

July 1, 2003

REISSUANCE

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 03-01
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: Update/Revision to PRH Chapter 5, Appendix 501 -
PY 2003 Performance Management System:
Appendix 501a, Center Report Card and Center Quality Report Card
Appendix 501b, Outreach and Admissions Report Card
Appendix 501c, Career Transition Services Report Card
Appendix 501d, Vocational Reporting and Improvement System

1. Purpose. To transmit the PY 2003 PRH-Chapter 5, Appendices 501a, 501b, 501c, and 501d. These Appendices contain the policies governing Job Corps' performance management system for centers, outreach and admissions agencies, career transition services agencies, and vocational training programs. All PY 2003 performance goals, both national and model-based, are included in these policies.

2. Background. Job Corps utilizes a comprehensive performance management system to assign accountability for program goals and objectives, and to assess program effectiveness in achieving results. Collectively, the following five outcome measurement systems make up the performance management system and reflect accountability for all phases of students' experiences in Job Corps:

- ✓ Outreach and Admissions Report Card
- ✓ Center Report Card
- ✓ Center Quality Report Card
- ✓ Career Transition Services (CTS) Report Card
- ✓ Vocational Reporting and Improvement System

The PY 2003 Performance Management System is based on recommendations and analysis by the PY 2003 Outcome Measurement System Workgroup, senior national office staff, and members of the Job Corps community.

3. Explanation of Change. PRH Chapter 5, Appendices 501a-d, reflects requirements resulting from the implementation of the Workforce Investment Act of 1998 (WIA) and Job Corps program priorities, such as the Career Development Services System (CDSS). The individual measurement systems for Job Corps centers and contractors are now more closely aligned with each other to encourage collaboration in delivering quality services to students and to reflect shared responsibility for ensuring positive outcomes.

4. Filing Instructions.

REMOVE FROM PRH	REPLACE WITH
Table of Contents, Page v, dated July 1, 2001	Table of Contents, Page v, dated July 1, 2003
Appendix 501 Introduction, dated July 1, 2002	Appendix 501 Introduction, dated July 1, 2003
Appendix 501a, dated July 1, 2002	Appendix 501a, dated July 1, 2003
Appendix 501b, dated July 1, 2002	Appendix 501b, dated July 1, 2003
Appendix 501c, dated July 1, 2002	Appendix 501c, dated July 1, 2003
Appendix 501d, dated July 1, 2002	Appendix 501d, dated July 1, 2003

5. Effective Date. July 1, 2003.

6. Action Required. All addressees must ensure that this Notice is distributed to all appropriate staff. This Change Notice supersedes the following documents:

PRH Change Notices 00-01, 01-01 , 01-04 and 02-01,
Job Corps Information Notices 02-26 and 02-27.

7. Inquiries. Questions or comments concerning Appendix 501's Introduction and/or Appendices 501a-c should be addressed to Edna Primrose at (202) 693-3135, or email to primrose.edna@dol.gov. Questions or comments concerning Appendix 501d should be addressed to Yolanda Logan at (202) 693-3144, or email to logan.yolanda@dol.gov.

Attachments

- Table of Contents, Page v
- Appendix 501 Introduction
- Appendix 501a
- Appendix 501b
- Appendix 501c
- Appendix 501d