

STATE BOARD OF COMMUNITY COLLEGES
Annual Report to the Joint Legislative Education Oversight Committee
on
NCWorks Career Coach Program
GS 115D-21.5.

Request: The State Board of Community Colleges is asked to approve the NCWorks Career Coach Program 2016-17 Annual Report to the Joint Legislative Education Oversight Committee.

Background: § 115D-21.5. NCWorks Career Coach Program
Annual Report.–

- (1) The board of trustees of a community college that employs one or more career coaches shall report annually to the State Board of Community Colleges on implementation and outcomes of the program, including the following information:
 - a. Number of career coaches employed.
 - b. Number of local school administrative units served and names of schools in which career coaches are placed.
 - c. Number of students annually counselled by career coaches.
 - d. Impact of career coaches on student choices, as determined by a valid measure selected by the State Board of Community Colleges.

- (2) The State Board of Community Colleges shall report annually no later than October 1 to the Joint Legislative Education Oversight Committee on the following:
 - a. A compilation of the information reported by the board of trustees of community colleges, as provided in subdivision (1) of this subsection.
 - b. Number and names of partnership applicants for NC Works Career Coach Program funding.
 - c. Number, names, and amounts of those awarded NC Works Career Coach Program funding

Rationale: The NCWorks Career Coach Program places community college Career Coaches in high schools to assist students with determining career goals and identifying community college programs that would enable students to achieve these goals. The 2016-17 NCWorks Career Coach Program Annual Report outlines the program implementation and outcomes for the first year of the grant.

Contact(s):

Dr. Daniel Alvarado,
Associate Director, Student Support

**Report to the Joint Legislative Education Oversight Committee
NC Works Career Coach Program – G.S. 115D-21.5(d)(2)**

Overview

G.S. 115D-21.5(d)(2) authorizes the North Carolina Community College System to administer the NCWorks Career Coach Program. This program places community college Career Coaches in high schools to assist students with determining career goals and identifying community college programs that would enable students to achieve these goals.

Program Summary

In September 2015, the General Assembly passed the provision authorizing the North Carolina Community College System to implement the NCWorks Career Coach Program. On October 30, 2015, the State Board of Community Colleges approved the application process for the grant that included an advisory committee with representation from business/industry, the North Carolina Department of Public Instruction, the North Carolina Division of Workforce Solutions, and the North Carolina Community College System Office. As outlined in the legislation, community college boards of trustees and local school administrative units within the service areas of the community colleges were eligible to jointly apply for available NCWorks Career Coach funding. Following a successful 2015-17 implementation, the 2017-2019 grant announcement was disseminated to colleges on July 21, 2016, and the selection process was completed on January 20, 2017. With the adoption of S.L. 2017-57 on June 28, 2017, the State Board of Community Colleges approved the funding of additional Career Coaches on July 21, 2017, permitting the funding of eligible colleges and partners not previously selected.

The 2015-17 granting period implemented 28 Career Coaches hired by 14 community colleges serving students at 22 Local Educational Agencies (LEA). (See Attachment A, Tables 2a & 3a.)

The 2017-19 granting period began with 27 applications (See Attachment A, Table 2b) and 14 community colleges selected (See Attachment A, Tables 3b.1 and 3b.2). With the additional funding, previously unselected but eligible applications were funded resulting in 17 community colleges receiving either initial or additional funds for coaches. Therefore, a total of 28 community colleges hired 55 coaches serving students at 42 LEAs (See Attachment A, Table 1).

Ongoing professional development provided with support of and in consultation with North Carolina workforce partners includes the following topics and opportunities:

- Student Outreach
- Career Advising
- Career Development Facilitator Certification
- Career Pathway Curriculum Development
- Data Collection and Analysis

Attachment A
Data and Information Regarding Coach Placement, Funding and Efforts to Date

Table 1. NC Works Career Coach Award Summary for 2017-19

Community College Name	Region	No. of Coaches (Jan.)	No. of Additional Coaches (July)	Local Educational Agency (LEA)	High School Placement Location(s)
Alamance CC	Central	2	-	Alamance-Burlington School System	Southern Alamance High School & Cummings High School
Bladen CC *	Eastern	-	-	Bladen County Schools	West Bladen High School & East Bladen High School
Blue Ridge CC	Western	-	2	Transylvania County Schools	Brevard High School, Rosman High School & Davidson River High School
Brunswick CC	Eastern	-	2	Brunswick County Public Schools	North Brunswick High School, South Brunswick High School, West Brunswick High School & Brunswick County Academy
Caldwell CC & TI	Western	-	3	Caldwell County Schools	Hibriten High School, South Caldwell High School & West Caldwell High School
Central Carolina CC	Central	-	3	Chatham County Schools, Lee County Schools, & Harnett County Schools	Chatham Central High School, Southern Lee High School & Triton High School
Cleveland CC	Western	-	2	Cleveland County Schools	Burns High School, Crest high School, Kings Mountain High School & Shelby High School
Davidson County CC	Western	-	1	Thomasville City Schools and Lexington City Schools	South Davidson High School & Davie County High School
Durham Technical CC	Central	1	-	Durham Public Schools	Cedar Ridge High School
Edgecombe CC	Eastern	2	1	Edgecombe County Public Schools	North Edgecombe High School, Southwest Edgecombe High School & Tarboro High School

Forsyth Technical CC	Central	3	-	Winston-Salem-Forsyth County Schools	Carver High School, Parkland Magnet High School & West Stokes High School
Gaston College	Western	-	2	Gaston County Schools & Lincoln County Schools	Bessemer City High School, Hunter Huss High School, North Gaston High School, Asbury School, East Lincoln High School, Lincolnton High School, West Lincoln High School & North Lincoln High School
Halifax CC	Eastern	1	-	Halifax County & Weldon City Schools	Southeast Halifax High School & Northwest Halifax High School
Haywood CC	Western	2	-	Haywood County Schools	Pisgah High School, Tuscola High School, Central Haywood High School, Waynesville Middle School, Canton Middle School & Bethel Middle School
Isothermal CC	Western	1	-	Rutherford County Schools	RS Central High School, Chase High School & East High School
Johnston CC [#]	Eastern	-	1	Johnston County Schools	South Johnston High School, Cleveland High School & Princeton High School
Lenoir CC ^{**}	Eastern	3	-	Lenoir County Public, Jones County Public & Greene County Schools	Greene Central High School, Jones Senior High School, South Lenoir High School, North Lenoir High School & Kinston High School
Mayland CC [*]	Western	1	1	Mitchell County & Yancey County Schools	Mitchell High School & Mountain Heritage High School
McDowell Technical CC	Western	1	-	McDowell County Schools	McDowell High School & McDowell Alternative Education Center
Nash CC	Eastern	2	-	Nash-Rocky Mount Schools	Northern Nash High School, Southern Nash High School, Nash Central High School & Rocky Mount High School
Pamlico CC [*]	Eastern	-	1	Pamlico County HS, Arapahoe Charter School & Pamlico Christian Academy	Pamlico County High School, Arapahoe Charter School & Pamlico Christian Academy

Attachment PROG 05

Piedmont CC	Central	-	2	Person County Schools & Caswell County Schools	Person High School & Barlett-Yancey High School
Pitt CC	Eastern	3	-	Pitt County Schools	North Pitt High School, JH Rose High School, Farmville Central High School, South Central High School, Ayden-Grifton High School & DH Conley High School
Randolph CC	Central	2	1	Asheboro City Schools & Randolph County Schools	Asheboro High School, Eastern Randolph High School, Southwestern Randolph High School & Trinity High School
Robeson CC [#]	Eastern	-	2	Public Schools of Robeson County	Fairmont High School, Lumberton High School, Purnell Swett High School, Red Springs High School, South Robeson High School & St. Pauls High School
Rowan-Cabarrus CC	Central	2	-	Rowan Salisbury School System	North Rowan High School, Salisbury High School & South Rowan High School
Surry CC [*]	Western	-	2	Surry County Schools	North Surry High School, East Surry High School & Surry Central High School
Vance Granville CC	Central	-	1	Granville County Schools & Warren County Schools	J.F. Webb High School & Warren County High School
Western Piedmont CC	Western	-	2	Burke County Public Schools	Draughn High School, East Burke High School, Freedom High School, Patton High School & Hallyburton Academy

Total number of community colleges = 29	Total Coaches = 26	Total Coaches = 29	Total number of Local Educational Agencies (LEAs) = 42	Total number of high schools served = 99
--	---------------------------	---------------------------	---	---

*Bladen CC was approved in January 2017, but withdrew due to lack of matching funds

#Johnston CC was approved for continuation of funding from 2015-17 award.

**Lenoir CC was approved in January 2017, but is only able to provide matching funds for 2 coach positions

*Mayland CC was approved in January 2017, but withdrew due to lack of matching funds

*Pamlico CC was approved in January 2017, but withdrew due to lack of matching funds

#Robeson CC was approved for continuation of funding from 2015-17 award.

*Surry CC was approved in January 2017, but withdrew due to lack of matching funds

Partnership Applicants

Table 2a. 2015-17 NC Works Career Coach Program Partnership Applicants

Community College Name	Local Educational Agency (LEA) Name(s)
Alamance CC	Alamance-Burlington School System
Blue Ridge CC	Henderson County Public & Transylvania County Schools
Brunswick CC	Brunswick County Public Schools
Caldwell CC & TI	Caldwell County & Watauga County Schools
Central Carolina CC	Lee County, Chatham County, & Harnett County Schools
Cleveland CC	Cleveland County Schools
Davidson County CC	Thomasville City Schools and Lexington City Schools
Durham Technical CC	Durham Public Schools
Edgecombe CC	Edgecombe County Public Schools
Fayetteville Technical CC	Cumberland County Schools
Forsyth Technical CC	Winston-Salem-Forsyth County Schools
Gaston College	Gaston County & Lincoln County Schools
Halifax CC	Halifax County & Weldon City Schools
Haywood CC	Haywood County Schools
Johnston CC	Johnston County Schools
Martin CC	Martin County Schools
McDowell Technical CC	McDowell County Schools
Nash CC	Nash-Rocky Mount Schools
Pamlico CC	Pamlico County High School, Arapahoe Charter School, & Pamlico Christian Academy
Piedmont CC	Person County & Caswell County Schools
Pitt CC	Pitt County Schools
Randolph CC	Asheboro City & Randolph County Schools
Robeson CC	Public Schools of Robeson County
Rowan-Cabarrus CC	Rowan Salisbury School System
Surry CC	Surry County Schools
Vance Granville CC	Warren County & Granville County Schools
Western Piedmont CC	Burke County Public Schools
Wilkes CC	Wilkes County Schools
Total Community Colleges = 28	Total Local Educational Agencies (LEA)/Schools = 40

Table 2b. 2017-19 NC Works Career Coach Program Partnership Applicants

Community College Name	Local Educational Agency (LEA) Name(s)
Alamance CC	Alamance-Burlington School System
Bladen CC*	Bladen County Schools
Blue Ridge CC	Henderson County Public Schools
Brunswick CC	Brunswick County Public Schools
Caldwell CC & TI	Caldwell County & Watauga County Schools
Central Carolina CC	Lee, Harnett & Chatham Counties
Cleveland CC	Cleveland County Schools
Davidson County CC	Davie County Schools and Davidson County Schools
Durham Technical CC	Durham Public Schools
Edgecombe CC	Edgecombe County Public Schools
Forsyth Technical CC	Winston-Salem Forsyth County Schools
Gaston College	Gaston County & Lincoln County Schools
Halifax CC	Halifax County & Weldon City Schools
Haywood CC	Haywood County Schools
Isothermal CC	Rutherford County Schools
Lenoir CC**	Lenoir County Public, Jones County Public & Greene County Schools
Mayland CC*	Mitchell County & Yancey County Schools
McDowell Technical CC	McDowell County Schools
Nash CC	Nash-Rocky Mount Schools
Pamlico CC*	Pamlico County HS, Arapahoe Charter School & Pamlico Christian Academy
Piedmont CC	Person County & Caswell County Schools
Pitt CC	Pitt County Schools
Randolph CC	Asheboro City & Randolph County Schools
Rowan-Cabarrus CC	Rowan Salisbury School System
Surry CC*	Surry County Schools
Vance-Granville CC	Warren County & Granville County Schools
Western Piedmont CC	Burke County Public Schools
Total Community Colleges = 27	Total Local Educational Agencies (LEA)/Schools = 40

*Bladen CC was approved in January 2017, but withdrew due to lack of matching funds

**Lenoir CC was approved in January 2017, but is only able to provide matching funds for 2 coach positions

*Mayland CC was approved in January 2017, but withdrew due to lack of matching funds

*Pamlico CC was approved in January 2017, but withdrew due to lack of matching funds

*Surry CC was approved in January 2017, but withdrew due to lack of matching funds

Program Funding Awarded

Table 3a. 2015-17 NC Works Career Coach Program Funding Awards

Community College	Region	#NC Works Career Coaches	2016-17 Allocations
Caldwell CC & TI	West	3	\$107,142
Cleveland CC	West	2	\$71,428
Blue Ridge CC	West	1	\$35,716
Gaston College	West	2	\$35,716
McDowell Technical CC	West	1	\$35,716
Western Piedmont CC	West	2	\$71,428
Alamance CC	Central	2	\$71,428
Central Carolina CC	Central	3	\$107,142
Piedmont CC	Central	2	\$71,428
Randolph CC	Central	2	\$71,428
Vance-Granville CC	Central	1	\$35,716
Johnston CC	East	1	\$35,716
Pitt CC	East	3	\$107,142
Robeson CC	East	3	\$107,142
Total	14	28	\$1,000,000

Table 3b.1 2017-19 NC Works Career Coach Program Amended January Funding Awards

The State Board approved an additional allocation of \$1,107,269 for Fiscal Year 2017-18 and \$992,724 for Fiscal Year 2018-19 to further expand the Career Coach Program for salary, benefits, and travel expenses of NCWorks Career Coaches. The revisions were approved on July 21, 2017.

Community College	Region	# NC Works Career Coaches	1-20-2017 SBCC 2017-18 Allocations	SBCC Approved allocation revision, dated July 21, 2017	2017-18 Revised Allocations	2018-19 Revised Allocations
Alamance CC	Central	2	\$71,427	\$4,936	\$76,363	\$76,363
Bladen CC*	Eastern	0	\$71,427	(\$71,427)	\$0	\$0
Durham Technical CC	Central	1	\$35,716	\$2,466	\$38,182	\$38,182
Edgecombe CC	Eastern	2	\$71,428	\$4,935	\$76,363	\$76,363
Forsyth Technical CC	Central	3	\$107,142	\$7,403	\$114,545	\$114,545
Halifax CC	Eastern	1	\$35,716	\$2,466	\$38,182	\$38,182
Haywood CC	Western	2	\$71,428	\$4,935	\$76,363	\$76,363
Isothermal CC	Western	1	\$35,716	\$2,466	\$38,182	\$38,182
Lenoir CC	Eastern	3	\$107,142	\$7,403	\$114,545	\$114,545
Mayland CC	Western	1	\$35,716	\$2,466	\$38,182	\$38,182

McDowell Technical CC	Western	1	\$35,716	\$2,466	\$38,182	\$38,182
Nash CC	Eastern	2	\$71,428	\$4,935	\$76,363	\$76,363
Pitt CC	Eastern	3	\$107,142	\$7,403	\$114,545	\$114,545
Randolph CC	Central	2	\$71,428	\$4,935	\$76,363	\$76,363
Rowan-Cabarrus CC	Central	2	\$71,428	\$4,935	\$76,363	\$76,363
Total		26	\$1,000,000	(7,277)	\$992,723	\$992,723

* Bladen CC was approved in January 2017 for \$71,427, but had to withdraw due to lack of matching funds.

On January 20, 2017, the State Board approved allocations totaling \$1,000,000 for fiscal years 2017-18 and 2018-19. The funding, at that point, was not sufficient to support all qualified requests. In the 2017 legislative session, the General Assembly increased the appropriation for Career Coaches. The additional 2017-18 and 2018-19 funding allocations will allow the support of 29 additional coaches of the qualified requests. With these additional allocations, a total of 28 colleges will have one or more career coach positions.

Table 3b.2 2017-19 NC Works Career Coach Program Additional July Funding Awards

Community College	Region	# NC Works Career Coaches			2017-18 Allocations	2018-19 Allocations
Blue Ridge CC	Western	2			\$76,363	\$76,363
Brunswick CC	Eastern	2			\$76,363	\$76,363
Caldwell CC & TI	Western	3			\$114,545	\$114,545
Central Carolina CC	Central	3			\$114,545	\$114,545
Cleveland CC	Western	2			\$76,363	\$76,363
Davidson County CC	Western	1			\$38,182	\$38,182
Edgecombe CC	Eastern	1			\$38,182	\$38,182
Johnston CC*	Central	1			\$38,182	\$0
Gaston College	Western	2			\$76,363	\$76,363
Mayland CC	Western	1			\$38,182	\$38,182
Pamlico CC	Eastern	1			\$38,182	\$38,182
Piedmont CC	Central	2			\$76,363	\$76,363
Randolph CC	Central	1			\$38,182	\$38,182
Robeson CC*	Eastern	2			\$76,363	\$0
Surry CC	Western	2			\$76,364	\$76,364
Vance-Granville CC	Central	1			\$38,182	\$38,182
Western Piedmont CC	Western	2			\$76,363	\$76,363
Total		29			\$1,107,269	\$992,724
Grand Total		55			\$2,099,992	\$1,985,447

Program Efforts To Date

Students Counseled Annually: Coaching and career advisement is defined as meeting in a one-on-one session(s) with a career coach, discussing students' career interests, identifying opportunities for deeper exploration and immersion, and developing a guided pathway towards appropriate course selection related to the students' career interests.

Number of students annually counseled (advised) by Career Coaches in 2016-17:

- Total number of students counseled (advised) in 2016-17: **12,149**

Impact:

Initial impact includes information regarding pathways available to students and the subsequent enrollment in those pathways. The first year of potential impact on enrollment is the 2017-18 academic year. Enrollment and pathway offerings in the 2016-17 academic year will be the established baseline data and information used to assess the impact of the program for future data collection points.

Pathway Enrollment:

Total Pathway Enrollment 2016-17:

During the 2016-17 academic year, career pathway enrollment for high school (Career Technical Education) totaled 55,521 students; community college (Career & College Promise/Career Technical Education) totaled 3,512 students; and community college (Career & College Promise/College Transfer Program) totaled 3,309 students.

Assessing Pathway Offerings:

Partnerships will be asked to complete a survey of pathway offerings as compared to the previous year beginning with the 2017-18 academic year. The survey will include requested connection to local workforce needs.

Attachment B

Legislative Authorization: G.S. 115D-21.5(d)(2). NCWorks Career Coach Program

SECTION 10.14.(a) Article 2 of Chapter 115D of the General Statutes is amended by adding a new section to read:

§ 115D-21.5. NCWorks Career Coach Program.

(a) Purpose. – There is established the NCWorks Career Coach Program to place community college career coaches in high schools to assist students with determining career goals and identifying community college programs that would enable students to achieve these goals.

(b) Memorandum of Understanding. – The board of trustees of a community college and a local board of education of a local school administrative unit within the service area of the community college shall enter into a memorandum of understanding for the placement of career coaches employed by the board of trustees of the community college in schools within the local school administrative unit. At a minimum, the memorandum of understanding shall include the following:

(1) Requirement that the community college provides the following:

- a.** Hiring, training, and supervision of career coaches. The board of trustees may include a local board of education liaison on the hiring committee to participate in the decision making regarding hiring for the coach positions.
- b.** Salary, benefits, and all other expenses related to the employment of the career coach. The coach will be an employee of the board of trustees and will not be an agent or employee of the local board of education.
- c.** Development of pedagogical materials and technologies needed to enhance the advising process.
- d.** Criminal background checks required by the local school administrative unit for employees working directly with students.
- e.** Agreement that, while on any school campus, the career coach will obey all local board of education rules and will be subject to the authority of the school building administration.

(2) Requirement that the local school administrative unit provides the following to career coaches:

- a.** Access to student records, as needed to carry out the coach's job responsibilities.
- b.** Office space on site appropriate for student advising.
- c.** Information technology resources, including, but not limited to, Internet access, telephone, and copying.
- d.** Initial school orientation and ongoing integration into the faculty and staff community.
- e.** Promotion of school-wide awareness of coach duties.

- f. Facilitation of coach's access to individual classes and larger assemblies for the purposes of awareness-building.
- (c) Application for NCWorks Career Coach Program Funding. – The board of trustees of a community college and a local board of education of a local school administrative unit within the service area of the community college jointly may apply for available funds for NCWorks Career Coach Program funding from the State Board of Community Colleges. The State Board of Community Colleges shall establish a process for award of funds as follows:
- (1) Advisory committee. – Establishment of an advisory committee, which shall include representatives from the NC Community College System, the Department of Public Instruction, the NCWorks initiative located in the Department of Commerce, and at least three representatives of the business community, to review applications and make recommendations for funding awards to the State Board.
- (2) Application submission requirements. – The State Board of Community Colleges shall require at least the following:
- a. Evidence of a signed memorandum of understanding that meets, at a minimum, the requirements of this section.
- b. Evidence that the funding request will be matched dollar-for-dollar with local funds. Matching funds may come from public or private sources.
- (3) Awards criteria. – The State Board of Community Colleges shall develop criteria for consideration in determining the award of funds that shall include the following:
- a. Consideration of the workforce needs of business and industry in the region.
- b. Targeting of resources to enhance ongoing economic activity within the community college service area and surrounding counties.
- c. Geographic diversity of awards.
- (d) Annual Report. –
- (1) The board of trustees of a community college that employs one or more career coaches shall report annually to the State Board of Community Colleges on implementation and outcomes of the program, including the following information:
- a. Number of career coaches employed.
- b. Number of local school administrative units served and names of schools in which career coaches are placed.
- c. Number of students annually counselled by career coaches.
- d. Impact of career coaches on student choices, as determined by a valid measure selected by the State Board of Community Colleges.

- (2) The State Board of Community Colleges shall report annually no later than October 1 to the Joint Legislative Education Oversight Committee on the following:
- a. A compilation of the information reported by the board of trustees of community colleges, as provided in subdivision (1) of this subsection.
 - b. Number and names of partnership applicants for NC Works Career Coach Program funding.
 - c. Number, names, and amounts of those awarded NC Works Career Coach Program funding.

SECTION 10.14.(b). The State Board of Community Colleges shall begin accepting applications for available funds for NC Works Career Coach Program funding no later than December 15, 2015, and shall select the initial recipients for the award of funds no later than February 22, 2016.

SECTION 10.14.(c) The funds appropriated under this act to the Community Colleges System Office for the 2015-2017 fiscal biennium to match non-State funds to implement the NCWorks Career Coach Program shall only be used for salary and benefits for NCWorks Career Coaches.