

## **LEADERSHIP TEAM (Z077)**

### **Overview**

**Program Purpose:** The Department of Education is responsible for state-wide educational planning and execution of work for the implementation of state, federal and national educational programs, activities and initiatives. Leadership supervises, guides, and plans for a coordinated system of public education for all citizens of the State based on the system of Learning Results. The team:

- Provides educational leadership at the State, federal and national level for major educational programs and initiatives.
- Conducts the work of the Department as a learning organization, modeling for the field a reliance on data-driven review, reflection, decision-making, and monitoring of all policies, programs, and services.
- Ensures policy and program coordination across all teams to ensure all Maine learners have equitable access to quality education in physically, emotionally, and intellectually safe learning environments and ensure educator quality by focusing on professional development, building leadership capacity, and supporting effective recruitment and retention practices.
- Promotes efforts to optimize learner access, aspiration, and achievement from birth to adult through strengthened Pre-K-Adult Education cooperation among school administrative units, institutions of higher education, and other relevant agencies and organizations.
- Oversees and coordinates State and federal legislative activity with the Legislature and the Governor's Office; oversees all regulatory and rulemaking activities relative to the Administrative Procedures Act (APA); and coordinates the Annual Regulatory Agenda.
- Provides legislative liaison and administrative support to the State Board of Education.
- Coordinates the Freedom of Information Access Act response process.
- Oversees internal finances and budgeting and develops and administers the Department budget to maximize the use of federal, state, and local resources: fiscal, human, material, facilities, technology, and transportation.
- Administers a contract and grant award review and approval process in coordination with the Department of Administrative and Financial Services, Division of Purchases.
- Coordinates communications and media relations to raise public awareness about the need for a broad statewide partnership to support *all* students in achieving Maine's *Learning Results* and to strengthen both internal and external communications strategies and tools.
- Administers personnel policies and functions and manages employee relations.
- Provides guidance for internal operations and administrative oversight of the Department.
- Ensures compliance with state and federal laws, rules and regulations.
- Provides leadership for Department health and safety activities.

The Leadership Team has broad responsibilities for internal operations and administrative oversight supporting the work of all other organizational teams in the Department and representing the Department within these areas of responsibility. Department teams and their programs support the goal of ensuring Maine students will be prepared for work, postsecondary education, citizenship and personal fulfillment. Teams and programs are continuously reviewed by leadership and realigned to maximize the opportunities for program coordination and minimize unnecessary duplication of effort.

Members of the Leadership Team report directly to the Commissioner. The team was created through a restructuring which was approved by the Legislature in the First Regular Session of the 116th Legislature. This restructuring reduced the number of offices and divisions and reporting levels within the Department of Education and created streamlined organizational units (teams) which more clearly

reflect the needs of individuals both inside and outside of the Department who are served by these units.

**Population Served:**

<b>Program Area</b>	<b>Enrollment</b>
All public education programs	All pre-k to adult learners
All public education programs	Education constituents statewide
<b>Total</b>	

**Financial Data:** Aggregate financial data for the Leadership Team is presented here. The program summary pages that follow describe the financial data for each of the individual programs within this Department Team.

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Budgeted</b>
General Fund	\$2,286,838	\$1,554,560	\$1,363,959
Federal Expenditures Fund	1,511,016	1,427,625	961,931
Other Special Revenue Funds	787,383	381,225	1,875,662
<b>Total All Funds</b>	<b>\$4,585,237</b>	<b>\$3,363,410</b>	<b>\$4,201,552</b>

**Leadership and Staff Support:** Commissioner Angela Faherty provides administrative leadership for the Leadership Team. Aggregate staff support for the Department Team programs include:

<b>Funding Source</b>	<b>Legislative Count -- Position</b>
General Fund	(1.0) Commissioner of Education (1.0) Deputy Commissioner of Education (2.0) Education Team/Policy Director (1.0) Office Specialist II Supervisor (1.0) Education Specialist III (1.0) Secretary Specialist (3.0) Secretary Associate (1.0) Office Assistant II
Federal Expenditures Fund	(1.0) Education Specialist III (0.5) Office Associate II
Other Special Revenue Funds	(1.0) Public Service Manager II
<b>Total</b>	<b>(13.5)</b>

**Note:** The Leadership Team also includes the Education Team and Policy Directors for the:

- Pre-K-Adult Curriculum , Instruction and Assessment Team (1.0).
- Special Services Team (1.0).
- School Finance and Operations Team (1.0).
- Learning Through Technology Team (1.0).

These positions are identified in the program summary page for each team.

**Performance Data:** The Commissioner of Education reports to the Legislature as required by statutes and upon request. The program summary pages that follow describe the performance data that is available for each of the individual programs within the Leadership Team.

**Program: English Language Acquisition  
Department Team: Leadership (Z077)**

**Program Purpose:** This program is designed to improve the education of limited English proficient (LEP) children and youths by helping them learn English and meet challenging state academic content and student academic achievement standards.

**Population Served:** The data presented are for students served during the 2009-2010 school year:

Program Area	Enrollment
English Language Learner	4,571
<b>Total</b>	4,571

**Financial Data:** This No Child Left Behind, Title III federal grant is distributed to states based on a formula that takes into account the number of immigrant and LEP students in each state. In Maine, the funds are used to assist State and local school administrative agencies to develop and enhance their capacity to provide high quality instructional programs designed to prepare limited English proficient children to enter all-English instruction settings and to implement the requirements of NCLB for students with limited English proficiency.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budgeted
Federal Expenditures Fund	\$904,393	\$713,489	\$811,144
<b>Total All Funds</b>	\$904,393	\$713,489	\$811,144

**Leadership and Staff Support:** Nancy Mullins, Program Director, provides administrative leadership for the program.

Funding Source	Legislative Count -- Position
Federal Expenditures Fund	(1.0 ) Education Specialist III * (0.5) Office Associate II
<b>Total</b>	(1.5)

\* 90% of time allocated to this position

**Performance Data:** The Maine DOE reports performance data for students with limited English proficiency to the United States Department of Education (USDE) as part of the Title III Biennial Report and the NCLB Consolidated State Performance Report that is submitted annually in December. The most recent Title III Biennial Report can be found at the USDE website (please see "Performance"): <http://www2.ed.gov/programs/sfgp/statemonitor/maine.pdf>. The most recent NCLB Consolidated State Performance Report can be found at the Maine DOE website (please see "Accountability Workbook"): [http://www.maine.gov/education/nclb/state\\_app/summary.htm](http://www.maine.gov/education/nclb/state_app/summary.htm).

**Program: Refugee Children's Impact Grant Program  
Department Team: Leadership (Z077)**

**Program Purpose:** The primary purpose of this program is to support local school systems that have a significant number of newly arrived refugee children and to help those children make major initial adjustments. The federal funding Maine receives goes to school systems to strengthen their capacity to provide additional educational services and related mental health services to these refugee children.

**Population Served:**

<b>Program Area</b>	<b>Enrollment</b>
Refugee Children (2009-2010 school year)	190
<b>Total</b>	190

**Financial Data:** Federal funding for this program is authorized under section 412(b)(5) of the Immigration and Nationality Act (INA), as amended.

	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Budgeted</b>
Federal Expenditures Fund	\$131,740	\$130,243	\$150,787
<b>Total All Funds</b>	\$131,740	\$130,243	\$150,787

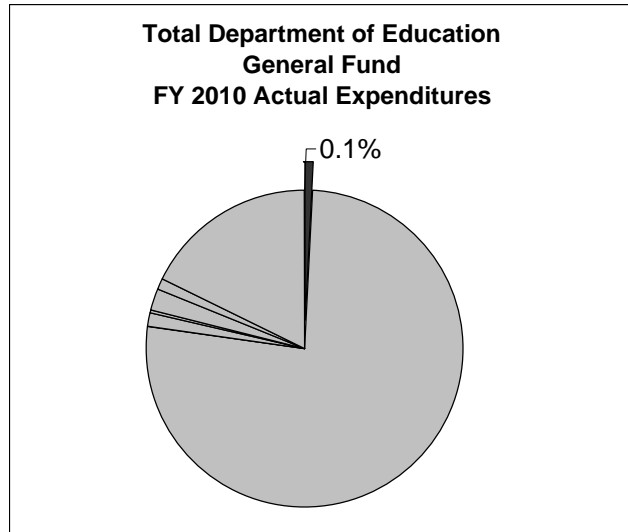
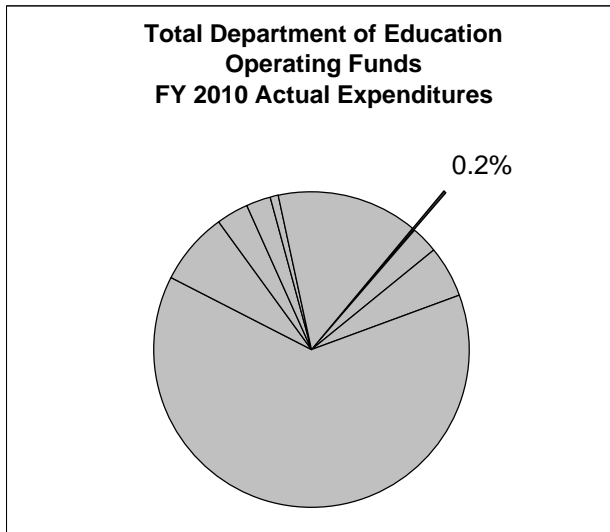
**Leadership and Staff Support:** Nancy Mullins, Director ESL/Bilingual Programs provides administrative leadership for the program. Staff support for the program includes:

<b>Funding Source</b>	<b>Legislative Count -- Position</b>
Federal Expenditures Fund	(1.0) Education Specialist III *
<b>Total</b>	(1.0)

\* 10% of time allocated to this program

**Performance Data:** State profile information and a compilation of annual performance reports for the use of federal grants provided to the states for refugee children can be found at the Office of Refugee Resettlement website at the U.S. Department of Health and Human Services at: [http://www.acf.hhs.gov/programs/orr/data/state\\_profiles.htm](http://www.acf.hhs.gov/programs/orr/data/state_profiles.htm).

# Leadership Team



	<u>FY 2009 Actual Expenditures</u>	<u>FY 2010 Actual Expenditures</u>	<u>FY 2011 Budgeted Expenditures</u>
<b>General Fund</b>			
Other	\$2,286,838	\$1,554,560	\$1,363,959
<b>Federal Expenditures Fund</b>			
English Language Acquisition	\$904,393	\$713,489	\$811,144
Refugee Children's Impact Grant Program	\$131,740	\$130,243	\$150,787
Other	\$474,883	\$583,893	\$0
<b>Other Special Revenue Funds</b>			
Other	\$787,383	\$381,225	\$1,875,662
<b>Summary</b>			
Total General Fund	\$2,286,838	\$1,554,560	\$1,363,959
Total Federal Expenditures Fund	\$1,511,016	\$1,427,625	\$961,931
Total Other Special Revenue Funds	\$787,383	\$381,225	\$1,875,662
Total All Funds	\$4,585,237	\$3,363,410	\$4,201,552

	Fund	Appropriation Account	Unit
<b>LEADERSHIP TEAM (Z077)</b>			
<b>&gt; Dept. of Education Programs that map directly to the budget</b>			
Leadership	10	Z077-69	1003,1006,1007,1009,1023,1024,1025,Z077
Legislative Coordination	10	Z077-69	1004
State Board of Education Support	10	Z077-69	1041
English Language Acquisition	13	Z077-16	3068,3089, 3090,Z077
Refugee Children's Impact Grant Program	13	Z077-61	3080, Z077
<b>&gt; Dept. of Education Programs included in Governmental Evaluation Act Program Evaluation Report that do not map directly to the budget</b>			
Maine's Learning Results - Standards for the 21st Century			
Learning Technology for the 21st Century			
Partnership for the 21st Century			
Administrative Procedures Act Administration			
Freedom of Access Act			
Personnel Administration and Employee Relations			
Finance and Budget Management			
Communications			
Internal Operations and Administrative Oversight			
Policy and Program Coordination			
State and Federal Compliance			