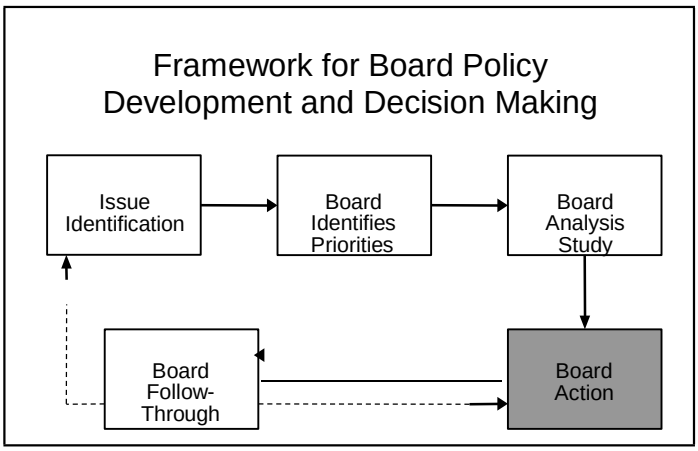
Iowa State Board of Education

Executive Summary

August 7, 2014



Agenda Item: Rules: Chapter 48 – Statewide Work-Based Learning Intermediary Network (Notice)

Iowa Goal: Individuals will pursue postsecondary education in order to drive economic success.

State Board Role/ Authority: Iowa Code section 256.7(5) gives the State Board of Education the statutory authority to adopt rules under chapter 17A.

Presenter: Jeremy Varner, Administrator
Division of Community Colleges

Attachments: 1

Recommendation: It is recommended that the State Board give public notice of its intent to adopt new Chapter 48.

Background: In 2013, legislation was passed to establish a network of regional work-based learning intermediary networks to connect business and the education system and expand the availability relevant work-based learning opportunities (e.g., job shadows, internships, and career fairs) to students and teachers particularly related to science, technology, engineering, or mathematics occupations, occupations related to critical infrastructure and commercial and residential construction, or the targeted industries of advanced manufacturing, biosciences, and information technology. This new chapter of administrative rule is intended to implement the program.

EDUCATION DEPARTMENT [281]

Notice of Intended Action

Pursuant to the authority of Iowa Code Section 256.7(5), the State Board of Education hereby proposes to create Chapter 48, "Statewide Work-Based Learning Intermediary Network," Iowa Administrative Code.

This chapter establishes a statewide work-based learning intermediary network to prepare students for the workforce by connecting business and the education system and offering relevant work-based learning opportunities to students and teachers.

An agencywide waiver provision is provided in 281 – Chapter 4.

Interested individuals may make written comments on the proposed rule on or before September 23, 2014, at 4:30 p.m. Comments on the proposed rule should be directed to Jeremy Varner, Iowa Department of Education, Second Floor, Grimes State Office Building, Des Moines, Iowa 50319-0146; telephone (515) 281-8260; E-mail jeremy.varner@iowa.gov; or fax (515) 242-5988.

A public hearing will be held on September 23, 2014, from 9:00 to 10:00 a.m. in the State Board Room, Second Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa, at which time persons may present their views either orally or in writing. Any persons who intend to attend the public hearing and have special requirements, such as those related to hearing or mobility impairments, should advise the Department of Education of their specific needs by calling (515) 281-5295.

After analysis and review of this rule making, no impact on jobs has been found.

This new chapter is intended to implement Iowa Code Section 256.40.

The following new chapter of Iowa Administrative Code is proposed.

ITEM 1. Create Chapter **281 – 48 (256.40)**, "Statewide Work-Based Learning Intermediary Network," as follows:

CHAPTER 48

STATEWIDE WORK-BASED LEARNING INTERMEDIARY NETWORK

281—48.1 (256.40) Purpose. The statewide work-based learning intermediary network is established to prepare students for the workforce by connecting business and the education system and offering relevant, work-based learning activities to students and teachers.

281 – 48.2 (256.40) Definitions. For purposes of this chapter, the following definitions shall apply:

"Core services" means services related to the work-based learning including, but not limited to, student job shadowing, student internships, and teacher or student tours.

"Department" means the Iowa department of education.

"Region" means a community college region.

"Regional intermediary network" means the entity responsible for providing services defined in section 48.4(1) to students in a region.

"Targeted industries" means those industries identified pursuant to Iowa Code section 15.102, including the industries of advanced manufacturing, biosciences, and information technology.

"Work-based learning" means planned and supervised connections of classroom, laboratory and work experiences that prepare students for current and future careers. Workplace learning may include, but is not limited to, industry tours, job shadowing, and cooperative work experience programs.

"Work-based learning plan" means the intermediary network's annual grant application.

281 – 48.3 (256.40) Statewide work-based learning intermediary network. The statewide work-based learning intermediary network program is established by the department and shall be administered by the department through the Division of Community Colleges.

48.3(1) *Statewide work-based learning intermediary network fund.* A separate, statewide work-based learning intermediary network fund is created in the state treasurer under the control of the department pursuant to Iowa Code 256.40(1).

a. Moneys deposited in the statewide work-based learning intermediary network fund established under Iowa Code 256.40(1) shall be distributed annually to each region for the implementation of the work-based learning plan pursuant to Iowa Code 256.40(7).

b. If the balance in the statewide work-based learning intermediary network fund on July 1 of a fiscal year is one million five hundred thousand dollars or less, the department shall distribute moneys in the fund to the regional work-based learning intermediary networks or consortium of regions on a competitive basis. If the balance in the statewide work-based learning intermediary network fund on July 1 of a fiscal year is greater than one million five hundred thousand dollars, the department shall distribute one hundred thousand dollars to each region and distribute the remaining moneys pursuant to the state aid distribution formula established in 260C.18C.

48.3(2) *Steering Committee.* The department shall establish and facilitate a steering committee comprised of representatives from the department of workforce development, the economic development authority, community colleges, institutions under the control of the state board of regents, accredited private institutions, area education agencies, school districts, and business and industry including, but not limited to, construction trade industry professionals. The steering committee shall:

a. Make recommendations to the department regarding the development and implementation of the statewide work-based learning intermediary network.

b. Develop a design for a statewide network comprised of fifteen regional work-based learning intermediary networks aligned with community college boundaries. The design shall include network specifications, strategic functions, and desired outcomes.

c. Recommend program parameters and reporting requirements to the department.

48.3(3) *Providers.* No more than one entity from each region will be designated as the regional intermediary network. A consortium of entities may collaborate to form a single work-based learning intermediary network in a region.

281 – 48.4(260C) Regional work-based learning intermediary network.

48.4(1) A regional work-based learning intermediary network shall prepare students for the workforce by connecting businesses and the education system and offer relevant, work-based learning activities to students and teachers within the region. The network shall:

a. Conduct a needs assessment in collaboration with school districts within the region to inform the development of core services. Evidence that a needs assessment was conducted shall be maintained and made available upon request by the department.

b. Provide core services as defined in section 48.2.

c. Prepare students to make informed postsecondary education and career decisions. Services shall be integrated with other career exploration-related activities such as the student core curriculum plan and the career information and decision-making system developed and administered in Iowa Code under section 279.61, where appropriate.

d. Build and sustain relationships between employers and local youth, the education system, and the community through communication and coordination.

e. Connect students to local career opportunities.

f. Provide a one-stop contact point for information useful to both educators and employers, including information on internships, job shadowing experiences, and other workplace learning opportunities for students, particularly related to science, technology, engineering, or mathematics occupations, occupations related to critical infrastructure and commercial and residential construction, or targeted industries.

g. Facilitate the attainment of portable, industry-recognized credentials such as the national career readiness certificate, where appropriate.

48.4(2) *Work-based learning plan.* Each network or consortium of networks shall submit a work-based learning plan to the department annually. Each plan shall include provisions to provide core services to all school districts within the region and for the integration of job shadowing and other work-based learning activities into secondary career and technical education programs.

48.4(3) *Funding.* All funds are to be used to develop or expand work-based learning opportunities within the intermediary network region.

a. *Match.* Of the funds received pursuant to section 48.3(1), each regional intermediary network shall contribute a match of resources equal to twenty-five percent pursuant to Iowa Code section 256.40(9). The financial resources used to provide the match may include private donations, in-kind contributions, or public moneys other than the moneys received pursuant to section 48.3(1).

b. *Staffing.* Funds may be used to support personnel responsible for the implementation of the intermediary network program components outlined under section 48.3(1).

48.4(4) *Collaboration.* Regional intermediary networks shall work collaboratively with within the statewide intermediary network and with stakeholders. Evidence of collaboration shall be documented in each region's annual report.

48.4(5) *Advisory council.* Each regional intermediary network shall establish an advisory council consisting of intermediary network stakeholders from business and industry representatives, including construction trade industry professionals, to provide guidance and assistance in developing the intermediary network's work-based learning plan. Advisory councils shall meet at least annually. Meeting minutes shall be maintained and be made available upon request by the department. The advisory council shall be subject to open meetings laws under Iowa Code Chapter 21.

48.4(6) *Annual report.* Each regional intermediary network shall submit an annual report to the department in a manner prescribed by the department. The report shall include, but not be limited to, performance metrics prescribed by the department and a summary of financial expenses.

281 – 48.5 (256.40) Reserved.

281-- 48.6 (256.40) Reserved.

ITEM 2. This rule is intended to implement Iowa Code Section 256.40.