

**State of Alaska
FY2005 Governor's Operating Budget**

**Department of Labor and Workforce Development
Adult Basic Education
Component Budget Summary**

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Component: Adult Basic Education

Contribution to Department's Mission

The Adult Basic Education component contributes to the department's mission by providing adult learners instruction in the basic skills of reading, writing, mathematics, English as a Second Language (ESL), and GED (General Educational Development) preparation.

Core Services

Adult Basic Education students receive instruction in basic skills in reading, writing, mathematics, and GED preparation with an emphasis on integrating workplace readiness skills as well as practical life skills into instruction.

Adult students also receive instruction in speaking, reading, and writing English as a Second Language with an emphasis on civics education and the language competency needed for most entry-level service positions.

GED test administration occurs in 26 GED Testing Centers located statewide and GED transcript requests are filled for graduates seeking employment and/or entry into post-secondary education.

FY2005 Resources Allocated to Achieve Results

FY2005 Component Budget: \$2,805,800	Personnel:	
	Full time	3
	Part time	0
	Total	3

Key Component Challenges

The Alaska State High School Exit Exam's Reading, Writing, and Mathematics tests are similar to the GED tests. It is expected that enrollment in Adult Basic Education programs will initially increase by up to 25 percent, or as many as 1,500 full-time students, as unsuccessful Exit Exam candidates seek instruction in order to pass the Exit Exam or the GED tests in the years after their classes graduate.

Current funding levels and local capacity may not be adequate to address this additional demand.

Federal requirements for accountability and quality in data require that Alaska ABE Programs invest in processes that standardize the demographic and assessment data collection and recording of the students. The challenge is to maintain a web-based ABE statewide database and to investigate greater use of electronic assessing. Local ABE Programs are using more staff time to get the required pre and post assessment testing completed. Current funding levels and local capacity may not be adequate to address additional time required for accountability measures.

GED graduates require copies of their GED transcripts for employment and education purposes. This office maintains transcripts for all Alaskan GED graduates. Currently transcripts are kept as paper files, some on microfiche, and some electronically. The challenge is to convert them all to an electronic database so that requests for information can be accessed more efficiently.

The ABE program must maintain current funding in order to support expenditures at the level necessary to meet the Maintenance of Effort (MOE) requirements and ensure continued receipt of all federal funds. A reduction in MOE will result in a 10% reduction to federal grant funds.

Significant Changes in Results to be Delivered in FY2005

No changes in results delivered.

Major Component Accomplishments in 2003

1,996 GED diplomas were granted in FY 2003, an increase of 539 from the previous year.

The ABE Program began collecting student demographic and assessment data required for federal reports and developed a new professional development project to improve instruction by using technology with small groups.

Statutory and Regulatory Authority

Federal Authority:

Public Law 105-220

Workforce Investment Act of 1998, Title II: Adult Education & Family Literacy

Statutory Authority:

AS 44.31.020(6)

Duties of the Department of Labor

Administrative Regulations:

8 AAC 99.010

Delegation of Authority to Issue Diplomas

8 AAC 99.110

High School Equivalency Test

8 AAC 99.120

Eligibility

8 AAC 99.130

Official Test Sites

8 AAC 99.140

State GED Program Office

8 AAC 99.190

Definitions

8 AAC 99.200

Adult Basic Education Grants

Contact Information
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Adult Basic Education Component Financial Summary

All dollars shown in thousands

	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	170.0	180.0	194.1
72000 Travel	15.7	21.2	21.2
73000 Contractual	709.5	139.4	120.1
74000 Supplies	53.9	10.0	35.7
75000 Equipment	0.0	16.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	1,772.1	2,278.5	2,434.7
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	2,721.2	2,645.1	2,805.8
Funding Sources:			
1002 Federal Receipts	981.7	1,074.6	1,248.4
1003 General Fund Match	0.0	0.0	1,557.4
1004 General Fund Receipts	1,739.5	1,570.5	0.0
Funding Totals	2,721.2	2,645.1	2,805.8

Estimated Revenue Collections

Description	Master Revenue Account	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Federal Receipts	51010	981.7	1,074.6	1,248.4
Restricted Total		981.7	1,074.6	1,248.4
Total Estimated Revenues		981.7	1,074.6	1,248.4

**Summary of Component Budget Changes
From FY2004 Authorized to FY2005 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2004 Authorized	1,570.5	1,074.6	0.0	2,645.1
Adjustments which will continue current level of service:				
-Changes to Retirement and Other Personal Services Rates	0.0	8.2	0.0	8.2
-Transfer Federal Authorization from Employment Services to Adult Basic Education for Increased Grant Funds ADN0741041	0.0	165.6	0.0	165.6
Proposed budget decreases:				
-Reduce Match Requirement by Using Lease Payments	-8.2	0.0	0.0	-8.2
-Reduce General Fund Match to Minimum Necessary to Maintain Receipt of Federal Funds	-4.9	0.0	0.0	-4.9
FY2005 Governor	1,557.4	1,248.4	0.0	2,805.8

**Adult Basic Education
Personal Services Information**

Authorized Positions		Personal Services Costs		
	<u>FY2004</u>	<u>FY2005</u>		
	<u>Authorized</u>	<u>Governor</u>		
Full-time	3	3	Annual Salaries	134,912
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	59,154
			<i>Less 0.00% Vacancy Factor</i>	(0)
			Lump Sum Premium Pay	0
Totals	3	3	Total Personal Services	194,066

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Clerk III	0	0	1	0	1
Education Specialist II	0	0	1	0	1
Grants Administrator II	0	0	1	0	1
Totals	0	0	3	0	3