



# KWIB Education Attainment and Employer Engagement Committee Meeting Minutes Draft March 1, 2023

***In-person offer at 500 Mero Street, Frankfort; or Via zoom at 11am ET.***

March 1, 2023, Zoom Meeting Recording

[https://us06web.zoom.us/rec/share/oZd4XakPqqa-wiMnBRIYUFL6DWCRZE7pAw5ca4i9nO4NHDEUQ8vafLfSi5V04G2g.jkiB6k8koGWzUng4?startTime=1677693303000&pwd=zNhfRpnLCs0L5CrZI\\_UIDmEyHTZsSibb](https://us06web.zoom.us/rec/share/oZd4XakPqqa-wiMnBRIYUFL6DWCRZE7pAw5ca4i9nO4NHDEUQ8vafLfSi5V04G2g.jkiB6k8koGWzUng4?startTime=1677693303000&pwd=zNhfRpnLCs0L5CrZI_UIDmEyHTZsSibb)

Passcode: Y!6iQub6

Beth Davisson - <b>CHAIR</b>	X	Mike Willand	
Dr. John Gregory	X	Michelle DeJohn	X
Scott Pierce	X	Tom Thompson	X
Kris Williams (Jessie Schook)	X	Aaron Poynter	
Misty Edwards		Debbie Dennison	X
Jason Luring		Bo Matthews (Justin Browning)	
Patricia Gonzalez		Dianne Owens (Terry Sullivan)	
Dr. Mike Stacy		Jonathan Webb (Amy Samples)	
Dr. OJ Oleka		Dr. Dallas Kratzer	X
Kim Humphrey	X	Elodie Dickerson	
Regan Satterwhite		Karla Tipton	
Karen McFadyen		Khyla Smithers	
Jessica Cunningham		Tony Georges	
Scott Secamiglio		Todd Schmiedeler	
Leslie Sizemore	X	Harper (Smith) Michael	
Anna Larson	X	Sara Tracy	X
Mike Buchanon		Michael Buckentin	
John Oliva		John Greene	
Mike Smith		LaKisha Miller	
Tonya Crum		Lisa Banner	X
Alisher Burikhanov	X	Scott U'Sellis	
Kristi Putnam		Rick Smith, CPE	X
Diana Jarboe		Tara Johnson-Noem	
Michael Gritton		Dr. Beth Hargis	
Johnny Collett	X	Jimmy Staton	
Brian Becker		Tara Roscoe	

Matt Bacon		Amy Neal	
Tricia Davis	X	Robin Harris	

**OTHERS PRESENT:**

Kayla Jude – Apprenticeship Consultant	Beth Engle - KDE	Correy Eimer – NKY
Ethan Schrage – KIPDA	Leslie Slaughter	Mason Dyer - AIKCU
Regina Phillips – KentuckianaWorks	Tanelle Sawyer – KCTCS	
Sara Jagers – KWIB	Elishah Taylor - KWIB	

DRAFT

## 11:00 AM WELCOME

**Beth Davisson, Committee Chair**, welcomed and thanked everyone for their commitment, provided the goal of the committee and walked through the agenda. **Beth** also mentioned Michelle DeJohn's new job and her to give a quick explanation of what she is going to be doing now. **Beth** also welcomed those that attended for the first time: Tanelle Sawyer (KCTCS), Kayla Jude (apprenticeship workforce consultant in the EKCEP/TENCO area), Ethan Schrage (KIPDA), Mason Dyer (AIKCU), and Elishah Taylor (KWIB).

**Beth** shared a screen shot of the strategic plan listing out the workgroups, goals, etc. She expressed that building a workforce that is truly valued by our economy is better for the individual as they earn more and have better opportunities. For example, think of the huge number of jobs and what the future of automation looks like for Kentucky. We know that those jobs that will be replaced, if the employer can't find the right employee, then they will find them somewhere. So, they will automate the front-line jobs except for higher levels of certification and educated individuals.

Alisher, Debbie, and the KWIB team have built a great plan on how we are going to track the goals like how we are doing with apprenticeships, are we increasing the amount of work-based learning opportunities, which are listed within the pre-read documents. So that we have what we can learn from mistakes and how we can utilize process improvement. There is a lot of work to do, but we have a North Star (Strategic Plan) to use these amazing brains to follow through with the groundwork and solve problems.

**Alisher Burikhanov** reiterated that he was honored to be in the same meeting with this distinguished group, moving forward together, partnerships are the driver, and the strategic plan isn't KWIB's plan, it is the Commonwealth's Strategic Plan and the KWIB is an advisor to the Governor to report back on how the state is doing with the state plan. With that brainwork that we are discussing it will be great to report on how we are doing hitting those benchmarks. Employers are more active in how the strategic plan is working throughout the state, which is a different way of how it used to be developed and implemented. We can make progress together with the intention of the committees is to meet goals, collect data, etc. One of the things that our KWIB team wants to implement is that the core committees' work on goals 1-4, then the sub-committees are now to be called working groups to prevent and confusion and provide some clarity of purpose.

**Beth** reiterated that everything Alisher has just mentioned is in the pre-read materials. She asked if anyone had any questions, to please contact Alisher Burikhanov at [alisher.burikhanov@ky.gov](mailto:alisher.burikhanov@ky.gov).

### **CTE Perkins Leadership Funds update**

**Karla Tipton**, Office of Career and Technical Education (OCTE), isn't able to attend today, so **Alisher** reported that the Perkins Leadership Review group has meet and their recommendations were to approve all the requests submitted totaling to \$2 million. **Kris Williams** (Kentucky Career and Technical College Systems) mentioned that any individuals

from KCTCS need to restrain, not to vote, since they have requested funding. **Scott Pierce** also asked if the full board KWIB will approve this after the approval today? **Alisher** confirmed that yes, the decision today will go before the KWIB Board at the next quarterly meeting (March 16, 2023) for final approval. The CTE process and the certification list link can be viewed on the [KWIB site for review](#).

Motion moved by **Scott Pierce**; 2nd the motion **Kim Humphrey**; All voted to approve.

### **CTE Certifications Review**

**Tom Thompson**, Director of the Division of Student Transition and Career Readiness, has approval that will need a vote today. He introduced **Beth Engle**, as she coordinates this work and will cover the certifications that are up for approval today. There were eight industry approved certifications in the review process this round and are listed in the pre-read materials for today. **Debbie** explained their working group as to be the experts that dig in deep for preparation to vote. **Beth** asked if the law enforcement and public safety request all in the same school. **Beth Engle** explained yes, it stemmed from the same region and industry so that the student would be able to gain some pre-academy credentials to help that student go on in that area.

**Sara Tracy** sits on this workgroup, and she sees the work that they put in, with a background in CTE and she wanted to thank those in that workgroup because there is a lot of work done within this before it comes to this committee to vote. Also, what she likes is that the additions are made, but no details are removed. **Debbie** said yes, it is a dynamic list and there isn't anything removed, just added.

**Scott** added that there might be some things requested by the service provider and we have enough confidence of KDE and partners that they do all the work in the background for this committee to have an easy vote. For more information, please review the [CTE Certification Process on KWIB's website](#). Motioned moved by **Sara Tracy**; 2nd the motion **Leslie Slaughter**; All voted to approve.

### **Workforce Focus – Business Engagement**

**Alisher Burikhanov**, Executive Director KWIB, explained that the KWIB has four quarterly meetings that Kim Menke, KWIB Chair, wants to drive discussion during the Board meetings to use your skills and strategies, to brainstorm ideas. Any homework and/or research will be done by the KWIB staff. While the objectives are broad, to the successful deliverables but the metrics piece will be so helpful and alignment increasing work-based learning, apprenticeships, employers being involved in the pk-12 timeframe. It is important to review the state plan and be familiar with it as we move forward so everybody is aware of the purpose and direction of these committees and working groups.

### **Workforce Focus – Education and Workforce Collaborative Board**

**Alisher** touched base on the other board that works in parallel with the KWIB and has some implications to this committee, the Education and Workforce Collaborative Board. The Collaborative was originated by Governor Beshear's Executive Order to align everyone who touches workforce investment to be able to align and collaborate together. The KWIB sets the strategy/tone and direction, which gives the charge to the Collaborative and Executive Branch. The Collaborative can provide execution, but also can put it back to the KWIB. The most recent Collaborative meeting focused on the Justice Involved population, which 95% incarcerated will be released at some point and could be your neighbor, coworker, etc. The purpose of that discussion was to understand what the workforce system doing to support that talent pool that has a higher-than-normal unemployment rate. Also, what

trainings are involved that are in-demand and how we can make sure they are supported after release. Work-based learning ecosystem will be the next collaborative meeting focus on April 20, 2023.

**Beth** mentioned that the last Collaborative Board meeting was great, the partners and stakeholders were represented very well. **Alisher** stated that the other meetings will be held in the same way, gathering information to use for a pre-meeting packet. **Beth** mentioned Bellarmine has a great case study where all their students are getting scholarships and the strong number of students who stay here in Kentucky after graduating.

**Scott** mentioned that historically Cumberland's had more funds available than there are now for training programs. Today if you are on any local boards, you will be lucky to discuss what is needed, but the funding isn't available to implement and that is a concern.

**Beth** brought up the in-person paid internship interviews that the chamber put together, but only had 7 students show up to all three events. For example, they just had one with 5 distilleries represented and only 1 student showed up to get interviewed. It was paid and distillery, which they were very open to this idea. **Lisa Banner**, Beam Suntory, said that the difficulty is getting into the schools and having students show up for events. Most students she speaks to don't realize that there are career opportunities with distillery work, so she knows that awareness is an issue.

**Alisher** reiterates that everybody reviews the pre-read materials and to please reach out to him with any questions.

#### **New Business**

**Beth** announced Johnny Collett has been appointed to the KWIB Board, congrats. **Johnny** thanked everyone and he wants to see how we can intentionally focus on people with disabilities.

**Dallas Kratzer** gave a recap on the VATS Summit held at KCTCS on November 9, 2022. This event introduced employers to SkillBridge and it was a success. For more information, please email Dallas Kratzer at <mailto:dallas.kratzer@ky.gov>.

#### **1:57 p.m. ET Adjourn**

**Scott Pierce** moved motion; and **Kim Humphrey** 2nd motion to adjourn.



# Kentucky Workforce Innovation Board (KWIB) Joint Committee Meeting of Education Attainment and Completion and Employer Engagement

## AGENDA

March 1, 2023

1:00pm – 2:00 pm EST

**RSVP for In-person** in Frankfort – [Debbie.Dennison@ky.gov](mailto:Debbie.Dennison@ky.gov)  
**OR Via Zoom**

[https://us06web.zoom.us/j/89445327672?pwd=UGtTR1FTNTFhMVlxTFByN29pSTIyQT09/DyH72QJoin Zoom Meeting](https://us06web.zoom.us/j/89445327672?pwd=UGtTR1FTNTFhMVlxTFByN29pSTIyQT09/DyH72QJoin+Zoom+Meeting)  
<https://us06web.zoom.us/j/85723044100?pwd=SmdOWIMwNGF3VVEvRVdrUi9wWHZtQT09>

Meeting ID: 857 2304 4100

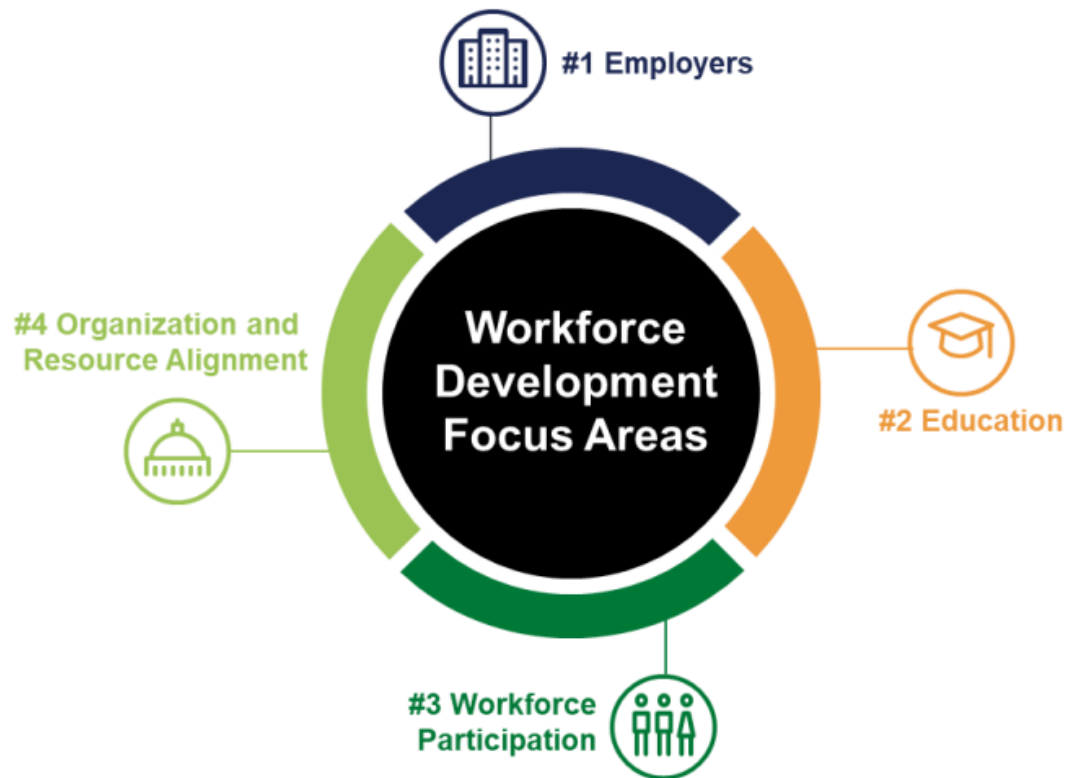
Passcode: 126071

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1:00pm	Welcome and Overview of Goals	Beth Davisson, Chair Vice-President, Kentucky Chamber Foundation
1:15pm	Perkins Leadership Review Recommendations	Alisher Burikhanov, Executive Director Kentucky Workforce Innovation Board (KWIB)
1:25pm	CTE Certifications Review	Tom Thompson, Director Division of Student Transition and Career Readiness Office of Career and Technology Education
1:35pm	Workforce Focus – Business Engagement	Alisher Burikhanov, Executive Director KWIB
1:40pm	Collaborative Board <ul style="list-style-type: none"><li>○ Overview</li><li>○ Relevance</li><li>○ Work-based Learning Ecosystem</li></ul>	Alisher Burikhanov, Executive Director
1:45pm	Discussion – Work-based Learning Ecosystem	
1:55pm	New business	Beth Davisson, Chair
Adjournment		

## Committee: Education Attainment and Employer Engagement

### (Strategic Plan: Goal #1 & Goal #2)



Chair: Beth Davisson

KWIB Staff Contact:

#### **Connected Workgroups:**

1. Sector Strategies (Goal #1)
2. CTE Certification & Continuous Improvement (Goal #2)
3. CTE/Perkins Leadership (Goal #2)

**GOAL #1: Actively engage employers to drive Kentucky's workforce development system**

#### **Strategic Objectives**

1a: Create a workforce development system that is valued by employers.

1b: Establish a clear channel for employer engagement in workforce development services.

1c: Increase the number of employers participating in work-based learning experiences and apprenticeships, while also establishing employer champions.

1d: Engage employers in education efforts from early childhood through Kindergarten, Grade 12, and postsecondary study.

1e: Leverage employer data on workforce projections and training needs, using the talent pipeline management system of the Kentucky Chamber of Commerce and a revamped business service team network.

### **Successful Deliverables:**

1. An increase in employer engagement in education and workforce development, scaling to 3x current levels and mirroring that of neighboring states
2. A drastic (5x) increase in the number of registered apprenticeships and work-based learning opportunities sponsored by employers
3. An established set of best practice industry exposure experiences aligning P-12 delivery with industry needs in local workforce regions
4. At least 40% of Kentucky youth participating in work-based learning during their P-12 years to gain invaluable exposure to workplace skills early in life
5. Streamlined business services team efforts by workforce region which focus on business retention and expansion (BRE) via quality delivery of workforce services
6. Establishment of 50 localized statewide talent pipeline management system consortia, which assist in delivery of real-time data, allowing for better alignment of supply and demand in the workforce

**GOAL #2: Align and integrate P-12, adult education and postsecondary education to provide lifelong opportunities for Kentuckians that prepare them for the rapidly shifting realities of work in the future.**

### **Strategic Objectives**

2a: Increase career exploration opportunities while students are in P-12, and provide all students an opportunity to earn a certificate or credential prior to graduation, with emphasis on those credentials where dual secondary /postsecondary academic credit is awarded.

2b: Review and adjust the structure (locations, pathways, and resources) of Pre-K through postsecondary delivery to align and integrate the Commonwealth's educational infrastructure based on employer needs.



2c: Increase awareness of all market-relevant career pathways among students, educators, guidance counselors, career counselors and parents.

2d: Improve the sharing and use of data to inform the ongoing curriculum design for P-12 and postsecondary institutions.

2e : Create opportunities for early, mid, and later-career learning for all Kentucky workers to provide a range of learning opportunities for growth, upskilling, and adaptation to changes in the nature and structure of work.

2f: Encourage the agility, responsiveness and desire for lifelong learning among older Kentucky workers.

**Successful Deliverables:**

1. An adequate supply of middle and advanced skill workers to meet the hiring projections of Kentucky's employers
2. At least 40% of Kentuckians possess training sufficient to fill a "middle skill" job, with 70% having acquired some postsecondary training or credential beyond a high school diploma
3. High school graduation requirements reformed to give more credit to technical training and promote work-based learning as part of the curriculum
4. Technical education courses are aligned to postsecondary credits and programs offered by local institutions of higher education, increasing the availability of dual credit and "stackable" credentials
5. Implementation of program-specific goals and metrics for K-12 technical education programs aligned with industry needs

Full Strategic Plan can be viewed and downloaded here:

[https://kwib.ky.gov/About/Documents/KWIB\\_Strategic\\_Plan\\_2020.pdf](https://kwib.ky.gov/About/Documents/KWIB_Strategic_Plan_2020.pdf)

## **Workgroup Goals**

### **Goal #1, Employer Engagement**

#### **In the short term, we will:**

- Create a cross-cabinet team to unify statewide leadership, eliminate operational siloes, and communicate consistently with respect to areas of employer need and program service delivery
- Advance the top-line priorities of employers (large and small) for the workforce development system as a cross-cabinet initiative

#### **In the near term, we will:**

- Provide direction to regional / local business services teams led by economic development to streamline the level of effort required for employers to access and acquire workforce services
- Recruit regional, sectoral cohorts of “employer champions” from the business community who can collectively influence businesses to participate in work-based learning experiences (through scale, through supply chain, through vendor networks)
- Form an outreach campaign that places employers “front and center” to educate parents, teachers and counselors on industry opportunities in high-demand fields
- Embed assistance for employer champions that helps them direct educational institutions and workforce providers to deliver value-adding workforce services
- Align and enhance workforce system performance metrics to reinforce accountability of each workforce partner

#### **In the long term, we plan to:**

- Modernize the Commonwealth’s Unemployment Insurance (UI) technology systems to increase claims process efficiency and minimize overpayments
- Perform a recurring review and analysis of data system intelligence on workforce supply compared to economic growth demands and projections to inform the regional emphasis on specific career pathways and alignment of educational programs
- Provide an integrated and valued experience for employers to engage by way of an ombudsman-style coordination with the workforce development system for businesses

### **Goal #2, Education Attainment**

In the short term, we will:

- Identify shortages in current supply versus demand of incumbent worker training
- Assess alignment of technical education and postsecondary programs for both locations and programs
- Create awareness by students of professional opportunities within Kentucky's high-demand fields by leveraging existing networks and modes of communication with employers
- Align P-12 educational assets and infrastructure against documented workforce needs communicated by industry employers
- Create a resource network for older Kentuckians to retrain and upskill for late career opportunities

In the near term, we will:

- Establish statewide advisory committees to aggregate and streamline employer feedback to educators and providers on technical and workforce training needs
- Use data to identify enhancements and augment curricular design to align educational delivery to labor market demand as students transition from P-12 to full-time employment
- Craft messaging targeted to specific audiences (students, parents, teachers, counselors, etc.) to convey the scope and scale of today's available job opportunities, including competitive salaries, exciting and innovative work, tuition reimbursement, and rapid advancement for enthusiastic learners
- Support additional capacity for re-skilling adult populations
- Pilot a P-12 suite of career exploration activities at the school district, city, and county level, leveraging successful existing program models to create a scalable approach

In the long term, we plan to:

- Institutionalize a continuous feedback loop between employers and the education and workforce development community
- Maintain an ongoing balance within the incumbent worker training portfolio
- Structure incentives that keep older workers productive in the workforce longer
- Identify additional opportunities to access, share, and integrate workforce development and education data across workforce partner sources



# KWIB Education Attainment and Employer Engagement Committee Meeting

**DRAFT MINUTES**

**October 12, 2022**

*In-person offer at 500 Mero Street, Frankfort; or Via zoom at 11am ET.*

[July 6, 2022, Zoom Meeting](#) - Access Code: b\*T74sc+.

**MEMBERS PRESENT:**

Beth Davisson - <b>CHAIR</b>	X	Mike Willand	
Dr. John Gregory	X	Michelle DeJohn (Bill Sandell)	X
Scott Pierce	X	Tom Thompson	
Kris Williams (Jessie Schook) - BOTH	X	Aaron Poynter	
Misty Edwards		Debbie Dennison	X
Jason Luring		Bo Matthews (Justin Browning)	X
Patricia Gonzalez		Dianne Owens (Terry Sullivan)	X
Dr. Mike Stacy		Jonathan Webb (Amy Samples)	
Dr. OJ Oleka		Dr. Dallas Kratzer	X
Kim Humphrey		Elodie Dickerson	
Regan Satterwhite		Karla Tipton	X
Karen McFadyen		Khyla Smithers	
Jessica Cunningham		Tony Georges	
Scott Secamiglio	X	Todd Schmiedeler	
Leslie Sizemore		Harper (Smith) Michael	X
Anna Larson		Sara Tracy	X
Mike Buchanon		Michael Buckentin	
John Oliva		John Greene	
Mike Smith		LaKisha Miller	X
Tonya Crum		Lisa Banner	X
Alisher Burikhanov		Scott U'Sellis	X
Kristi Putnam		Rick Smith, CPE	
Diana Jarboe		Tara Johnson-Noem	
Michael Gritton		Dr. Beth Hargis	
Johnny Collett		Jimmy Staton	
Brian Becker		Tara Roscoe	
Matt Bacon		Amy Neal	
Tricia Davis	X	Robin Harris	

**OTHERS PRESENT:**

Adrian Jacobs	Johnny Pittman	Elizabeth Cassidy
Naomi Sutton	Tina Brogli	Regina Phillips
Jeff Lee	Myra Wilson	Jimmy Higdon
Mary Taylor	606-548-2142	Sara Jagers

**11:00 AM WELCOME**

**Beth Davisson, Committee Chair**, welcomed and thanked everyone for their commitment, provided the goal of the committee and walked through the agenda. Beth welcomed Karla Tipton, Branch Manager who will discuss the CTE work.

**Beth** introduced **Sara Tracy**, KY Chamber to provide updates from the Sector Strategy committee and their working groups.

**Beth** went with the Greater Louisville Inc. to Jacksonville, which she appreciated their ability to build relationships and trust among their partners. She feels that this is what is happening within this committee.

#### **CTE Perkins Leadership Funds update**

**Karla Tipton**, Office of Career and Technical Education (OCTE) explained the process that the CTE certifications will be reviewed as it was last year. Beginning Friday, October 14, 2022, requests will be collected until December 15, 2022. Each certification received is reviewed by the BEAT team. The certification requests that are approved by the sub-committee will be lifted to the KWIB for final approval.

The CTE process and the dynamic certification list link can be viewed on the [KWIB site for review](#).

**Beth** mentioned that we are missing Stefanie Ebbens-Kingsley, as she moves onto her new career. Beth wanted to let everyone know that Commissioner Price and team are looking for her replacement. If you know of any candidates, please email [Beth Davisson](#) or [Debbie Dennison](#).

#### **Sector Strategy sub-committee update**

Sara Tracy, Executive Director of the Talent Pipeline Management (TPM) of the Kentucky Chamber and Chair of this sub-committee shared updates. This working group has reviewed **education utilities and renewables** have been identified as high demand industries. There hasn't been a formal review and recommendations to follow, so while the review of the data is ongoing, Sara T wanted the group to understand that a policy/procedure is also being established as well. Debbie Dennison recommended that someone from legal be included in developing this policy.

Debbie – if the policy is drafted through our legal/legislative team, could we send this through email or call a special meeting to decide prior to the next quarterly KWIB meeting. Beth said to call a special meeting for 10-15 minute, to have a vote before November 10, 2022.

#### **Kentucky Chamber/Business Outreach update**

Sara Tracy, Executive Director of the Talent Pipeline Management (TPM) of the Kentucky Chamber Foundation, shared how they are operating TPM moving forward. After 5 years, they realized that using regional project managers worked in the beginning, but now they are going to shift to industry alignment instead. Project managers are going to be experts in industry alignment instead of knowing a little about a lot of different areas.

#### **CTE Certifications Review update**

**Scott U'Sellis**, Analyst with the Office of Career and Technology Education, shared the CTE certifications that have come in since the last committee meeting. There is only one, Agriculture/Environmental Science certification, which passed through the sub-committee to be voted on today.

Discussion was had around the certifications and the thought process for pathways chosen. **Scott Pierce** motioned to recommend; **Dallas Kratzer** second the motion. Motion passed with no dissenting votes.

**Scott** mentioned that if this is approved by the KWIB, then it will be added to the dynamic list on the website.

#### **Joint-working Group/Work-based Learning Info**

Johnny Pittman, chair of the Opportunity Youth and Young Adults, shared that the joint sub-committee has started their review of the KDE Work-based Learning Guide to ensure the resources and information can be used by employers. The goal is to make all state resources regarding work-based learning to employers. The working group has reviewed other states information and will be pulling together sections as it relates to the needs of Kentucky. Johnny looks forward to including even more opportunities for employers to have a seat at the table and move forward with these conversations. He also explained that Debbie Dennison is keeping him updated on how to proceed with the sub-committees as the KWIB gets a new Executive Director.

**Beth** mentioned that **Elizabeth Cassidy** of Bellarmine College in Louisville, is joining the meeting today and she mentioned how well they keep their out of state students in Kentucky. This spiked some interest between Johnny, Dallas, and others to keep the discussion going on how to incorporate college credit within the workplace. Elizabeth would love to participate in that conversation and Beth would like to add this topic to the next Sector Strategy meeting.

#### **New Business**

**Dallas Kratzer**, VATS chair, mentioned the VETS symposium that will take place November 9, at the KCTCS location in Versailles, Kentucky. It is important for Kentucky to be military ready, and military engaged, so this is a one-day event that will show employers how to make this shift in thinking.

**Scott Pierce** moved motion to end the meeting; **Sara Tracy** second the motion. Motion passed with no dissenting votes.

#### **11:48AM ADJOURNMENT**

**AFTER THE NEW BUSINESS WAS MENTIONED, THE MEETING WAS ADJOURNED.**



# Co-op

## ORIENTATION CHECKLIST



**Instructions: Use one checklist for each student.  
Review information with the student after five days  
to ensure thorough comprehension.**

### Student Name:

Explain the business organization and give specific information about the department in which they will work.

Introduce the student to all persons with whom he/she will have contact.

Show the student the location of offices, equipment, and supplies with which he/she will need to be familiar.

Tour the entire business during the first month if not done previously.

Explain the duties of the student's first assignment.

Inform student as to who will supervise him/her and from whom he/she should take orders.

Inform co-workers of their relationship to student and solicit their cooperation.

Inform student of arrival and quitting time, check-in procedures and check-out procedures.

Inform student of lunch time and relief procedures and regulations.

Inform student of time recording procedure, pay schedule, deduction from pay and computation of wages.

Inform student of facilities available such as restrooms, lunchroom, telephone,

Inform student as to appropriate clothing to be worn.

Inform student about any information which is to be kept confidential.

Familiarize student with employee benefits.

Inform student of clauses in union agreement which pertain to him/her if such an agreement exists.

Inform student of promotional possibilities in your firm.

Provide special pamphlets, brochures and materials that include information about the company, its policies, fringe benefits and related terminology.

Inform student of safety regulations as required by OSHA.

Employer:

Worksite Supervisor:

Student's Job Title:

Supervising School Staff:

Date:



# Kentucky

## WORK-BASED LEARNING

### Students get...

- Career exploration and training
- The opportunity to apply technical, academic and employability skills
- Mentoring and networking opportunities from occupational experts
- An understanding of the world or work

### Employers get...

- Access to a pipeline of skilled and motivated potential future employees
- Improved employee retention
- Reduced training/recruitment costs
- The opportunity to mentor the next generation of workforce leaders

## TYPES OF WORK-BASED LEARNING



### Service Learning

Service learning integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility and strengthen communities.

### Mentoring

A mentor is a volunteer from the business and industry community that helps students become aware of career opportunities and work ethics in a one-to-one relationship that goes beyond the formal obligations of a teaching or supervisory role.

### Job Shadowing

Job shadowing gives students the opportunity to learn through on-the-job observation of an individual in a chosen occupation.

### School-Based Enterprises




School-based enterprises are simulated or actual business conducted within a school that are designed to replicate a specific business or segment of an industry. They assist students in acquiring work experience related to their chosen career cluster/pathway.

### Internships

Internships give students the opportunity to have on-the-job training with one employer. This type of experience can be classified as short or long-term, as well as a paid or non-paid.

### Entrepreneurship



Entrepreneurship gives students a deeper understanding of economic principles and the opportunity to apply classroom learning by organizing and operating a business.

### Cooperative Education

Cooperative education is a paid, long-term educational program consisting of in-school instruction combined with program related on-the-job work experience in a business or industrial establishment.

### Registered Apprenticeship

Registered apprenticeship is a work-based learning model regulated by the U.S. Department of Labor that leads to a nationally-recognized credential known as a Journeyman Certificate.

Kentucky's youth/pre-apprenticeship model is known as Tech Ready Apprentices for Careers in Kentucky (TRACK).

KENTUCKY CTE  
**EMPOWERED**  
Today's Career and Technical Education





Program Area/ Program	Career Pathway / Program of Study	CIP Code(s)	2022-2023 Industry Certification Name / Industry Certification Standard / Credentials	Phase-Out	High Demand	Date Received	Recommended addition to Valid Industry Certification List? Yes/No	BEAT Recommendation	Date Presented for Sub-Committee	Recommended to the EA/PE Committee? Yes/No	Date Presented for the EA/EE Committee	Recommended to the KWBE? Yes/No	Date Presented for KWBE	Status - Approved / Pending / Deval	Version Update?	
Computer Science	Informatics	11-0802.00	Microsoft Power BI			11/18/2022	Yes	The Computer Science BEAT recommends this certification be added to the valid list for Informatics. BEAT members felt that the certification covered the content that would be valuable for students who are planning to pursue a career as a data analyst.	2/1/2023							
Construction	Industrial Electricity Assistant	48-0302.00	Electrical Alliance Intern credential Credential Standardized Five Year Curriculum for BEW/NCEA Apprenticeship			11/18/2022	Yes	The Construction BEAT committee recommends this certification be added to the valid list for Industrial Electricity Assistant. BEAT members felt that the certification covered the content that is valuable for students who are planning to pursue a career and additional training in the field.	2/1/2023							
	Law Enforcement Fire Science	41-0107.00 41-0201.00	IAA Basic Life Support			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
	Law Enforcement Fire Science	41-0107.00 41-0201.00	Stovaco Blood			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
	Law Enforcement Services	41-0107.00	NFPA 2000 Standard for Small Commercial Aircraft Systems (AAS) Used for Public Safety Operations			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
	Law Enforcement Services	41-0107.00	National Certified Protection Officer Certification (CPDO)			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
	Law Enforcement Services	41-0107.00	N.E.C.I. 9-1.1 National Basic 9-1-1 Dispatch Certification			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
	Law Enforcement Services	41-0107.00	National Law Enforcement Certification/NLEC IAD/EST Endorsed			11/18/2022	Yes	The Law and Public Safety BEAT committee has recommended adding this certification as a stacked credential.	2/1/2023							
Business & Marketing	Management & Entrepreneurship	54-0701.00	Expans Employment Professionals Career Preparedness Certification			11/18/2022	No	The Industry Certification was requested by a vendor. To be considered, industry certifications must be recommended by business and industry representatives.	2/1/2023							
Business & Marketing	Management & Entrepreneurship	54-0701.00	Expans Employment Professionals Business Office Technology Certification			11/18/2022	No	The Industry Certification was requested by a vendor. To be considered, industry certifications must be recommended by business and industry representatives.	2/1/2023							
Health Science	Phlebotomy Technician	51-1000.01	Certs-Phlebotomy			11/18/2022	No	Credit-phlebotomy and EKG certification are currently available to students throughout the college curriculum.	2/1/2023							
Law and Public Safety	Industrial Electricity	48-0302.00	FEMA IS-200, IS-201, IS-300, IS-401, IS-403, IS-404, IS-405, IS-406, IS-407, IS-408, IS-409, IS-410, IS-411, IS-412, IS-413, IS-414, IS-415, IS-416, IS-417, IS-418, IS-419, IS-420, IS-421, IS-422, IS-423, IS-424, IS-425, IS-426, IS-427, IS-428, IS-429, IS-430, IS-431, IS-432, IS-433, IS-434, IS-435, IS-436, IS-437, IS-438, IS-439, IS-440, IS-441, IS-442, IS-443, IS-444, IS-445, IS-446, IS-447, IS-448, IS-449, IS-450, IS-451, IS-452, IS-453, IS-454, IS-455, IS-456, IS-457, IS-458, IS-459, IS-460, IS-461, IS-462, IS-463, IS-464, IS-465, IS-466, IS-467, IS-468, IS-469, IS-470, IS-471, IS-472, IS-473, IS-474, IS-475, IS-476, IS-477, IS-478, IS-479, IS-480, IS-481, IS-482, IS-483, IS-484, IS-485, IS-486, IS-487, IS-488, IS-489, IS-490, IS-491, IS-492, IS-493, IS-494, IS-495, IS-496, IS-497, IS-498, IS-499, IS-500, IS-501, IS-502, IS-503, IS-504, IS-505, IS-506, IS-507, IS-508, IS-509, IS-510, IS-511, IS-512, IS-513, IS-514, IS-515, 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stacked credential. NO standalone exams. New Stack: Stop the Bleed, AHA BLS, FEMA IS-100, IS-200, IS-700, IS-800, OSHA 10 AND one of the following: Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), KY Fire Commission Basic 1 Certification (115 hours), KY Fire Commission Basic 2 Certification (300 hours)	2/1/2023							
Law and Public Safety	Law Enforcement Services and Fire Science	41-0107.00 41-0201.00	Begin phlebot depositions of NOCT Criminal Justice Advanced					The Law and Public Safety BEAT recommends beginning the phlebot test process of the credential to offer the stacked credential as recommended	2/1/2023							
Manufacturing	Welding Entry Level	48-0500.01	NCCER for Welding				Yes	The Manufacturing BEAT recommends adding NCCER to Welding and phlebot on the AWS 2P certification.	2/1/2023							
Manufacturing	Welding Entry Level	48-0500.01	AWS 2P		2024		Yes	The Manufacturing BEAT recommends phasing out the AWS 2P welding certification.	2/1/2023							

## **Overview - History/Background of the Perkins Act**

The Carl D. Perkins Vocational and Technical Education Act was first authorized by the [federal government](#) in 1984 and reauthorized in 2018. Named for [Carl D. Perkins](#) (U.S. Representative from Kentucky), the act aims to increase the quality of technical education within the United States in order to help the economy. The Perkins Act provides almost \$1.3 billion in federal support for career and technical education programs in all 50 States, including support for integrated career pathway programs.

A bipartisan measure reauthorized the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) and continued Congress' commitment in providing nearly \$1.3 billion annually for career and technical education (CTE) programs for our nation's youth and adults. The new law, *the Strengthening Career and Technical Education for the 21st Century Act*, includes new requirements for "programs of study" that link academic and technical content across secondary and postsecondary education and strengthens local accountability provisions that will ensure continuous program improvement.

The Kentucky Board of Education (KBE) serves as the State Board for Career and Technical Education, in Kentucky. The Kentucky Department of Education (KDE) administers the Carl D. Perkins funds. The Associate Commissioner of the KDE Office of Career and Technical Education (OCTE) serves as the Perkins State Director and provides oversight and coordination of all Perkins activities. The OCTE implements and monitors the secondary and postsecondary Perkins grants, provides technical assistance to secondary career and technical education programs, the Kentucky Community and Technical College System (KCTCS), and the universities within the state.

*The KBE has delegated to the Kentucky Workforce Investment Board (KWIB) the state leadership activities referred to in 20 U.S.C. sec. 2344 to be conducted in accordance with the Strengthening Career and Technical Education for the 21st Century Act required and permissible uses of funds specified in the and subsequent amendments thereto. The maximum amount of funds allowed by 20 U.S.C. sec. 2322 (a) (2) are reserved and made available for state leadership activities.*

Grantee	Amount Awarded 21-22	Amount Requested 22-23
<b>OCTEST</b>		
PD	\$ 125,000.00	\$ 160,000.00
Technical Assistance	\$ 25,000.00	\$ 47,000.00
Career Programs & Pathways	\$ 445,945.00	\$ 486,500.00
OSHA	\$ 42,500.00	\$ 36,100.00
Non-Traditional Camps	\$ 60,000.00	\$ 60,000.00
KCTCS	\$ 429,850.00	\$ 429,850.00
Adult Ed	\$ 112,880.00	\$ 65,000.00
Corrections	\$ 72,000.00	\$ 72,000.00
DJJ	\$ 14,810.00	\$ 16,760.00
KSB	\$ 7,278.00	\$ 2,640.00
KSD	\$ 40,000.00	\$ 30,595.00
EKU PD	\$ 6,750.00	
WKU PD	\$ 10,500.00	\$ 12,000.00
Morehead PD	\$ 4,500.00	
Murray PD	\$ 9,000.00	\$ 9,000.00
UK PD	\$ 3,000.00	\$ 6,000.00
NIT	\$ 402,500.00	\$ 464,000.00
NTI Curriculum	\$ -	\$ 67,500.00
U of L	\$ 54,793.00	\$ 53,815.00
U of L	\$ 20,000.00	
<b>TOTAL</b>	\$ 1,886,306.00	\$ 2,018,760.00