application, performance assessment, program data and fiscal reporting.

Approved Program Evaluation

The Bureau of Career and Technical Education (BCTE) continues to implement an onsite Approved Program Evaluation process to ensure that existing Career and Technical Education (CTE) programs include academic rigor, technical instruction, industry relevance, and comply with other requirements of Chapters 4 and 339. All PDE-approved CTE programs at comprehensive high schools are being 100% reviewed, whereas only half of Career and Technology Centers (CTCs) schools are being reviewed based on the analysis of data, due to a lack of volunteers and resources. During the 2011-2012 school year, the Approved Program Evaluation teams comprised of BCTE staff and volunteers visited 24 CTCs and 7 school districts operating PDE-approved CTE programs. Three Comprehensive Schools will be re-visited again in spring 2013 due to the large number of non-compliance items found.

For each of the 31 Approved Program Evaluation visits, school-wide reports were compiled that detail the commendations, recommendations, and corrective actions for each CTE program and school-wide issue. Recommendations provided suggested improvements to CTE programs and school-wide issues based on the expertise of the PDE team leaders and team members. Corrective actions involved noncompliance with the requirements of the School Code, Chapter 339, or Chapter 4 and a requirement that a school develop a plan of action to remedy each corrective action within an acceptable timeline.

During the 2011-2012 school year, the noncompliance issues involving 263 individual programs at 31 schools were:

- Academic Standards – Integration (35 out of 323 programs in noncompliance)
- Career and Technical Education Information System (CATS) Elements (87 out of 323 programs in noncompliance)
- Documentation of Local Labor Market (61 out of 323 programs in noncompliance)
- Documentation of Occupational Advisory Committee (64 out of 323 programs in noncompliance)
- Vocational Education Safety (47 out of 323 programs in noncompliance)

Dr. Michelini asked how the noncompliance issues identified for the 2011-2012 school year compared to the issues identified during the last 5-year review cycle. Dr. Burket reported that schools were showing improvement in compliance and noted she would share comparative data with the Board.

Accreditation Training

Dr. Burket was joined by Beth Marshall, BCTE Accreditation Specialist, to provide training to Board members on the accreditation process. The U.S. Department of Education (USDE) requires such training as a requirement of the Board's authority to serve as an accrediting authority for postsecondary vocational technical education. Dr. Burket and Ms. Marshall provided an overview of what constitutes accreditation and the types of accreditation – institutional and specialized – available to the field. They also discussed the role of the National Advisory Committee on Institutional Quality and Integrity and the process the USDE undertakes in recognizing a state agency to serve as an accrediting authority. Dr. Burket reported that, in

addition to Pennsylvania, three other states or U.S. territories currently are authorized as accreditors for public postsecondary vocational technical education in their respective states. Dr. Burket and Ms. Marshall will provide additional training on the State Board's role in accreditation at a future meeting.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

There were no action items.

ADJOURNMENT

There being no further items of business, the meeting was adjourned at 9:15 a.m.

Stephanie L. Jones

Stephanie Jones
Administrative Assistant