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MEMORANDUM

TO: Florida College System Presidents
School District Superintendents
District Career and Technical Education Directors

FROM: Henry Mack, Senior Chancellor

DATE: January 13, 2022

SUBJECT: **Workforce Program Inventory - Information Request**

DEADLINE: April 15, 2022

During the 2021 legislative session, House Bill (HB) 1507 modified section 1011.80(2), Florida Statutes (F.S.), related to State Board of Education (SBOE) approval of Florida College System and school district workforce education programs. Section 1011.80(2)(a), F.S., now requires the SBOE to establish criteria for review and approval of new workforce education programs. Section 1011.80(2)(b), F.S., specifies the conditions under which new workforce education programs may receive performance funding and additional full-time equivalent membership funding. The implementation of HB 1507 requires the Florida Department of Education (FDOE) to collect an inventory of all workforce education programs active in the 2021-22 year.

Under separate cover, each agency will receive a program inventory Excel file containing a tab for clock/credit programs and a tab for non-credit programs (also referred to as continuing workforce education courses, corporate college course or fee for service courses). The data in the Excel files are derived from data collected through state reporting, the FloridaShines Catalog and institutional websites, where available. Each agency will reconcile the active program inventory against institutional records to ensure the inventory accurately reflects active programs in 2021-22. We ask that agencies submit their completed workforce program inventories no later than April 15, 2022.

The data collection process will be facilitated by Credential Engine, the organization that is partnering with FDOE and multiple Florida state agencies on the Education Meets Opportunity Platform. To aid in completing this request, copies of FDOE and Credential Engine technical assistance materials are attached. Recordings of technical assistance webinars are available at <https://www.gotostage.com/channel/d5d4a61d741c4374b852b9d0b0eaf020>.

Henry Mack
Career and Adult Education

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For questions regarding the program inventory, please contact Vice Chancellor Tara Goodman at Tara.Goodman@fldoe.org (districts) or Executive Vice Chancellor Carrie Henderson at Carrie.Henderson@fldoe.org (FCS institutions). Additional information about the program approval process, which is also outlined in HB 1507 is forthcoming. Thank you for your assistance in completing the program inventory.

HM/hl

Attachments

Cc: Jacob Oliva, Senior Chancellor, Division of Public Schools
Kathy Hebda, Chancellor, Division of Florida Colleges
Dr. Carrie Henderson, Executive Vice Chancellor, Division of Florida Colleges
Tara Goodman, Vice Chancellor, Division of Career and Adult Education
Emilie Rafal, Director of Programs, Credential Engine
Ashley Thimmes, Online Career & Academic Advising, Florida Virtual Campus
FCS Council of Instructional Affairs
FCS Council for Workforce Education