

Docket Item:

ACTION ITEM: Approve Permanent Chapter 575: ASPIRE program rules

Summary:

ASPIRE is the state's mentoring program that matches trained and supportive adult volunteer mentors with middle and high school students to develop a plan to help them meet their career and education goals beyond high school.

The proposed changes to the ASPIRE program rules are intended to update language and streamline processes for participating ASPIRE sites.

The updates address: language relating to the agency, expanding the definitions of an ASPIRE site and ASPIRE student, clarifying definitions of key technical terminology, reducing paperwork and processing for students and volunteers to participate by clarifying language that a student is required to submit a permission form from guardians of minors in order to meet one-on-one with volunteers and eliminating a background check requirement for volunteers not conducting one-on-one mentoring activities (such as guest speakers) while allowing sites to require this if it is in their governing rules, and updating conditions regarding financial administration of program funds.

Staff Recommendation:

The Commission adopt the proposed changes.

DIVISION 76

ASPIRE PROGRAM

575-076-0005

Purpose and Scope

This rule implements the Access to Student assistance Programs In Reach of Everyone (ASPIRE) ~~program~~Program. The program encourages all Oregon ~~high school~~ students to see education and training beyond high school as an option. The program provides information about financial aid and education and training options to students, ~~school~~ASPIRE site staff, community volunteers and families for this purpose.

575-076-0010

Definitions

- (1) Applicant site. A site serving Oregon students ~~in Oregon secondary schools~~ that has completed all necessary ~~material~~steps for consideration to become an ASPIRE site.
- (2) ASPIRE Agreement. A document that outlines the responsibilities of both the ASPIRE Program and the ASPIRE site that is signed by designated representatives of ~~OSAC~~The Oregon Higher Education Coordinating Commission (HECC) and the site.
- (3) ASPIRE Coordinator. A site designated staff person who oversees the ASPIRE Program.
- (4) ASPIRE site. A site serving students in Oregon ~~secondary schools~~ that has been accepted into the ASPIRE program and is currently operating in the program.
- (5) ASPIRE student. An Oregon ~~secondary school~~ student participating in site-based ASPIRE activities.
- (6) Commission. The Higher Education Coordinating Commission- ~~(HECC)~~.
- (7) Partnership Grants. General Funds or Other Funds that are awarded to an ASPIRE site for the purpose of funding an ASPIRE Coordinator. The site ~~may~~will be required to ~~require~~provide a matching grant amount to fully fund the ASPIRE Coordinator.
- (8) Partnership Grant Agreement. A document that outlines the responsibilities of both the ASPIRE Program and the ASPIRE site that is signed by designated representatives of The Oregon Higher Education Coordinating Commission (HECC) and the site pertaining to the administration of a Partnership Grant.
- (9) Underserved students. Underserved students means underserved students as defined by the Equity Lens as adopted by the Higher Education Coordinating Commission.
- (9) Volunteer ~~advisor~~mentor. A volunteer who works with individual ASPIRE students at an ASPIRE site.
- (9)10) Waiting list. A list maintained by OSAC of applicant ~~schools~~sites that have met the standards for acceptance into the ASPIRE program but which cannot yet be accommodated in the program owing to availability of funds, staffing or other factors limiting participation.

575-076-0015

Application/Selection Procedures

The Commission shall establish an application procedure for potential ASPIRE sites. This procedure shall provide:

- (1) ~~Appropriate, timely notification~~ Notification of the opportunity to become an ASPIRE site to all potentially eligible sites by placing such notification on the Commission's website.
- (2) Information on ASPIRE training and technical assistance, Partnership Grants, or other grant assistance available.
- (3) Information on the responsibilities of the participating ASPIRE sites.
- (4) An equitable system through which applicant sites are evaluated for potential participation in the ASPIRE program based upon the quality of the applicant site in terms of meeting the purposes of the law. This process will include but is not limited to an evaluation of:
 - (a) ~~Evaluation of current~~ Current programs and practices that encourage ~~students'~~ students' pursuit of post-secondary opportunities; i
 - (b) ~~Evaluation of~~ Necessary administrative support demonstrated by the designation and support of an ASPIRE Coordinator, space and technical resources; i
 - (c) Demonstrated experience with volunteer management; i
 - (d) ~~Evaluation of school~~ Site need demonstrated by such indicators as: Dropdrop out rates, percentage of students qualifying for free and reduced lunch, and attendance rates; and
 - (e) Percentage of graduating seniors seeking education and/or training after high school including percentages of ~~students who are~~ traditionally underrepresentedunderserved students.
- (5) Timely notification of successful applicant schools in order to allow applicant sites adequate preparation time for ASPIRE operation.
- ~~(6) An appropriate waiting list for sites.~~

575-076-0025

Conditions of Participation

- (1) The Commission shall establish conditions required for sites to participate in the ASPIRE program and monitor these conditions; i
- (2) ~~Students or their~~ A student's legal guardian, if the student is under 18 years of age, must sign a student participation agreementpermission form in order to meet one-on-one with ASPIRE volunteer mentors.
- (3) Volunteer ~~Advisors~~ mentors are to be recruited and screened, including a background check by the participating site. OSAC, if the volunteer mentor will be working one-on-one with students under the age

of 18. An ASPIRE site may also conduct a background check on a prospective volunteer mentor if required by the ASPIRE site independent of this rule

(4) HECC ASPIRE staff and the each ASPIRE Coordinator will set targets for the ~~site's~~site's ASPIRE program outputs and outcomes as described in the ASPIRE agreement.

(4) ~~Other OSAC~~(5) HECC may make other conditions that are it deems necessary and those will be included in the ASPIRE Agreement.

575-076-0030

Financial Administration

ASPIRE funds shall be managed according to legislative instruction, requirements of grantors and State of Oregon standards. ~~Funds disbursed to ASPIRE sites are subject to subsequent audit by the Commission.~~

as set forth in the Partnership Grant Agreement.