



RULE-MAKING ORDER
(RCW 34.05.360)

CR-103 (7/10/97)

Agency: State Board for Community & Technical Colleges

- Permanent Rule
- Emergency Rule
- Expedited Adoption
- Expedited Repeal

(1) Date of adoption: June 18, 1998

(2) Purpose:
Project Even Start

(3) Citation of existing rules affected by this order:

Repealed: 2 (WAC 131-47-115 and 131-47-120)

Amended: 14 (WAC 131-47-020; 025; 045; 050; 055; 090; 095; 110; 125; 130; 135; 140;

Suspended: 145; 150)

(4) Statutory authority for adoption: RCW 28B.50
Other authority:

PERMANENT RULE ONLY (including EXPEDITED ADOPTION)

Adopted under notice filed as WSR 98-10-043 on 4/29/98 (date).

Describe any changes other than editing from proposed to adopted version:
NONE

EMERGENCY RULE ONLY

Under RCW 34.05.350 the agency for good cause finds:

- (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare, and that observing the time requirements of notice and opportunity to comment upon adoption of a permanent rule would be contrary to the public interest.
- (b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding:

EXPEDITED REPEAL ONLY

Under Preproposal Statement of Inquiry filed as WSR _____ on _____ (date).

(5.3) Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?

- Yes No If Yes, explain:

(6) Effective date of rule:

Permanent Rules or Expedited Rule Making

- 31 days after filing
- Other (specify) _____*

*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

Emergency Rules

- Immediately
- Later (specify) _____

NAME (TYPE OR PRINT)

Claire C. Krueger

SIGNATURE

Claire C. Krueger

TITLE Executive Assistant and Administrative Rules Coordinator

DATE 7/2/98

CODE REVISER USE ONLY

CODE REVISER'S OFFICE
STATE OF WASHINGTON
FILED

2098

12:38 AM

98-15-003 PM

Note: If any category is left blank, it will be calculated as zero.
No descriptive text.

Count by whole WAC sections only, from the WAC number through the history note.
A section may be counted in more than one category.

The number of sections adopted in order to comply with:

Federal statute:	New	_____	Amended	_____	Repealed	_____
Federal rules or standards:	New	_____	Amended	_____	Repealed	_____
Recently enacted state statutes:	New	_____	Amended	_____	Repealed	_____

The number of sections adopted at the request of a nongovernmental entity:

New _____ Amended _____ Repealed _____

The number of sections adopted on the agency's own initiative:

New _____ Amended 14 Repealed 2

The number of sections adopted in order to clarify, streamline, or reform agency procedures:

New _____ Amended 14 Repealed 2

The number of sections adopted using:

Negotiated rule making:	New	_____	Amended	_____	Repealed	_____
Pilot rule making:	New	_____	Amended	_____	Repealed	_____
Other alternative rule making:	New	_____	Amended	<u>14</u>	Repealed	<u>2</u>

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-020 Public policy goals of project even start.

The public policy goals of project even start are to:

(1) Recognize that parents can be the most effective teachers for their children.

(2) Provide (~~illiterate or semiliterate~~) parents with low-literacy skills with opportunities to acquire basic skills and child development knowledge that will enhance their ability to assist and support their children in the learning process.

(3) Enhance children's learning experiences in the formal education environment by providing children with the motivation and positive home environment which contributes to enhanced academic performance.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-025 Project even start--Definition. As used in this chapter, the term "project even start" means a program primarily designed to provide (~~illiterate or semiliterate~~) parents with low-literacy skills with basic skills instruction and which may include instruction in child development knowledge and other eligible program components as provided in WAC 392-315-030.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-045 Eligible parents--Definition. As used in this chapter, the term "eligible parents" means one or more parents, which may be a biological or foster parent, a guardian, or a person with whom a child resides, and who meets the following two part test:

(1) (~~Is illiterate or semiliterate~~) Demonstrates low-literacy skills, i.e., has less than (~~an eighth~~) a ninth grade ability in one or more basic skill areas (~~Provided, That in the case of parents whose primary language is other than English, eighth grade ability shall be determined on the basis of performing~~

basic skill activities in their native language)).

(2) Has a child enrolled in one of the following programs:

(a) State early childhood education and assistance program.

(b) Federal head start program.

(c) State or federally funded elementary school--i.e., grades K-8--basic skills program serving students who have scored below the national average of the basic skill areas of reading, language arts, or mathematics.

(d) A cooperative nursery--e.g., preschool or day care--at a community or technical college.

(e) A bilingual education/ESL program which includes children who are eligible for programs listed in (a) through (d) of this subsection.

(f) A program that serves children with special needs who are eligible for programs listed in (a) through (d) of this subsection.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-050 Basic skills--Definition. As used in this chapter, the term (("))basic skills((")) means ((reading, language arts, and mathematics, including the readiness skills associated with such skills)) the ability to read, write, and speak in English, compute, and solve problems at levels of proficiency necessary to function on the job and in society, to achieve one's goals, and to develop one's knowledge and potential.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-055 Standardized test--Definition. As used in this chapter, the term "standardized test" means any recognized test of adult basic skills and/or ESL that has received the prior approval of the state board for community and technical colleges and the adult education advisory council.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-090 Assurance to submit annual evaluation report to the state board for community and technical colleges. No application for an even start project grant shall be approved by the ~~((superintendent of public instruction))~~ state board for community and technical colleges unless the authorized agent of the eligible grantee agrees to submit ~~((to the state board for community and technical colleges on a date established by the state board for community and technical colleges))~~ an annual evaluation report ~~((which shall contain the following:~~

~~(1) Progress made by adult enrolled as evidence by:
(a) Grade equivalent or standardized test scores by basic skills at beginning and end of enrollment in even start programs.
(b) Total number of instructional hours offered.
(c) Total number of instructional hours actually received by participants.~~

~~(2) Effect of parents' participation in even start on children of enrollees as evidenced by:~~

~~(a) Preinterviews and post interviews of parents; and/or
(b) Other independent verifications of the parent's effect on the child's education.~~

~~(3) Summary impressions on the most effective methods and materials for serving specific populations.~~

~~(4) Observations regarding the effect of support services on program participation.~~

~~(5) Recommendations for program improvements.~~

~~(6) Estimated need for even start programs in service area versus number of participants enrolled.~~

~~(7) Such additional information as the state board for community and technical colleges shall request related to the effectiveness of the funded project even start))~~ containing the information requested by the state board for community and technical colleges as outlined in the request for proposals.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-095 Reporting requirements. Successful applicants for project even start will be required to report fiscal, program, and client data to state board for community and technical colleges upon request.

At a minimum, applicants are required to ensure that:

(1) Financial systems allow for effective control and accountability for all program funds, property, and other assets, including use for authorized purposes only.

(2) Accounting systems will meet and comply with generally

accepted accounting principles. Transactions will be supported by source documentation which identifies the source and use of the contract funds.

(3) The agency records management system provides for systematic accumulation; filing; retention of appropriate records; all contract documentation of accountability and an inventory of nonexpendable items. Included are vouchers; receipts; materials and equipment cost; facilities usage; and, general indirect costs.

(4) Program and client data are available at a minimum on a quarterly basis. ((Monthly)) Attendance records are kept on all participants.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-110 Assurance of service to targeted groups. No application for an even start project grant shall be approved by the state board of community and technical colleges unless the authorized agent or eligible grantee agrees to provide written assurance that even start programs will serve one or more of the following groups:

(1) Single heads of household.

(2) Parents of early childhood education assistance program (ECEAP) participants.

(3) Parents of federal head start program participants.

(4) ~~((Public assistance recipients.))~~ Recipients of funds from the temporary assistance for needy families program.

(5) Ethnic minorities.

(6) ~~((Limited English-proficient))~~ Parents who are below the ~~((eighth))~~ ninth grade literacy level ~~((in their own language)).~~

(7) Parents of children with special needs.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-125 Even start advisory committee. An advisory committee composed of at least ~~((one representative from among the following agencies/groups shall make recommendations to the state board for community and technical colleges regarding the implementation and operation of project even start and the proposal selection process:~~

~~Office of superintendent of public instruction, department of social and health services, department of community development, community-based agencies, adult basic education directors, local~~

literacy councils, parent-education specialists, state university colleges of education, common school districts, education service districts, ethnic minority commissions, a local board of education, a business or industry with a commitment to education, and professional organizations devoted to early childhood education, reading instruction, and English as a second language (ESL) instruction, and department of social and health services or common school programs serving children with special needs in grades P-3. A selection committee approved by the advisory committee shall evaluate the proposals submitted under project even start. Members of the selection committee will not be from commissions, agencies, organizations, or schools which have submitted proposals, and, must not personally benefit from the outcome of the selection process)) ten representatives from citizens and groups within the state having an interest in family literacy shall make recommendations to the state board for community and technical colleges and the adult education advisory council on the administration and operation of project even start, including the need to change any statute or rule affecting family literacy programs.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-130 Duties of even start advisory committee. The even start advisory committee shall select subcommittees of not more than seven members of the committee, or individuals approved by the committee to:

(1) Evaluate requests for proposals and make recommendations for funding to the state board for community and technical colleges, including the need for the state board for community and technical colleges to negotiate the terms, conditions, or funding of any grant proposal. Members of the selection subcommittee will not be from commissions, agencies, organizations, or schools which have submitted even start proposals and must not personally benefit from the outcome of the selection process.

(2) Make recommendations to the state board for community and technical colleges and the adult education advisory council on the administration and operation of project even start, including the need to change any statute or rule affecting ((project even start)) family literacy programs.

(3) Develop the bylaws that govern the activities of the advisory committee.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-135 ((Priority projects.)) Preference for existing programs before developing new programs. In accordance with RCW 28A.610.040, "before developing and funding new adult literacy programs to carry out the purposes of project even start.", the state board for community and technical colleges shall fund the existing adult literacy programs and parent related programs which meet the conditions established in this chapter and are offered by the following agencies:

- (1) Common schools.
- (2) Community and technical colleges.
- (3) Community-based, nonprofit organizations.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-140 Coordination of programs. Even start programs shall coordinate their services with programs that enroll the participants' children and programs that serve adult literacy. Such coordination is essential ((for several reasons:

(1) ~~Parent participation opportunities in the children's programs enable parents to become involved in their children's learning and development.~~

(2) ~~Resources available to children and parents through state funded early childhood education and assistance programs and federally funded head start programs and other programs serving at risk children complement those available to parents through even start.~~

(3) ~~The support network of parents and instructional personnel offered through the children's programs will complement, extend, and continue the parent education component beyond participants' period of active involvement in the even start program)~~ so that:

(1) Parents can practice and receive feedback and guidance on the ways they interact with their children.

(2) Parents can take advantage of the resources and services offered by both the children's program and the program.

(3) Parents can continue to gain support from adult and child programs after their period of active involvement in the even start program is completed.

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-145 Evaluation criteria for project even start.

Proposals for even start funds shall be evaluated according to the following criteria:

(1) The applicant's likely success in meeting the goals of this program;

(2) The need for literacy, basic skills, and child development instruction for illiterate and semiliterate parents of young children in the geographical area served by the applicant. All proposals must contain data which identify the estimated number of males and females to be served, the estimate of limited English-speaking adults and ethnic minorities to be enrolled, the number of anticipated public assistance recipients to be served, and the number of anticipated percentage of participants with children enrolled in early childhood education and assistance programs (ECEAP) and head start programs;

~~(3) ((The applicant's ability to design a unique program of instruction for parents which integrates instruction in literacy, basic skills, and child development knowledge;~~

~~(4) The linkages between the applicant's program and the instructional programs serving the children of the parents being served: Head start programs, early childhood education assistance program (ECEAP), state or federally funded elementary school basic skills programs serving students who have scored below the national average on basic skills tests, and cooperative preschools at community or technical colleges;~~

~~(5)) The applicant's plan for evaluating the effect of the program on both the parent participants and their preschool or school aged children;~~

~~((6)) (4) The cost-effectiveness of the program; and the reasonableness of the budget;~~

~~((7)) (5) The applicant's administrative capability; and~~

~~((8)) (6) The applicant's ability to ((cooperate and coordinate between a variety of relevant service providers in all phases of the program and the ability and willingness to leverage other resources to support the participants and the program)) meet the even start indicators of program quality as approved by the even start advisory committee.~~

AMENDATORY SECTION (Amending WSR 93-19-079, filed 9/15/93, effective 10/16/93)

WAC 131-47-150 Performance standards for project even start.

Programs proposed under project even start shall:

(1) Reflect instructional methods, staffing patterns, curricula, and utilization of resources which reflect current

research in a set learning theory, first and second language literacy acquisition, the role of parents in the child's acquisition of language, and effective parenting skills;

(2) Be sensitive to the social, cultural, and ethnic differences of the participants, and shall respond to those differences in the program design;

(3) Offer adult services at least ten hours per week for a minimum of ten weeks and for at least thirty weeks within a fifty-two week period;

(4) Meet the even start indicators of program quality as approved by the even start advisory committee.

REPEALER

The following sections of the Washington Administrative Code are repealed:

WAC 131-47-115

Priority groups.

WAC 131-47-120

Date of receipt of even start project proposals.