

WEDDAC meeting called to order by Christine at 10:35.

There were 31 districts represented: Lake, Taylor, Brevard, Orange, Marion, Miami-Dade, Washington, Hillsborough, Broward, Hardee, Lake, Bay, Osceola, Escambia, Swannee, Manatee, Santa Rosa, Collier, Pasco, Clay, Polk, Lee, Flagler, Citrus, Martin, Sarasota, Laughtin, Columbia, Charlotte, Desoto, and St. Johns.

Tara Goodman did a presentation on Career and Professional Academies. Key elements regarding Florida Statute 1003.492, 1003.493, and 1001.62(1) were reviewed, which include:

- Direction given for development of and adopting rules utilizing the expertise of both Workforce Florida, Inc. and Enterprise Florida, Inc. to implement industry certification process
- Dept. of Education will be collecting & conducting an analysis on the data working with Workforce Florida, Inc. and Enterprise Florida, Inc. annually
- Defines a Career & Professional Academy
- Includes 13 required elements for defining a Career & Professional Academy
- Passing and signing of House Bill 5083, which provides additional FTE funding for students who complete an industry-certified career and professional academy program under s. 1003.492 and are issued the highest level of industry certification and a high school diploma.

There are 2 industry certification lists: the Comprehensive Industry Certification List, which is approved by the workforce board, and the Industry Certification Funding List, which is approved by the department of Education. Workforce Florida, Inc approves all Industry certification requests. The Comprehensive Industry Certification list can be found at the following locations: <http://www.floridajobs.org/CAPE/cape.html>. The DOE list can be found at: <http://www.fldoe.org/workforce/fcpea/default.asp>. This is also the location for Registration of the academies. By March 1 of each year the Comprehensive list will be approved, and will be applied the subsequent year. DOE recommends that requests be submitted regardless of what one may think has already been submitted. The 2008-09 list of certifications has been posted by AWI and cannot be amended. Requests for 2009-10, can still be submitted; the list should be finalized by the February meeting. The industry certification funding preliminary list for 2008-09 has been released and was final as of July 2008. The list for 2009-10 will be complete in March 2009. DOE is anticipating posting of the Industry Certification Funding List by July 2009. There will be 2 lists each year.

For a certification to be included on the Funding list the following criteria must be met:

- The certification must first appear on the Comprehensive Industry Certification list.
- Be achievable in a Secondary CTE program
- Must include 150 hours of instruction
- Must have been offered in a school district for at least one year (Commissioner of Education can waive this requirement).

Request was made to make this available via Northwest. Questions arose on the format.

In August 2008 (Survey 5), districts will report on students registered in CAPE and who took examinations on the approved Industry Certification Funding List. The course of enrollment must be linked to the respective outcome. Districts must submit all records to be eligible for this bonus funding. Dual enrolled students will not count for this calculation, however Co-enrolled is OK if enrolled under secondary number. The conditions for Bonus FTE funding are as follows:

- Student is enrolled in a registered career and professional academy
- Student completes certification on the Industry Certification Funding List
- Course enrollment is reported in a secondary career and technical education program which is linked to the Industry Certification Funding List
- Industry Certification can only be reported once per student
- Maximum of one certification per student for a course
- During update period for Survey 5, districts may report industry certifications after initial submission
- Student must have received a HS diploma
- Limit of .3 FTE bonus funding per student*

*Note: bonus funding will go to High School; individual schools may want to make arrangements with District to receive funding.

DOE will maintain website for districts to register career and professional academies. Districts will be able to edit and delete from prior year information. The reporting window is from July to Sep 15. Academies must be registered by Sept 15; bonus funding would be received in 2009-10. Performance criteria specified in Florida Statute 1003.493 are as follows:

- Number of Students who passed an industry certification or earned college credit divided by the number of students who took the industry examination or earned college credit for enrollment in the career course. Percentages must be 50% by year 2 and 66% by year 3.
- If percentages are not met by the 3rd year, districts will not receive bonus funding and they will not be permitted to offer that industry certification in the subsequent year.

Contact Larry McIntyre – Email: Larry.McIntyre@flaawi.com - Agency for Workforce Innovation to add a course to the list, as well as Tshiner@workforceflorida.com - Workforce Florida, Inc.

Bruce Harrington from FLDOE provided handouts on W45, W43, and W52 Earners with no LCP's and a report on the Adult Functioning Levels of Z or blank. Discussion of concern was that districts shouldn't be reporting just one or the other; there should be both. Comments noted were that a person getting a GED Diploma was not necessarily enrolled in a GED Program or an Adult Education program, the student may have simply come to take the GED and had not even been enrolled in any type of course at the Institution – numerous districts fell in this category. A W43 standard diploma could be possible due to a student passing the FCAT late – several districts affected but significantly lower than W45 category. With a W52 diploma only one district affected. On Adults with a functioning level of Z or blank, some districts intentionally did not

collect and report the functioning level for courses 9900010 and 9900020 since it is not used to track student progress in these courses. Several districts simply default the initial functioning level based on the course number just to “fill the field.” Manny from Miami-Dade moved to have an edit added which would prohibit use of a Z functioning levels for program codes 9900010 and 9900020. The motion was seconded by Bob from Orange County and approved by the WEDDAC group. Several handouts were provided which contained various information extracted from district data submissions. Reference to notes on bottom of reports as different criteria may have been used.

Handouts were provided on new race and ethnicity data elements which will be available for 2008-09. The data elements are for voluntary local use only in 2008-09. In 2009-10, we will be required to report both codes. In 2010-11, only new codes will be used.

Group was dismissed for Lunch Break.

Meeting called back to order @ 1:15.

Cindy Sheldon from the Council on Occupational Education did a presentation on Reporting/Placement and Licensure data. Several handouts were provided. Contact information sheldonc@council.org.

At 3:15, Judith Thompson, from FLDOE, discussed IPEDS issues affecting Technical Centers:

- They were asked to investigate a concern that not all Districts were reporting the same information in the Finance Section. For instance, some would show depreciation and others would not, some reported assets and liabilities and others did not. The Full Child relationship did not report any financial data. The reasoning was that the Technical Center budgets were so integrated with the districts information as a whole there was not any way to clearly separate this information to reflect only the postsecondary activity. Partial Child relationships did not report Assets and Liabilities, but did provide the rest of the data. Therefore, CCTMIS recommend that all Technical Centers be classified as a “full child”. This was moved, seconded, and approved by the group.
- There is now a Crosswalk for IPEDS between the old and new CIP codes.
- Race and Ethnicity codes for IPEDS – Voluntary to report new codes for 2008-09, 2009-10 both codes will be reported, and in 2010-11 only new codes will be recorded.
- Fall 09/10 is the projected timeline in which DOE will submit IPEDS data for the districts.

Barbara from Orange County spoke to the WEDDAC group on an Equity & Access audit that her district had recently gone through. She placed emphasis on areas reviewed to help others to ensure compliance with equity regulations and provided handouts. In contrast to information contained on the Orange County student information sheet, Miami-Dade had to remove any exceptionality or disability information, and another county had to remove, race, sex, birth date from their form. A disclaimer was made by

the presenter and FLDOE, which noted that not all audits provide the same results. This was simply what worked for Orange County and was approved by the equity group that came to audit them.

Manny from Miami-Dade spoke to the group on a recent audit conducted by the Auditor General's office at his district. This segment provided general information as to an area that seems to be being looked at more closely by the AG and could come up in future audits at other districts. The Auditor General requested that social security numbers be matched with an out-side source. The AG matched the SS data with the Bureau of Vital Statistics. Research noted that 13 students were deceased, 8 were coded in K12, 3 were found to have typographical errors, and some were true cases of identity theft. There were a large number of records reviewed producing a very small error rate of about .001%. In checking with other districts, most asked for the Social Security Card, they checked for duplicates within their own system, and no one does match with an outside source. Hillsborough representative noted that they did not send out social security numbers to any third party, as this would violate district privacy agreements. Miami agreed.

Data Element Changes

- Distance Learning indicator changed from 75% to 50% - changed for all measures including Perkins
- Non Traditional indicator - < 25% - Based on 2007-08 data
- Full Program Completer – handout provided –in place for 2008-09 and will be used to help identify the correct credential assigned to a type of student*
 - V – Vocational Certificate
 - A – Applied Technology Diploma
 - N – Neither awarded for this term
 - Z – Not applicable – includes CWE
- Social Security Number – Handout provided – Report Social Security number both the teacher course and the Vocational/Adult General Education Teacher course formats

*Documentation needs to include prior year field.

Changes to Appendices

- Appendix I & S – Career Clusters
- Appendix T & D – No objection to remove D. Appendix T will be kept.

07-08 Supplemental files for NRS

- Table 4C- Distance Learning
- Table 4B – Post-test Status – new elements created to help capture future data

Post-testing for Distance Learning must be conducted on-site.

DOE requested input to see if a data element would be needed to determine the number of students that fell between the 50 and 75% range for distance learning. They also

needed to determine what the minimum amount of data to be sent would be – request included the district site, course, section number, student ID, school ID, student SSN, teacher, and course record.

This year there is only one format for Post-testing – from the data as now stated and DOE is unable to determine if a student tested and failed – proposed data elements to capture this data. Post Test data will be captured for 07-08 using the same procedure and formats from 06-07.

For 2008-09, there will be a supplemental file for Additional Hours Earned to be reported during Survey S. A Draft Data element for reporting this information has been proposed. Several districts commented that at the last two WEDDAC meeting, the DOE representatives assured the group that reporting of the Additional Hours Earned data element would be optional; districts that want more concentrators would report the element, while others would not. In addition, the clock hours required by the data element are not the same as instructional hours and are not being gathered and reported by any district. Bruce will look at previous minutes, which have not been approved by the group, to see what was decided. This data element is used to identify program concentrators for Perkins reporting.

For 2008-09, a career pathways participant data element has been created to replace the Tech Prep data element.

AGE – new data elements – for course and section

- Entry date
- Exit date
- Post-testing status – Yes, No, not applicable

Statewide course code numbering

Some courses are awaiting assignment of the common course code numbering – handout was provided. For 2008-09, use old reporting method for recording each OCP earned towards industry certification. In 2009-10, front-end reporting will not be linked to the OCP course enrollment, but will show instructional hours for each course, course completion status, OCP by program, and technical skill attainment by program. By October 2008, it is projected that the complete list of Common Course Code Numbers will be available.

Bruce indicated that he would schedule a conference call concerning the financial aid breakout resulting from the new course structure.

Election results – WEDDAC officers for 2008-2009:

Chair – Charles Tacot, Leon County

Vice Chair – Donna Wilson, Hillsborough County

Recorder – Frances Tamayo, Manatee County

Meeting Adjourned