

WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION

Form #2

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MAY 20 1 44 PM '94

OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: West Virginia Board of Education TITLE NUMBER: 126
RULE TYPE: Legislative; CITE AUTHORITY Constitution, Art. XII, §2;
W.Va. Code 18-2-5, 18A-4-8a
AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: 163

TITLE OF RULE BEING PROPOSED: School Service Personnel Training
Comparable to Twelve (12) Semester Hours of College Credit

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON June 27, 1994 AT 5:00 p.m.

ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS.

Carolyn Arrington
Assistant State Superintendent
W.Va. Dept. of Education
Building 6, Room B-215
1900 Kanawha Boulevard, East
Charleston, WV 25305-0330

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

Vicki A. Barone
Director, Legal Services

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

3-40

FISCAL NOTE WORKSHEET

HD NO _____ DRAFT NO _____ BILL NO Policy 5301 RESOLUTION NO _____

SUBJECT Comparable Training to 12 College Hours: Service P FUND _____ General _____

SOURCE OF REVENUE: GENERAL SPECIAL OTHER (SPECIFY) _____

COST ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

INCOME ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

SHOW OVER-ALL EFFECT IN ITEMS 1 AND 2 AND ITEM 3 GIVE EXPLANATION OF BREAKDOWN BY FISCAL YEAR INCLUDING LONG-RANGE EFFECT

EFFECT OF PROPOSAL	ANNUAL		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
1. ESTIMATED TOTAL COST	\$	\$	\$	\$ 200,849	
PERSONAL SERVICES	\$	\$			
CURRENT EXPENSES					
REPAIRS AND ALTERATIONS					
EQUIPMENT					
OTHER					
2. ESTIMATED TOTAL REVENUES	\$	\$	\$	\$	\$

3. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

Salary increase for service personnel with 12 college hours or comparable credit from a vocational or trade school. Assuming that 12% of 13,333.706 service personnel had 12 college hours of credit, the cost would be as follows:

Step 2 Service Personnel	\$162,394
Step 3 Fixed Charges	14,096
Retirement (15%)	<u>24,359</u>
	\$200,849

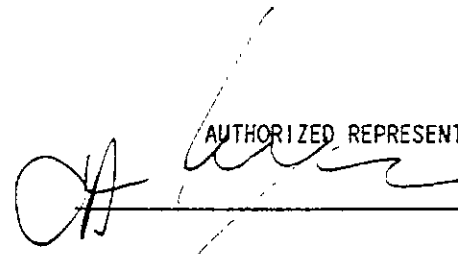
DATE

AGENCY

4/8/94

Department of Education

AUTHORIZED REPRESENTATIVE



EXECUTIVE SUMMARY
WEST VIRGINIA BOARD OF EDUCATION

POLICY NUMBER AND TITLE: Policy 5301 School Service Personnel Training
- Comparable to Twelve (12) Semester Hours of
College Credit

PUBLIC COMMENT PERIOD ENDS: June 27, 1994 ADOPTED: _____

BACKGROUND:

The 1994 Legislature enacted Code to provide an additional ten dollars (\$10) per month for school service personnel who have twelve (12) college hours or comparable credit from a trade or vocational school as approved by the State Board of Education.

PURPOSE:

Proposed Policy 5301 establishes the number of contact hours received from a state approved vocational or trade school which for pay purposes for service personnel is comparable to twelve (12) semester hours of college credit.

CONTENT:

For service personnel salary purposes only, twelve (12) semester hours of college credit is comparable to 180 contact hours of training from a state approved vocational or trade school.

IMPACT:

Assuming the first year that twelve percent of the school service personnel in West Virginia have twelve (12) semester hours of college credit, the cost would be an additional \$200,849. The policy will encourage all service personnel to pursue an education beyond high school resulting in a better educated work force.

For Comment

Policy 5301: School Service Personnel Training Comparable to Twelve (12)
Semester Hours of College Credit

The State Board of Education affirms its commitment to an educated work force in West Virginia public schools. Service personnel are a valuable asset to the educational staffing of a comprehensive educational program and a highly trained staff is an asset to a thorough and efficient system of education for all students. Therefore, all service personnel are encouraged to pursue an education beyond high school.

Policy adopted: _____

TITLE 126
LEGISLATIVE RULE
WEST VIRGINIA BOARD OF EDUCATION
CHAPTER 18A-4-8a
SERIES 163
(POLICY 5301)

TITLE: School Service Personnel Training Comparable to Twelve (12) Semester Hours of College Credit

Section 1. General

1.1 Purpose - The purpose of this policy is to establish the number of contact hours received from a vocational or trade school which for pay purposes is comparable to twelve (12) semester hours of college credit.

1.2 Authority - The authority for this legislative rule is established in the West Virginia Constitution, Article XII, Section 2 and in West Virginia Code 18-2-5 and 18A-4-8a.

1.3 Filing Date -

1.4 Effective Date -

1.5 Repeal of Former Rule - None - This is a new policy.

Section 2. Applicability

This policy applies only to service personnel. The number of contact hours of training in a vocational or trade school comparable to twelve (12) semester hours of college credit is defined to give county boards of education direction in establishing each individual's service personnel salary schedule.

Section 3. Definition of Hours

Twelve semester hours of credit shall be defined to include any one or a combination of the following:

3.1 Twelve semester hours of credit from an approved institution of higher education in course work relevant to a current or anticipated area of employment.

3.2 One hundred eighty (180) contact hours of training from an approved vocational or trade school in an area relevant to current or anticipated employment.

Section 4. Verification of Hours

4.1 Verification of credit will be an official transcript of course work completed from an approved institution of higher education or grade report of completed contact hours from a vocational and/or trade school approved by the State Board of Education, Board of Directors of State College System and/or Bureau of Apprenticeship and Training U.S. Department of Labor.

4.2 Transcripts or grade reports should be sent to the respective county board of education personnel office for verification of training and assignment of credit for payroll purposes.

5977i/3/94

RESPONSE FORM
PROPOSED POLICY 5301: SCHOOL SERVICE PERSONNEL TRAINING
COMPARABLE TO TWELVE (12) SEMESTER HOURS OF COLLEGE CREDIT
REGULATIONS

Directions: Please use this form to comment on proposed
Policy 5301: School Service Personnel Training
Comparable to Twelve (12) Semester Hours of College
Credit.

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Individual/Organization: _____

Address: _____

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General Comments:

Return by June 27, 1994 to:
Carolyn Arrington, Assistant State Superintendent
West Virginia Department of Education
Capitol Complex, B 215
1900 Kanawha Boulevard East
Charleston, West Virginia 25305-0330