COMMONWEALTH of VIRGINIA
Department of Education

July 31, 2015

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: (RESCINDED – March 25, 2016) State Funding Allocation for Information Technology Industry Certifications and Related Testing Preparation Resources for School Year (SY) 2015-2016

The 2015 General Assembly has appropriated $1.5 million from the general fund to support students and teachers pursuing the Virginia Board of Education-approved information technology (IT) industry certifications (Attachment A) for fiscal year 2016 (SY 2015-2016). Effective fiscal year 2016, the use of this appropriation has been expanded to provide school divisions additional flexibility to choose and purchase (on a reimbursement basis) any of the Board-approved IT credentials and related instructional resources.

The funds provided in this initiative shall be used to support the following priority objectives:

a. increase the percentage of students enrolled in career and technical education (CTE) courses who receive instruction in information technology (IT) leading to an increased number of students achieving industry-recognized certifications in IT;
b. increase the number of high schools and regional CTE programs statewide that receive training and technical support to implement IT curricula;
c. increase the number of instructors teaching targeted CTE courses who receive training in IT as well as other high school teachers and increase the number of teachers achieving industry-recognized certifications in IT; and
d. increase implementation of IT curricula and IT credentials earned in school divisions in the Southside and Southwest regions of Virginia (Superintendent's Regions 6, 7, and 8), as well as the 10 Regional CTE Centers, to be at least comparable to other regions of Virginia.

Funding Distribution

As an incentive to increase implementation of the IT curricula and credentials earned in school divisions in the Southside and Southwest regions of Virginia (Superintendent's Regions 6, 7, and 8), as well as the 10 Regional CTE Centers, a floor allocation will be provided in the amount of $2,000 each. Funding allocation for these school divisions, along with all others, will then be distributed on the basis of SY 2014-2015 enrollment data for students in secondary CTE courses. The initial allocation is approximately $2.37 per student enrolled in CTE courses by school division (Attachment B) and by regional CTE centers (Attachment C).

Reimbursement payments for regional CTE centers will be made to the school division serving as the fiscal agent. School divisions and regional CTE centers will be reimbursed up to their original allocation amount.

NOTE: The Virginia Microsoft IT Academy includes 364 high school/division-level CTE centers and three regional CTE centers within 132 school divisions. These sites currently have active site licenses through November 2015 for the Microsoft Office Specialist (MOS) suite of exams and practice tests. Also these sites may request from VDOE a limited number of exam vouchers for the Microsoft Technology Associate (MTA) certifications.

Submission of Information Technology Industry Certification Credentialing Reimbursement for SY 2015-2016 (Attachment D)

The reimbursement for certification is limited to only those IT industry certification examinations approved by the Board of Education and listed in Attachment A. Reimbursement may be requested if students have personally paid for IT industry certification examinations and assessments and the educational entity has reimbursed the student for such costs.

These expenditures must cover IT industry certification credentialing examinations and assessments that were taken by teachers and/or students from December 1, 2015 through May 31, 2016. Reimbursement requests must be submitted by June 3, 2016. Any unused state IT Industry Certification funds will be reallocated on June 6, 2016, to school divisions and regional centers which have submitted approved reimbursement requests over their allocated amount.

School divisions must first use all of their various state allocations for IT, Workplace Readiness Skills Examinations, and any other industry certification examinations before submitting any requests for Perkins federal funds for such purposes.

If you have questions, please contact W. Terry Dougherty, CTE grants administrator, at Terry.Dougherty@doe.virginia.gov or by telephone at 804-225-3349.

SRS/LBH/jts

Attachments:

A. 2015-2016 Board of Education Approved Information Technology Credentials (PDF)
B. FY 2016 (School Year 2015-2016) Information Technology Industry Certification Allocation by School Division (PDF)
C. FY 2016 (School Year 2015-2016) Information Technology Industry Certification Allocation by Regional CTE Center (PDF)
D. CTE State Information Technology Reimbursement Request Form – SY 2015-2016 (Word)