

**DRAFT NOTES OF THE
FLORIDA CAREER AND PROFESSIONAL ACADEMIES
JOINT IMPLEMENTATION TEAM TELECONFERENCE MEETING
SEPTMEBER 26, 2007**

Call to Order

Co-Chairpersons Lucy Hadi (Chancellor of Workforce Education-DOE) and Barbara Griffin (Deputy Director-AWI) called the teleconference call meeting to order at 2:00 p.m. EST. They welcomed the implementation team members and immediately proceeded to discuss the items included on the meeting agenda.

Roll Call

The following individuals participated in the call:

Ms. Lucy Hadi
Ms. Barbara Griffin
Ms. Nancy Cordill
Ms. Pam Smith
Ms. Lillian Finn
Ms. Becky Rust
Ms. Sheila Cornell
Ms. Linda Sumblin (on behalf of Mary Lou Reed)
Ms. Tara Goodwin
Mr. Lavan Dukes
Ben Powell
Ms. Elsie Rogers
Mr. Larry McIntyre

Agenda Review

The agenda topics included:

- Welcome and Introductions
- Agenda Review
- Curriculum Review Committee Update
- Certification and Credentialing Sub-Team Update
- Strategic Planning and Implementation Sub-Team Update
- Data and Evaluation Sub-Team Update
- Local Planning Process
- FCPA Website Update
- Next Steps
- Closing Comments
- Adjournment

Data and Evaluation Sub-Team Update

Co-Chairs Tara Goodman and Lavan Dukes provided an update of the activities related to the Data and Evaluation Sub-Team. Ms. Goodman led the discussion and informed the group that the sub-team had several meetings resulting in the following questions and issues related to the data collecting, reporting and evaluation activities for Senate Bill 1232:

Issue #1: Senate Bill 1232 states that the strategic 5- year plan should be constructed based on research conducted to objectively determine local and regional workforce needs for the ensuing 5 years, using labor projections of the United States Department of Labor and the Agency for Workforce Innovation(AWI). AWI's Labor Market Statistics (LMS) Office currently produces labor market projections on an 8-year basis. LMS has already produced regional labor projections through 2015. This includes the five-year period referenced in Senate Bill 1232.

Team members agreed that LMS' current projections through 2015 were sufficient and concluded that there was nothing in the legislation that would prohibit such use of the currently available labor market data for developing the 5-year strategic plan.

Issue #2: Will students who are not enrolled in an approved career academy but complete the required course work and earn an approved certification through a career and technical education program be counted for funding and performance purposes in the FCPA program?

Ms Hadi reminded the team that on page 15 of the FCPA legislation states that: "A value of 0.3 full-time equivalent student membership will be calculated for each student who completes an industry-certified and professional academy program and who is issued an industry certificate. A career academy by definition is a small learning community, comprising a group of students within the larger high school.

The team concluded that in order for a student to be counted for the FCPA FTE credit, the student must be enrolled in a school designated and approved as a Career and Professional Academy under Senate Bill 1232.

Issue #3: How will students who are participating in a Career and Professional Academy Program be identified for reporting purposes?

Ms Hadi suggested that the Data and Evaluation Sub-Team research how to overlay student data with performance data for Career and Professional Academies that meet the

state's approved academy criteria. The Okaloosa Secondary Banner Center is working on a Career Academies Certification Matrix that may be a helpful resource in determining the criteria for career academies.

Ms Griffin added that in the Agency for Workforce Innovation's process to determine the highest and best industry certifications, the team has identified two different types of certifications: "full occupation" and "building blocks." At some point it will be necessary to determine the funding level for each type of certification issued.

Ms Hadi asked the sub-team to look at how to determine and handle the dual-enrollment credit provision of the bill in calculating FTEs.

Team members concluded that in order to determine FTE credit, clarity is needed on some of the language included in the bill. This may require legislative amendments to the bill.

Issue #4: How will it be determined and verified that a student received an approved industry certification?

Ms. Hadi suggested that the group consider developing a statewide contract for a testing agent. The agent would develop arrangements with a third party testing service such as CTI.

Ms. Griffin added that it appears that school districts are using many of the same certification providers and it may be necessary to establish several statewide testing agent agreements.

Ms Hadi suggested that an Academy Certification Team be established to develop academy criteria according to the law. Initially the team could include representatives from the Jacksonville, Palm Beach and Okaloosa areas. These districts have already started to look at academy certification requirements.

Other points discussed:

- Need to identify if a school has an academy
- Maintain a database of approved academies that is available to multiple agencies

Curriculum Review Committee Update

Co-Chairs Pam Smith informed the group of the following progress of the Curriculum Review Committee:

- Established an electronic email course review process
- Okaloosa School District will soon submit pilot courses to test the electronic review system

- Reviewed a prototype of an automated system for the approval and denial of courses

The Department of Education's Legal Office has determined that it would be better to gain experience from the course review and approval process prior to rulemaking.

The committee will present the proposed curriculum review process to the State Board of Education (SBE) on October 16th. Ms Hadi and Ms. Griffin will provide the SBE with an overview of the progress made on the FCPA initiative.

Certification and Credentialing Sub-Team Update

Co-Chair Barbara Griffin provided the following update on the activities of the Certification and Credentialing Sub-Team:

- Identified new occupations to be recognized in the industry certification program based on the results from the recent workforce estimating conference.
- Received from the Department of Education a list of industry certifications that have been used for the past two years by school districts and are appropriate for use for middle and high school students.
- Identified 110 occupations and over 170 certifications for recognition in the industry certification process.
- Provided an update to the Workforce Florida, Inc. Board of Directors on the status of defining industry certifications.
- Requested the WFI Executive Committee to review the list of recommended certifications at their next meeting scheduled for October 17, 2007.
- The Agency plans to distribute the initial draft of the list of certifications to Banner Centers and other partners for review.
- Distributed copies of process charts and review criteria used thus far in the certification review process. Hopefully this will assist in developing rules for the certification process.

Strategic Planning and Implementation Sub-Team Update

Co-Chair Lillian Finn provided an update of the sub-team activities and informed the group that the sub-team will convene an onsite meeting in Okaloosa County on October 1, 2007.

Ms Hadi suggested that the committee focus on developing solid planning instructions and technical assistance to support local areas. The plan and guidance should be out by October 19, 2007 and complete by the end of October. Planning instructions should be sent to local areas by early-November. A list of the industry certifications and LMS labor market projections should accompany the planning instructions. The sub-team should also plan regional meetings to address local questions and issues. Regional dates will take place in the third and fourth week of November; three in one week and three in the second week.

FCPA Website Update

Ms. Elsie Rogers informed the group that the website has been developed and is now operational. Ms. Rogers will advise team members when the site is activated. Ms. Rogers requested that all co-chairs share relevant materials for posting to the web site.

Next Steps

The next conference meeting of the implementation team will be on October 10, 2007.

Closing Comments

Ms. Griffin requested that follow-up reminders be sent to encourage team member's participation in the October 10, 2007 conference call meeting.

Adjournment

There being no further discussion, the meeting adjourned at approximately 3:00 p.m.