

**MINUTES
STATE BOARD FOR VOCATIONAL EDUCATION**

**333 Market Street | 1st Floor
Harrisburg, PA 17126
September 13, 2017**

The meeting was called to order at 3:10 p.m. by Chairman Larry Wittig.

Attending:

James Agras	Sandra Dungee Glenn	Maureen Lally-Green
Andrew Ahr	John Eichelberger	<i>(via phone)</i>
Carol Aichele	Alex Fey	Jonathan Peri
Nicole Carnicella	Pamela Gunter-Smith	Colleen Sheehan <i>(via phone)</i>
Ellie DeWitt	Kirk Hallett	A Lee Williams
	Shirlann Harmon	Larry Wittig

APPROVAL OF MINUTES

The minutes of the July 12, 2017, meeting of the State Board for Vocational Education were approved on a **Williams/Aichele** motion.

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

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

Perkins IV

Dr. Burket shared that all eligible Perkins recipients submitted their local plans for the following school year by the August 31, 2017, deadline. As part of the local plan submissions, recipients file an Action Plan based on a “root cause analysis” for each performance indicator that the recipient did not meet. Dr. Burket said the BCTE examined the 2016 Consolidated Annual Report data and noted that the state technical skill attainment indicator showed a performance level of 84.06%, a two percent decrease from 2014-15 but still above the Federally Agreed Upon Level of 76%.

Dr. Burket also said BCTE staff will conduct 26 Perkins compliance monitoring visits at selected local educational agencies. These monitorings include a review of assurances, expenditures, data and equipment, as well as interview with staff that are fully or partially supported with Perkins funds. Dr. Burket said technical assistance is required for all members of a consortium that fall within the bottom 20% of sites receiving a monitoring visit in 2016-17.

Perkins and Workforce Innovation and Opportunity Act Connection

Dr. Burket highlighted that under the federal Workforce Innovation and Opportunity Act (WIOA), Perkins postsecondary recipients are mandated partners of Pennsylvania one-stop centers. She said that all Perkins postsecondary recipients have a working relationship with local workforce development boards (WDB). She further noted that regulations now require Perkins postsecondary recipients to contribute to the operating costs of the one-stop career centers in their local area.

Adult Accreditation

Dr. Burket shared that Accreditation Annual Reports were due by August 31, 2017. She said BCTE's Accreditation Coordinator will review the reports for any triggers indicating an area of deficiency. If any areas of deficiency are found, the institution will be notified in a letter outlining the deficiencies with a request for additional documentation. Dr. Burket said there are no accreditation site visits scheduled this year, and that BCTE currently is revising the Pennsylvania Public Postsecondary Vocational Education Accreditation Guidelines. Once complete, Dr. Burket said the updated guidelines will be brought to the Board for approval.

Programs of Study Revisions

Dr. Burket said the BCTE continues to pursue the development and revision of 26 statewide programs of study (POS). The initial step in the revision process will start when educators in each POS will be invited to participate in face-to-face meetings to provide input on proposed revisions that reflect ever-changing business and industry standards. After these revisions have occurred, Dr. Burket said newly revised task grids will be distributed to postsecondary institutions for their input. Dr. Burket said she anticipates that finalized task grids will be posted on the Department's website in May 2018.

Technical Assistance Program Services by School

Dr. Burket said the delivery of this year's Technical Assistance Program (TAP) was designed to offer professional development on-site with follow-up technical assistance visits during the year. Each school that expressed an interest in the program received at least one of their requested trainings. Dr. Burket provided a list of participating schools and the specific TAP services they requested.

Lee Williams asked Dr. Burket if any of the Programs of Study undergoing revisions had relevance to transfer to other programs in community college or higher education. Dr. Burket responded in the affirmative and noted that postsecondary institutions will participate in the POS revision process.

PUBLIC COMMENT

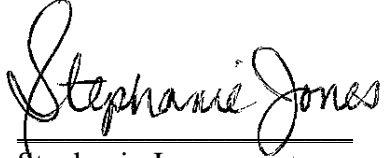
There was no public comment.

ACTION ITEMS

There were no action items.

ADJOURNMENT

There being no further items of business, the meeting was adjourned at 3:15 p.m. on an **Agras/Williams** motion.

A handwritten signature in cursive script that reads "Stephanie Jones". The signature is written in black ink and is positioned above a horizontal line.

Stephanie Jones
Administrative Assistant