

V. Resources Guidebook

This guidebook describes all the programs which have goals related to School-to-Career principles and are referenced throughout the Resource Mapping documents. It is designed as a companion guide to the Resource Mapping Database, but it can also be used as a general reference tool for information about programs which could/do support School-to-Career.



Chapter 5

Resources Guidebook

~ Federal and State Initiatives Which Could Support School-to-Career Principles ~

The Resources Guidebook provides brief descriptions about the programs which are included in the Resource Mapping database and referenced throughout this publication. This guidebook is designed to be used as a companion tool to the Resource Mapping Database. The first page provides an alphabetical snapshot of all the programs, listing each initiative and its corresponding page number in the guidebook. Flip to the indicated page for a brief description of the initiative and contact information.

Additionally, all the programs included in the Database and described in this Guidebook are those programs and initiatives referenced throughout the entire "Resource Mapping: An Atlas for Sustainability" document.

Programs are categorized into four major sections, referenced throughout the Resource Mapping documents:

- 1) Education reform initiatives
- 2) Initiatives serving at-risk youth
- 3) Workforce development initiatives
- 4) Initiatives serving families and communities

Within each section, related programs are further grouped under sub-headings. For more information about any of the programs listed in this guidebook, contact information follows each program listing.



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EDUCATION REFORM INITIATIVES

Standards and Assessments

HB 93-1313 was passed by the Colorado General Assembly in 1993. This education reform legislation charges each school community in Colorado with 1) reaching a clear and common understanding of what students should be learning in academic subject areas; 2) measuring student progress towards meeting such expectations; and 3) using this information to change teaching and curriculum to help each student meet expectations for the skills and knowledge they should be acquiring. The state standards are based on the national standards, and were developed/refined via the input of over 2,000 educators, parents, and community members across Colorado. Districts may either adopt the standards or set their own standards to meet or exceed the state standards. The legislation also sets out a schedule for assessing students' progress towards meeting the state standards, rolling out a schedule of mandated statewide grade-level assessments for specified content standards.

A Resource Bank was also established by HB 93-1313. This resource bank provides a variety of information and examples plus professional development strategies for implementing academic content standards, including information about model content standards; directories of other resources, including the national standards and standards work from other states; curriculum development and professional development resources; sample assessments; Information Literacy Guidelines and Rubrics; School-to-Career information; Adult Basic Education program standards; examples and materials specifically addressing the needs of special populations regarding standards and assessments; and an annotated bibliography of related resources. The resource bank is currently available on CD-Rom and has been distributed to Districts and School-to-Career Partnerships across Colorado. The next version of the Resource Bank will be available electronically.

For more information about academic content standards and assessments in Colorado, contact the Colorado Department of Education, Division of Assessments/Standards (303-866-6678).

Goals 2000

This initiative is designed to support local efforts to increase student achievement in a standards-driven education system. Colorado's eight goals were developed by the Colorado Education Goals Panel; they are related to the national education goals: Goal 1) Establish and maintain clear standards for what students must know and be able to do; Goal 2) Implement assessments to ensure that students are meeting high academic standards; Goal 3) Align curriculum and instruction to standards and assessments; Goal 4) Prepare and support educators to enable students to reach high standards; Goal 5) Begin education early to ensure that students are ready to learn when they begin school; Goal 6) Create safe, disciplined, and drug-free learning environments; Goal 7) Promote partnerships and establish links among education (preK-16), parent, and business communities to support children and schools; and Goal 8) Share responsibility and be accountable for results.

Goals 2000 consists of four separate grant programs. Local Improvement Grants are to increase



student achievement via implementing standards, especially focusing on customizing projects to individual communities. CASSI grants are available to implement joint efforts across preK-12, higher education, business, and communities that address the complex systemic issues of bringing standards to Colorado classrooms. Student Initiated Grants are to provide leadership opportunities for Colorado students and preservice teachers to initiate and implement projects to enhance personal and school-wide learning within a standards-driven framework. Technical Assistance Bank Grants are to aid schools and districts in the early stages of implementing standards to meet local needs by linking expertise and funds to these efforts.

Goals 2000 is authorized by Goals 2000: Educate America Act. For more information about Goals 2000 in Colorado, contact the Colorado Department of Education (303-866-6739).

School Finance Act

This is the primary funding for Colorado K-12 schools, including general operations and salaries. Funds are allocated via a formula based on student enrollment: Districts receive a base per-pupil amount for each pupil identified in the October count, plus additional funds which account for district variances in cost of living, personnel costs, and size. The formula also includes extra funds for at-risk pupils, based on eligibility for participation in the federal free lunch program.

The Colorado School Finance Act is authorized through the Public School Finance Act of 1994. For more information, contact the Colorado Department of Education, Public School Finance Division (303-866-6847).

Professional Development

Dwight D. Eisenhower Professional Development Program provides states with funds for professional development in the “core academic areas” with an emphasis on mathematics and science; English, foreign languages, civics and government, economics, arts, history, and geography are also included. The program is designed to help ensure that teachers and other district and school educators have access to high-quality professional development that is aligned with challenging state content and student performance standards, and to support the development and implementation of sustained and intensive high-quality professional development activities in the core academic subjects.

Eisenhower programs are authorized by Improving America's Schools Act, Title II. For more information about this program, contact the Colorado Department of Education, Office of Special Services (303-866-6782).

Colorado Educational Flexibility Program

“Ed-Flex” is a statutory provision which allows the Colorado Commissioner of Education to grant various federal waivers around provisions in Title I (all four parts), Title II, Title IV, and Title VI of Improving America's Schools Act. Both statute and regulation may be waived for any of these titles. Any district or school may apply for waivers – but the recipient must demonstrate



that student performance will be increased via the waiver. Colorado's goal is to help all students be successful in school by removing barriers which may prevent some students' achievement.

Ed-Flex waiver authority is allowed under Improving America's Schools Act. For more information about Ed-Flex waivers, contact the Colorado Department of Education, Office of Special Services (303-866-6782).

Consolidated Application

This is a district-level reform which allows Colorado school districts to present a five-year plan to the U.S. Department of Education, whereby the administrative funds of Titles I, II, IV, and VI of Improving America's Schools Act are consolidated. The goal of consolidated application is to provide districts the ability to collapse federal education programs and align curriculum with district goals. Under Consolidated Application, federal administrative dollars go into one fund at the district level; program dollars (building-level funds) go to the schools for programs which are designed within the schools. Consolidation plans must also be built around the eight education goals of Goals 2000.

School-Wide Consolidation is a related reform to Consolidated Application, allowing individual high-poverty schools to submit a plan for a school-wide consolidated program. Additionally, schools with less than 50% poverty, who want to do a school-wide program, may do so if they submit a waiver request (under Ed-Flex) to the state. 130 school-wide sites currently exist in Colorado.

Consolidated Application is authorized by Improving America's Schools Act, Title XIV. For more information about Consolidated Application or School-Wide Consolidation, contact the Colorado Department of Education, Office of Special Services (303-866-6782).

Distance Learning Initiatives

The Aggregated Network is a current proposal in the Colorado General Assembly to develop an aggregated network, whereby a network access point would be available in every county seat in the state to electronically integrate state government, higher education, K-12 schools, and libraries. This legislation did not pass in the 1998 legislative session, but has been re-introduced in the 1999 session.

Distance Learning Networks include a variety of cable, fiber optics, and telephone lines which criss-cross the state, comprising several distance learning networks. These networks (infrastructure) and equipment have primarily been funded through combinations of federal, state, and private funds. Most of these networks are isolated from each other, creating "islands of excellence."

At the school building level, funds for appropriate equipment have been provided by a variety of means such as district operating revenue, capital reserve funds, and bond elections. In 1997, the Technology Learning Grant and Revolving Loan made \$20 million available to support



distance learning in K-12 schools, libraries, and higher education institutions; the funds were not re-appropriated in FY 1998. If successful in 1999, this legislation will save these agencies funding and increase access to information.

For more information about distance learning initiatives, contact the Colorado Department of Education, Educational Telecommunications Unit (303-866-6859).

Technology Literacy Challenge Grants provide incentives for long-term planning and implementation of school and district technology initiatives designed to improve student achievement in a standards-based curriculum. Co-TLCF grants bring connectivity, professional development, modern computers, and effective software and on-line resources to K-12 and adult learners throughout the state.

Technology Literacy Challenge grants are federally authorized, under Title III. Grants are awarded to Districts and Boards of Cooperative Education Services on a competitive basis. For more information about Co-TLCF grants or other distance-learning initiatives, contact the Colorado Department of Education, Educational Telecommunications Unit (303-866-6859).

Charter Schools

This education reform has been developed as a way to increase educational choice for children and families, and to improve the academic performance of Colorado's students. Enabling state legislation, passed in 1993, permits self-governing schools to be organized by students, teachers, community groups, and parents within public school districts. Each Charter School is accountable to the local board of education to ensure compliance with applicable laws, charter provisions, and the state constitution. Charter Schools operate via contracts, negotiated between the school and the local board of education, and seek waivers in order to operate in a manner free from various state rules and regulations. Schools are responsible for their own operations, as negotiated in the charter; schools receive a minimum of 80% of the per-pupil operating revenue (PPOR) and must contract for their own space. Once a charter has been granted, any student in the state may attend the school, as long as space is available.

In Colorado, Charter Schools have been authorized SB 93-183, the Charter Schools Act. For more information, contact the Colorado Department of Education, Office of Educational Services (303-866-6678).

Vocational Education Initiatives

Carl Perkins is intended to improve our national economic competitiveness by ensuring that the academic and occupational skills of all population segments are more fully developed. Resources are primarily concentrated on improving educational programs leading to academic, occupational training, and re-training skill competencies necessary for employment in a technologically advanced workplace. In Colorado, Perkins funds supports the community college system's mission to help develop Colorado's human resource potential and to contribute to the state's economic growth.



Programs are authorized by the Carl D. Perkins Vocational and Applied Technology Education Act, as amended in 1990. For more information, contact the Colorado Community Colleges and Occupational Education System (303-620-4000).

Tech Prep funds provide planning and demonstration grants to consortia of local secondary education agencies and postsecondary institutions to develop educational programs which lead to an associate degree or a two-year certificate. Funds are awarded on a competitive basis and may serve all students who are enrolled in a secondary or postsecondary school participating in a Tech Prep consortium.

Tech Prep is authorized by Title III of the Carl D. Perkins Vocational and Applied Technology Education Act, as amended in 1990. For more information, contact the Colorado Community Colleges and Occupational Education System (303-620-4000).

Colorado Vocational Act is designed to enhance the quality of vocational education programs in Colorado. Vocational education programs offered through Colorado's high schools are an important part of the state's comprehensive delivery system of occupational education which is designed to prepare individuals both for jobs and further education. State Vocational Act funds reimburse secondary school districts for a portion of the cost of offering approved vocational programs to students.

Funds are appropriated by the General Assembly, authorized by The Colorado Vocational Act of 1970. For more information, contact the Colorado Community Colleges and Occupational Education System (303-620-4000).

Higher Education Initiatives

Post-Secondary Enrollment Options Act (22-35-101 to 110, C.R.S.) allows students who need additional educational challenges or a more conducive setting to maintain interest in completing high school to take post-secondary courses as high school juniors and seniors. Through this program, students may simultaneously earn college credit and credit toward high school graduation. For students opting to take advantage of the program, the Act requires school districts to reimburse the tuition for up to two college courses per academic term upon successful completion of the courses. Funds for this program come from the district's general funds.

A few districts have used Post-Secondary Enrollment Options as the basis for a 5th Year Program wherein students may receive both a high school diploma and an associates degree from a community college by staying enrolled at their high school for five years, rather than the traditional four years.

For more information about Postsecondary Options, contact the Colorado Department of Education, Office of Educational Services (303-866-6678).



Higher Education Act provides funds to four-year institutions of higher learning. Funds are primarily allocated for a) student financial aid which provides grants, loans, and scholarships to qualifying students; b) operating funds for institutional lending; and c) quality indicators for institutional incentives.

The Higher Education Act is authorized by the General Assembly. Funds supporting student financial aid and institutional lending are authorized by H.B. 85-1187; funds for institutional incentives are authorized by H.B. 96-1219.

Teacher Preparation Programs are four-year degree programs in postsecondary institutions which prepare future teachers with the pedagogical and content knowledge to be successful K-12 educators.

For more information about the Higher Education Act or other postsecondary programs, contact the Colorado Commission on Higher Education (303-860-2723).

PROGRAMS TO SERVE AT-RISK YOUTH

Improving America's Schools Act

This federal education program, passed in 1994, reauthorizes the Elementary and Secondary Education Act of 1965. The reauthorization's purpose is to improve teaching and learning, enabling all children to meet challenging academic content and student performance standards. It supports state and local education reform efforts and promotes resource coordination to improve education for all students. Funds target school improvement initiatives, including programs for high poverty schools and at-risk students, math and science professional development programs, bilingual education programs, safe and drug-free schools initiatives, and others.

Improving America's Schools Act consists of a number of entitlement programs. Title I programs, serving high poverty schools and at-risk youth, receive a significant portion of the total funds. Programs provided under Improving America's Schools Act include Bilingual Education (Title VII); Title I; Migrant Education (Title I); Even Start (Title I); Eisenhower Professional Development (Title II); Safe and Drug-Free Schools and Communities (Title IV); and Innovative Education Strategies (Title VI). All of these programs are described, in more detail, in this section and in the Education Reform section.

For additional information about Improving America's Schools Act, contact the Colorado Department of Education, Office of Special Services (303-866-6782).

Title I comprises a large portion of Improving America's Schools Act, funding programs targeted to the economically disadvantaged.



Title I consists of four parts: Part A is the largest, funding basic formula grants to aid disadvantaged children who are failing or most at risk of failing to meet the state's challenging content and student performance standards. Funds are allocated both to high-poverty school districts and institutions serving neglected or delinquent children. Part B funds Even Start Family Literacy Programs (see Section 4 for more detail). Part C funds education of migratory children. Part D funds programs for children and youth who are neglected, delinquent, or at-risk of dropping out.

Title I is authorized by Improving America's Schools Act of 1994, described in this section. For more information about Title I programs, contact the Colorado Department of Education, Accelerated Literacy Unit/Title I (303-866-6782).

Bilingual Education programs are provided to students whose first language is not English and who currently possess limited English-proficiencies which may affect their academic success. Title VII of Improving America's Schools Act provides the largest portion of funds to schools for providing bilingual education. Districts and Boards of Cooperative Education Services (BOCES) apply directly to the U.S. Department of Education for Title VII funds for instruction and staff development to support high quality bilingual education. Title VII grants are typically awarded for three-to-five years and are primarily based on enrollment and bilingual needs. Postsecondary institutions may also apply for funds to provide programs to train bilingual teachers.

Bilingual education programs are authorized by Improving America's Schools Act, Title VII. Additional bilingual education programs are supported by the Emergency Immigrant Education Assistance Act and by the Colorado General Fund. For more information about Bilingual Education programs, contact the Colorado Department of Education, Accelerated Literacy Unit/Title VII (303-866-6771).

Education Improvement (Title VI) is an extremely flexible funding stream. Essentially, it is a broadly targeted block grant which combines funds from nearly 30 different programs. Title VI is designed to reach all students – however, staff development and programs around meeting the needs of at-risk and gifted and talented students are emphasized in the legislation. Colorado's priorities for Title VI include school reform, early childhood, and prevention initiatives.

Education Improvement grants are authorized by Improving America's Schools Act, Title VI. For more information, contact the Colorado Department of Education, Innovative Educational Strategies Unit (303-866-6780).

Homeless Education

Homeless Education Programs are designed to ensure quality educational services to homeless children and youth. Programs are primarily focused on removing educational barriers for these students and providing strong community linkages to ensure that children of the homeless get to school. Funds are awarded to school districts on a competitive basis.



Educational programs for children of the homeless are federally authorized by the Educate Homeless Children Act. For more information, contact the Colorado Department of Education, Prevention Initiatives Unit (303-866-6861).

Special Education Initiatives

Individuals With Disabilities Education Act (IDEA) is the largest funding stream for special education services in Colorado. Funds primarily provide a range of services around instruction, vocational training, and related services, such as therapy. Services are available for any child or youth, up to age 21, with an identified disability which has been revealed through an assessment. Additionally, transition services are mandated for students over age 16 – such services are designed to support students' transition from school to work and adult life. A transition plan is developed for every special education student, over the age of 16; a statement of transition needs is required at age 14.

Services are authorized federally, by the Individuals with Disabilities Education Act. For more information about IDEA and special education services, contact the Colorado Department of Education, Special Education Services Unit (303-866-6669).

Children with Disabilities funds also exist at the state level, appropriated by the General Assembly. These funds provide similar services to those provided under IDEA and are available to serve students with an identified disability which has been revealed through an assessment of the student's abilities.

Funds are authorized under the Exceptional Children's Educational Act, appropriated by the General Fund, HB 97-1249. For more information, contact the Colorado Department of Education, Special Education Services Unit (303-866-6669).

Gifted and Talented Education programs fall under the Exceptional Children's Education Act in Colorado and are funded under a separate line in the state appropriation. Services are available for children who's abilities, talents, and potential for accomplishment are so exceptional or developmentally advanced that they require specialized programming to meet their educational needs. Districts apply annually for state funds to support district and school services for gifted and talented students.

Funds are authorized under the Exceptional Children's Educational Act, appropriated on a competitive basis by the General Fund, HB 97-1249. For more information, contact the Colorado Department of Education, Office of Educational Services (303-866-6678).

Systems Change is a federal special education grant which focused on inclusion. Funds were targeted to designated model sites which developed plans for improving services to special needs student populations by including such students in projects which benefit all students in the school.

Grant funds were authorized by the Individuals with Disabilities Education Act. For more



information about the Systems Change Project or other special education services, contact the Colorado Department of Education, Special Education Services Unit (303-866-6669).

Prevention Initiatives

Drop-out Prevention Programs target youth, 21 and under, who have dropped out of school or are at-risk of dropping out of school. Programs include alternative schools, drop-out recovery programs, and programs which target potential drop-outs and encourage them to stay in school.

Suspension/Expulsion Grant Program provides grants to districts to serve students who have been suspended or expelled from school. Grants also include prevention services for students “at-risk” of being suspended or expelled.

Funds for Drop-out Prevention and Suspension/Expulsion programs are allocated from the General Fund to Districts by a competitive grant process. For more information about these programs, contact the Colorado Department of Education, Prevention Initiatives Unit (303-866-6861).

Police-School Partnerships is a Colorado Department of Education initiative to promote partnerships between local law enforcement and school officials that strengthen pro-social development in youth. Strategies are primarily targeted to activities to prevent delinquent behavior. Partnerships also promote collaboration between schools and the legal system to foster citizenship and respect for lawful behavior. For more information about this partnership, contact the Colorado Department of Education, Prevention Initiatives Unit (303-866-6861).

Safe and Drug-Free Schools and Communities funds are awarded to districts to help reduce “risk” behavior in youth and develop and maintain safe climates in schools through violence prevention and intervention and positive campus management. These funds are very flexible; districts are encouraged to target programs to meet district goals. The majority of funds (70%) are distributed based on the enrollments of public and private elementary and secondary schools within the District. The remaining funds (30%) are distributed to districts with the highest need, based on an analysis of child deaths, reports of child neglect and abuse, dropouts, youth violent crime and substance abuse crime arrests, unemployment, and mobility.

Safe and Drug-Free Schools and Communities programs are authorized by Improving America's Schools Act, Title IV, Part A. For more information, contact the Colorado Department of Education, Prevention Initiatives Unit (303-866-6861).

Early Childhood Initiatives

Colorado Preschool Program has been designed to serve at-risk preschoolers in Colorado – the program's primary goal is to ensure that young children are ready to begin school. The Colorado Preschool Program funds 8,850 preschool slots, the majority of which are for four-year-olds; 500 slots are for five-year-olds to attend full-day kindergarten. 25% of the slots are provided by Head Start, 25% are provided by private for-profit and non-profit preschools, and



50% are provided by school districts. In the future, the program hopes to expand to include three-year-olds. Currently, the program serves the at-risk four-year-olds not served by Head Start.

The Colorado Preschool Program is authorized by the School Finance Act. For more information about preschool programs, contact the Colorado Department of Education, Early Childhood Initiatives Unit (303-866-6710).

Preschool Special Education programs also exist in Colorado. Separate programs provide services to infants and toddlers and to three-, four-, and five-year-olds. Funds to support preschool special education funds are allocated by the Individuals With Disabilities Act and by the General Assembly.

For more information about Preschool Special Education programs, contact the Colorado Department of Education, Office of Special Services (303-866-6782).

Vocational Rehabilitation

Voc Rehab funds provide a variety of employment and training services to any eligible individual with a physical or mental impairment which is a vocational impediment to employment. Working with a counselor, each Voc Rehab client develops an individualized plan for employment to pursue the education, training, counseling, etc. necessary to meet his/her employment goals. Voc Rehab pursues aggressive goals around employment and self-sufficiency for clients.

Vocational Rehabilitation services are authorized by the Rehabilitation Act of 1992, as amended (U.S. Code 29). For more information, contact the Colorado Department of Human Services, Division of Vocational Rehabilitation (303-620-4152).

School-to-Work Alliance Program (SWAP) is a unique partnership between the Division of Vocational Rehabilitation (DVR) and local school districts to increase competitive employment opportunities for eligible youth with disabilities. (Some SWAP sites also have a mental health enhancement component* see below.) SWAP specifically targets eligible students who are about to enter the world of work and youth who have already dropped out of school. School systems with approved SWAP programs may hire staff to work in conjunction with the vocational rehabilitation counselor to provide intensive services to the identified population. Services include career awareness and development, employment-related skills instruction (e.g. interviewing, resume writing, conflict resolution), job placement, and post-employment follow-up. DVR contracts with the Colorado Department of Education for technical assistance.

SWAP is provided as a joint venture between the Colorado Departments of Human Services and Education. Funds are allocated by the Rehabilitation Act and by the Individuals With Disabilities Education Act. For more information about SWAP, contact the Colorado Department of Human Services, Division of Vocational Rehabilitation (303-620-4152).



Mental Health Enhancements are intervention services provided to qualifying youth to enhance their ability to function appropriately and successfully in the workplace. Mental Health Enhancements may be provided as a component of the School-to-Work Alliance Program (SWAP). Following a psychological and/or functional eligibility assessment, a Mental Health Treatment Plan, which includes the appropriate mental health intervention and support necessary to meet the client's quest for successful employment, is developed for eligible clients. Services are provided outside the schools, at mental health centers or SWAP sites.

Mental Health Enhancements are provided by spending authority from the Colorado Legislature. For more information about Mental Health Enhancements and/or SWAP, contact the Colorado Department of Human Services, Division of Vocational Rehabilitation (303-620-4152).

Programs for youth offenders

Youth Corrections programs are provided to youth residing in Division of Youth Corrections facilities and contract programs' facilities and those on parole from such institutions. The emphasis throughout a youth's commitment is transition to the community as an employed person or as an individual attending vocational training or higher education or enrolled in secondary education and receiving career preparation skills. Each youth has a client manager who networks with local resource personnel to assist the youth in acquiring job training and employment as well as higher education upon release.

Youth Corrections programs are operated via spending authority from the Colorado General Assembly. State funds are supplemented by federal funds comprising Title 1, Carl Perkins, JTPA, and special education. For more information, contact the Colorado Department of Human Services, Division of Youth Corrections (303-866-7960).

WORKFORCE DEVELOPMENT INITIATIVES

Employment and Training Programs

Job Training Partnership Act (JTPA) programs aim to improve employment opportunities for economically disadvantaged and work-dislocated individuals by providing funds for skills development and job training for demand occupations. Programs serve adults and both in- and out-of-school youth.

JTPA has been repealed by the Workforce Development Act of 1998, a block grant to states which will provide funds to states in three blocks (youth training, adult training, and adult literacy activities.) For more information, contact the Colorado Department of Labor and Employment (303-620-4700).

The Employment Service is largely a labor exchange service provided by state employees in One-Stop Career Centers or Job Service Centers. Services are available to any citizen who is eligible to work. Applicants searching for work must register with the Employment Service,



either in person or via the Internet; employers with job openings must submit a job order through similar means. The information is entered into a statewide database, and a search is conducted every time a job order is received to look for applicants who match employers' job orders. 10% of the funds are reserved for special employment-related activities including the Governor's Summer Job Hunt, job search workshops, and vocational guidance. These "10% funds" also provide specialized employment services such as programs for Migrant and Seasonal Farmworkers and Federal Bonding.

The Employment Service is federally authorized by the Wagner-Peyser Act. For more information, contact the Colorado Department of Labor and Employment (303-620-4700).

One-Stop Career Centers provide a single access point for both employers and job-seekers needing employment, training, and/or education information and services. One-Stops exist in each of Colorado's 18 workforce development regions and are governed by Regional Workforce Boards, appointed by the County Commissioners in the region. Boards are comprised of an employer majority and also include representatives from labor, human services, education, and community-based organizations. Each One-Stop must provide a set of core services for both employers and job seekers and meet performance standards established by the state; additional services and service delivery schemes are determined locally.

Colorado's One-Stop system is authorized by a 1997 state Executive Order. Funding is provided by a three-year grant from the U.S. Department of Labor to implement a statewide One-Stop Career Center system. For more information about Colorado's One-Stop Career Centers, contact the Colorado Workforce Coordinating Council (303-894-2076).

Employer Tax Credits

Work Opportunity Tax Credit (WOTC) is a federal income tax credit that encourages employers to hire workers from eight different targeted groups of economically disadvantaged or "at-risk" job seekers, including welfare and food stamp recipients, Empowerment Zone or Enterprise Community residents, vocational rehabilitation referrals, and ex-felons. WOTC is essentially a flexible tool to aid those job seekers most in need of employment gain on-the-job experience and move towards economic self-sufficiency.

WOTC is authorized by Taxpayer Relief Act of 1997, as amended. For more information, about employer tax credits, contact the Colorado Department of Labor and Employment (303-620-4700).

School-to-Career Tax Credit is a state tax incentive to encourage businesses to work with students who are involved in STC.

The School-to-Career Tax Credit was authorized by the General Assembly in 1997. For more information, contact your School-to-Career Regional Resource Center.



INITIATIVES TO INVOLVE FAMILIES AND COMMUNITIES

Literacy Programs

Adult Basic Education (ABE) funds provide basic skills instruction and enhancement (subjects covered include reading, writing, computer literacy, communication, and critical thinking/problem solving skills) to adults who have low literacy levels. GED preparation and English-as-a-second-language instruction are also provided. Services are available for individuals, over age 16, who are not in school and a) lack basic literacy skills necessary for satisfactory employment and quality of life, b) lack a high school diploma or its equivalent, or c) are refugees. Services are provided by a variety of organizations, including Boards of Cooperative Education Services, churches, community-based organizations, community colleges, correctional facilities, four-year colleges and universities, libraries, mental health agencies, and school districts.

Funds are authorized by the Adult Education Act. Federal law also requires a 40% state match. For more information about Adult Basic Education programs, contact the Colorado Department of Education, Office of Adult Education (303-866-6607).

Even Start is a family literacy program designed to help break the intergenerational cycle of illiteracy and poverty. The program aims to meet these goals by improving educational opportunities for low-income families by integrating early childhood education, adult literacy or adult basic education, and parenting education and support into a unified, effective family literacy program. Families eligible to participate in Even Start have children between the ages of birth through seven years, and a) parent(s) who are eligible to participate in an adult literacy or adult basic education program or an English language proficiency program; or, b) parent(s) who are within the state's compulsory school attendance age range, as long as the district provides the basic education component.

Even Start is authorized by Improving America's Schools Act, Title I, Part B. For more information about Even Start or other family literacy programs, contact the Colorado Department of Education, Office of Special Services (303-866-6884).

Service Learning Initiatives

AmeriCorps is a full-time service program for young men and women, ages 18 through 24, who are selected to participate. Denver is one of four sites for the National Civilian Community Corps whereby volunteers are housed together and work in teams. Most service projects are focused on improving, maintaining, and restoring the physical and community environments.

Learn and Serve provides grants to involve school-age youth in the K-12 system in service learning. Projects are led by both schools and community organizations. Grants are awarded to K-12 schools, postsecondary institutions, and community-based organizations, on a competitive basis.



AmeriCorps and Learn and Serve programs are authorized by the National Community Service Trust Act of 1993. For more information about these and other service learning programs, contact the Colorado Department of Education, Service Learning Unit (303-866-6969).

Senior Community Employment Service Program finances the creation of part-time community service jobs for unemployed, low-income seniors. Participants primarily work in schools, government agencies, non-profit organizations, and hospitals. Program participants receive counseling, training, and job referrals to help transition them to unsubsidized employment.

The programs is authorized by Title V of the Older Americans Act of 1965, as amended. For more information, contact the Colorado Department of Human Services (303-866-5700).

Health Initiatives

Comprehensive Health Education Act is a voluntary program for Colorado school districts. Through the program, districts may apply for funds to provide a comprehensive health program to meet community needs – programs cover all health needs, but especially focus on reducing at-risk behavior such as alcohol and drug abuse, poor nutrition, and teen pregnancy. Community needs are determined by a broad-based Comprehensive Health Advisory Committee.

Health Education curriculum standards have been devised at the national level. These standards include tobacco/alcohol/drug prevention standards and violence standards. Some Colorado districts have modeled the national health standards to create their own health education standards to be achieved in addition to the HB 1313 content standards.

School-Based Health Centers are quasi- health clinics which operate in schools to meet the health needs of students in the district. Currently, there are 10 School-Based Health Centers; centers are located in high-poverty areas, but serve all students in the school. School-based Health Centers are funded by a Department of Health grant plus partnerships with Kaiser Permanente and other health care providers.

Colorado Medicaid Program was passed by the General Assembly in 1997. The program allows schools to bill Medicaid for any health service for qualifying students. Schools must use the savings for other health-related services, but are not required to spend such savings on Medicaid-eligible students. Districts must prepare a plan for how they will use the savings before they can participate in the program; currently, 10 districts in Colorado have submitted plans.

For more information about school-based health initiatives, contact the Colorado Department of Education, Office of Special Services (303-866-6782).



Family Centers

This initiative has established pilot programs in a number of Colorado communities to meet unique local needs and serve as models for providing services collaboratively. Often located in schools, these Centers provide “one-stop” access to health, social services, child care, job training, and educational information and services. Centers are funded through a combination of federal and state funds.

For more information about Family Centers, contact the Colorado Department of Human Services (303-866-5700).

Consolidated Child Care Pilot Program

This is a collaborative initiative between the Departments of Education and Human Services to meet the child care needs of low-income families in Colorado with children from birth to age 13. The program’s mission is to offer low-income working parents more and higher quality options for child care by integrating the Colorado Preschool Program, Head Start, and the Colorado Child Care Assistance Program. To receive pilot funds, programs must address care for working parents and the pilots must provide comprehensive family-based services; counties must demonstrate collaboration to meet local needs.

The program was passed by the General Assembly during the 1997 legislative session; there are 12 pilot programs currently in operation. For more information about child care programs, contact the Colorado Department of Human Services (303-866-5700).

Crime Prevention

Youth Crime Prevention Initiative (YCPI) is an initiative designed to provide state funding to community-based programs throughout Colorado that target youth and their families for intervention and prevention services in an effort to reduce incidents of youth crime and violence. Types of programs receiving YCPI funds include mentoring, parenting, substance abuse prevention, gang intervention, employment opportunities, education, and youth and family centers. Funds are awarded on a competitive basis to organizations which are community-based and demonstrate local collaboration.

The Youth Crime Prevention Initiative was authorized by H.B. 94-1360 and is funded annually via General Fund appropriations. For more information, contact the Colorado Department of Local Affairs, Community Partnership Office (303-866-4831).



Using the Resource Mapping Database

The Resource Mapping Database has been created in Microsoft® Access for Windows® 97. Access is a relational database system that allows users to perform data management tasks, including storing, retrieving, and analyzing data. It also allows a number of related tables and options to be stored in a single database, eliminating the need for users to create a new database for each table. The Resource Mapping Database is a relatively simple database presenting information about 42 different programs which can/do relate to the goals and principles of School-to-Career. The data is organized into a set of fields: ID (an ordinal numbering system), Program, Category, Purpose, Target Population, Funding Source/Categories, Access to Funds, Local Connection to School-to-Career, Funding Criteria, and Program Provider.

To manipulate the data, use the FIND and QUERY functions. These functions are described below and will be sufficient commands for controlling the data for most users' purposes. Some useful queries have also been created for you. Use the Database Wizard to help you to create applications to manipulate the data for your own purposes.

FIND

To find a word or sequence of words, highlight the column(s) that you wish to search. Click on EDIT and then on FIND. A screen will appear. Type the word(s) that you want to search in the FIND WHAT column; press FIND FIRST. Right click after highlighting the column(s) to be able to look across the data fields as the search reveals matches. This function will continue to bring up each match for as long as your wish to continue searching the database or until no new matches are revealed.

QUERY

Queries are used to view, change, and analyze data in different ways. You can also bring together data from different areas in the database table and rearrange it how ever you would like to see the data or for ease of using the Find function or creating applications. Queries can also be used as the source of records to create forms and reports.

To create queries, go to the QUERIES tab. Select NEW. Select SIMPLE QUERY WIZARD. Select the STC RESOURCE MAPPING table and then select the fields that you want to display in your query. Complete the walk through of the wizard. QUERIES are also useful for searching multiple columns of information for the key words you wish to search.

Additionally, consult the Answer Wizard with questions that arise as you work with this database.

