

**Governor's
Workforce
Board**

Rhode Island



Today's Vision... Tomorrow's Opportunity.

Board of Directors Meeting

Thursday, September 17, 2009

8:00 - 10:00 a.m.

**RI Department of Labor & Training
1511 Pontiac Avenue, Cranston, RI**

AGENDA

- 1. Welcome and Call to Order – J. MarcAurele**
- 2. Approve Minutes of 6-18-09** **Vote**
- 3. Chairman's Comments – J. MarcAurele** **Information**
- 4. Acting Executive Director's Report - John J. O'Hare** **Information**
- 5. Consent Agenda (Items 1 - 4)** **Vote**
A board member may request that any item be removed from the consent agenda and moved to the regular agenda.
- 6. Committee Report Updates** **Chairs**
- 7. Old/New Business**
- 8. Adjournment**

Next Meeting
Thursday, October 15, 2009
8:00 – 10:00 a.m.

September 17, 2009 MEETING CONSENT AGENDA

(Detailed Information Follows as Appropriate)

Items 1- 4

Item 1: WIA Consent Agenda

There are 6 Workforce Investment Notices for Program Year 2008/09 and Program Year 2009/10 for Board review and approval. (These are listed with hyperlinks for detailed information on the following page.)

Item 2: Youth Program FY 2010

At the September 10, 2009 meeting, Strategic Investments Committee members approved funding in the amount of \$2,000,000 for the FY2010 Youth Program.

Item 3: I Can Learn – Lincoln

At the September 10, 2009 meeting, Strategic Investments Committee members approved the second year of funding for the license and technical support fee of \$15,000 to support the I Can Learn (ICL) Math Program for Lincoln High School.

Item 4: Diocese of Providence: Family Futures Pilot Project

At the September 10, 2009 meeting, Strategic Investments Committee members approved funding in the amount of \$25,000 to support the Family Futures Pilot Project. This project will help individuals and families set and achieve goals for greater financial stability with the assistance of one-on-one coaches for a period of 2-3 years. This funding request is contingent on the award of a grant that was submitted to the United Way on September 9, 2009.

ITEM 1 – WIA CONSENT AGENDA

WIA POLICY ISSUANCES

Background: The US Department of Labor’s Employment and Training Administration (USDOL, ETA) requires that the WIA Statute and Regulations be implemented by the issuance of State Policy by the Governor. USDOL, ETA, from time to time, issues changes in policy impacting the administration of the Workforce Investment Programs in Rhode Island. These issuances are called Training and Employment Guidance Letters (TEGLs) and require that changes in State policy be implemented to conform to changes in federal policy and communicated to the workforce development system. In addition, these communications now include policy issuances for initiatives funded by the Governor’s Workforce Board’s Job Development Fund when appropriate.

REFERENCES: [All WIA Policy Issuances 1999-2009](#)

New Workforce Investment Notices

WIN NOTICE #	DATE	SUBJECT
08-23	6/24/09	Needs Related Payments This issuance transmits guidance regarding the implementation of needs related payments (NRP) under the Workforce Investment Act (WIA) and the American Reinvestment and Recovery Act of 2009.
08-24	06/30/09	The American Recovery and Reinvestment Act – ARRA (Recovery Act) and WIA Administrative and Fiscal Requirements; Sanctions (Section 184 WIA) This issuance provides advice that Section 184 of the WIA Act requires that each State establish such fiscal control and fund accounting procedures as may be necessary to assure the proper disbursement of, and accounting for, Federal funds allocated to local areas. Such procedures shall ensure that all financial transactions carried out under Subtitle B of the WIA Act are conducted and records maintained in accordance with generally accepted accounting principles applicable to each State. All of these requirements are applicable to the Recovery Act in addition to any specific ARRA requirements identified in this policy.
09-01	07/10/09	Adult and Dislocated Worker Allocations for PY2008 This issuance transmits the PY2008/FY2009 split for Adult and Dislocated Worker Programs.

<u>09-02</u>	07/10/09	<p><u>Incident Reporting – WIA/ARRA Summer Youth Participants</u> This issuance provides local areas with guidance in reporting incidences involving youth participating in the WIA/ARRA Summer Employment Opportunities for Youth program.</p>
<u>09-03</u>	07/10/09	<p><u>Allocations for Industry Skill Development Initiative funds from the Job Development Fund for PY2009/FY2010</u> To provide Locals with the Job Development Fund (JDF) Industry Skill Development Initiative allocations for FY 2010 based on budgeted amounts from the Governor’s Workforce Board (GWBRI).</p>
<u>08-16 Change 1</u>	08/24/09	<p><u>American Recovery and Reinvestment Act of 2009—Rhode Island Specific Guidance</u> To transmit Rhode Island specific guidance regarding the American Recovery and Reinvestment Act of 2009 funding for activities authorized under the Workforce Investment Act (WIA) or 1998 and Wagner-Peyser Act.</p>

CONSIDERATION: The policies listed for PY 2008/09 above were issued pursuant to federal and GWB policy as appropriate.

POSSIBLE ACTION: Review and approval of policy issuances.

Item 3: I Can Learn - Lincoln

I Can Learn – Computer Based Instruction

Lincoln Public Schools

Lincoln High School

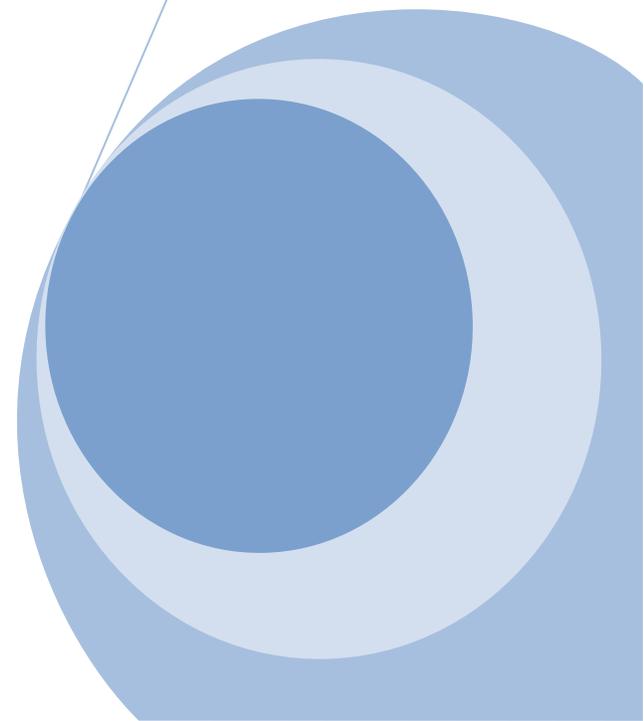
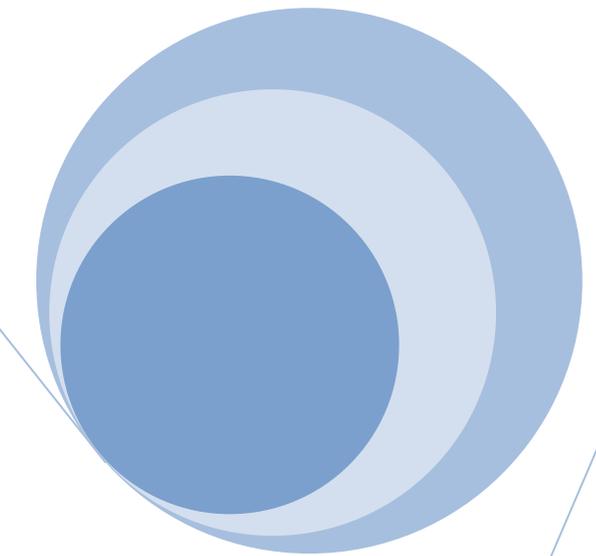
I – Can- Learn Computer Based Instruction

2009-2010 Proposal

Prepared by: Melinda A. Smith,

Director of Curriculum

9/3/2009



Summary

Lincoln High School Teachers and Students participated in a pilot program sponsored by a collaborative grant from the Rhode Island Department of Labor and Training and the Rhode Island Department of Education to integrate computer based math instruction into the curriculum.

A complete computer lab with individual work stations is on loan to Lincoln High School to support the I Can Learn (ICL) Math Program. The Governor's Workforce Board provided the funds for the site license fee and school based professional support from an ICL representative. The professional support and equipment maintenance was significant and contributed to the overall success of the initial pilot year.

An evaluation of the program was completed in the summer of 2009. A committee met to review the feedback and it was determined that additional quantifiable data was needed to complete the pilot year evaluation. Student scores have been sent to ICL and we are waiting to discuss how we can use the information stored in the ICL software to satisfy the necessary documentation. Therefore it is critical that we continue to receive technical assistance from ICL.

Proposal

Due to significant budget cuts, the Lincoln Public School Department is having difficulty identifying funds to support the license and the technical support fee of \$15,000.00. The district is seeking a second year of funding from the Governor's Workforce Board. The school license will expire in October 2009.

Lincoln High School Teachers and School and Central Office Administrators are eager to continue to implement the ICL program and provide feedback regarding student achievement. The High School Math Department Head, Ms. Kathryn Williamson will continue to work with David Cedrone (STEM) and ICL to track student progress and provide information as needed to ensure a successful program implementation. An action plan has already been developed to improve the program during the 2009-2010 school year. (See attached)

The evaluation report will soon be finalized for year one. Lincoln High School Teachers are also receptive to share their experiences and student outcomes with teachers from other districts. The program has been successful at the Lincoln High School due to the high interest and dedication of the Teachers and the Administration Team.

Assessments

Lincoln High school will provide clear student data for a minimum of fifty (50) students that participate in the ICL program. A year end evaluation will be completed with guidance from ICL, David Cedrone and the Rhode Island Department of Labor and Training in order to appropriately assess the impact that ICL has on student achievement in mathematics.

We believe that this work is aligned with the Governor's Workforce Board Strategic Workforce Plan for Rhode Island. Specifically Goal 4: Youth Are Ready for Work and Lifelong Learning.

A brief summary of the preliminary evaluation for the first year of ICL is attached.

Essential Question:

Will the integration of computer based math instruction at Lincoln High School improve student performance?

Daily participation of students completing the **Pre-Algebra** and **General Algebra** courses with teacher support improved performance in mathematics based on the IOWA assessment data. The results of teacher/student surveys and classroom observations completed by administrators support other factors that the lab provided to improve student performance in the two courses. The factors include:

- Students were on task and focused while in the lab
- Students worked at their own pace
- Teachers could provide individual instruction

- Students spent more time learning math
- Students improved comprehension of word problems due to daily practice
- Students could resume instruction at the same place after absenteeism or suspension

Student performance improvements were only noted in the Pre-Algebra and Algebra classes. Basic math students did not have baseline data to conduct an analysis of the program. The special educator that teaches this group of students felt that student learned more math this year due to the structure of the math lab and the ability to work with each student individually. He will continue to use the lab next year with this population of students. Students and teachers enrolled in Algebra 1 Extended, Algebra 1 Part Two or Geometry did not feel that the ICL program improved learning. The program can be best used as a supplement to classroom instruction or to catch up on missed work for this population of students.

Will the integration of computer based math instruction at Lincoln High School improve student performance?

The ICL program did improve math performance with students that struggle with basic math skills and are performing below grade level expectations. The program must be used as an appropriate resource and match the learning needs/ styles of students.

Program Evaluation Action Plan:

Equipment:

- Summer 2009:Change headphones
- Summer 2009:Create a cooler learning environment
- Summer 2009:ICL Program Upgrade?

Assessment:

- Summer 2009: Develop Grade Nine Formative Baseline Assessment
- September 2009: Implement formative assessment for all grade 9 students
- October 2009:Develop Quarterly Benchmark assessments that align with the GSE's
- Nov. 2009, Jan.2010, April 2010 , June 2010 :Test students quarterly
- April 2010: Ensure that all grade 8 students take the IOWA
- April 2010: Develop student/teacher surveys using a scale score and ensure that each student/teacher completes the survey

Instruction:

- TBD: Provide time for ICL teachers to collaborate
- TBD:Provide time for ICL teachers to collaborate with teachers using other computer based math programs
- TBD:Continue to provide teachers with on-site support form ICL consultants

Acknowledgements:

A special thank you to; Paul Rhule, Regina Ferreira, Jeffrey Bitton, and John Menna for implementing the I Can Learn Program with fidelity. Thanks are also extended to all the Mathematics Teachers at Lincoln High School for piloting the program as a supplemental resource to the curriculum and especially Kathryn Williamson for her ongoing dedication to this project.

ITEM: 4 Diocese of Providence - Family Futures Pilot Project

Nancy J. Olson
Acting Chief, Operations & Development
Governor's Workforce Board
1511 Pontiac Avenue
Cranston, RI 02920

September 1, 2009

Dear Nancy,

The Diocese of Providence, Office of Community Services and Advocacy (OCS) is requesting \$25,000 from the Governor's Workforce Board to support the Family Futures Pilot project. OCS has been invited by United Way of Rhode Island to submit an application for \$105,000, annually, for three years to pilot the Family Futures Program under the funding initiative, Financial Stability. This application will be submitted September 9, 2009 to United Way. If selected, Family Futures would be funded from January 1, 2010 to December 31, 2012.

About Office of Community Services and Advocacy (OCS)

The Office of Community Services and Advocacy (OCS) is one of the Diocesan agencies which make service to others possible. While the office is an agency of the Roman Catholic Diocese of Providence, OCS is a separate non profit corporation with a staff of 18 and an annual budget of \$ 1.3 million. This budget is comprised of 64% Catholic Charity Fund Appeal dollars and 36% grants from state and federal agencies.

OCS has a thirty year history of managing grants and contracts from state, federal and private funding sources. Administrative staff includes a supervisor with 35 years experience in grants management as well as a business manager with 25 years experience in finance and grants.

The many services provided by the Diocese include basic needs for low income individuals and families and those in financial crisis. This assistance takes the form of food, clothing, prescriptions, rent payments, and most notably heating and utility assistance which served more than 1,200 families last year alone.

About the Family Futures Pilot Project

The Family Futures project is a pilot that will serve individuals and families in the Pawtucket, Central Falls, Lincoln and Cumberland communities. These communities are served by the Diocese out of the Project Hope/Proyecto Esperanza Office located at 474 Broadway in Pawtucket. The population served through this site is primarily low income, the working poor, and 67% Hispanic.

Family Futures proposes to utilize a model of financial coaching that will enroll 75 families each year and assign each family to a trained financial coach. Families will work with the coach to identify financial goals over a two to three year period that will seek to accomplish the following:

- ✓ Maximize earning potential through assessment, training, and life skills development. Funds have been budgeted to provide a living allowance for individuals in training programs who have no income and no unemployment benefits.
- ✓ Maximize use of available public resources, where appropriate, to supplement income.
- ✓ Reduce debt through increased skills in budgeting, banking and money management. Through a partnership with National Grid, a small number of participants will be able to reduce large utility balances in a matching (dollar for dollar) savings account).
- ✓ Utilize matching savings accounts to reach goals such as improved and more energy efficient housing, acquisition of a more reliable car for work purposes, or paying for specialized vocational training for job and earning improvement.

Family Futures Collaborations

From its inception in early 2009, OCS has had the support and assistance of four partner organizations/institutions as collaborators in this endeavor:

- ✓ Pawtucket Credit Union – The Credit Union will collaborate on financial literacy training using tools developed by NEFE (National Endowment for Financial Education). These tools are affordable and are used currently by Pawtucket Credit Union in a long standing financial literacy program in high schools.
- ✓ Rhode Island Division of Public Utilities - The Division will work with Family Futures enrollees to assist in negotiating realistic payment plans for utilities. This area of debt is common among the OCS clients who experience the on going cycle of financial crisis.
- ✓ National Grid - National Grid has committed \$15,000 to this program for matching savings accounts to assist families and individuals in paying down /off significant utility balances.
- ✓ Department of Labor and Training/Network RI - DLT will play an important role in assessing enrollees for skills and job development and in providing training that will lead to increased earning capacity.

Support of the Strategic Workforce Plan for Rhode Island

“There exists no greater threat to our collective prosperity in Rhode Island – and no greater opportunity – than our ability to raise the skill level and improve the competitiveness of our workers.”

So begins the executive summary of the Strategic Workforce Plan for Rhode Island 2009-2014. The Family Futures pilot is an opportunity to address Goal # 3 of this plan, “The Adult Workforce is Skilled and Agile.” The following key components of the Plan will be addressed in the Family Futures Pilot Program:

- ✓ Focus on the “working poor”.
- ✓ Focus on Hispanic individuals who comprise 67% of current service recipients in this pilot area.
- ✓ Focus on skill development, including ESL, Financial Literacy, and Life Skills to support job training and job advancement.
- ✓ Focus on underemployed individuals who find themselves in a cycle of financial crisis management.

