

2014-2015 & 2015-2016 Perkins Local Plan Update Seminar

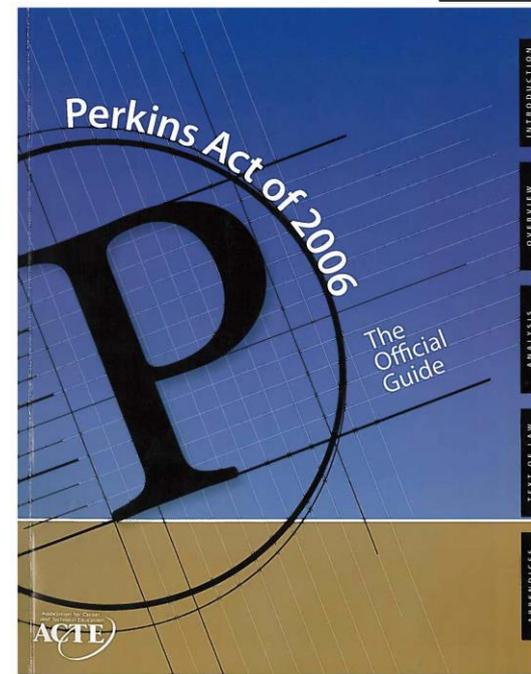


Office of Career and Technical Education

Virginia Department of Education

February 5, 2015

Revised: April 27, 2015



2015-2016 Perkins Plan Video Streaming Training Session



AGENDA

- Welcome
- United States Department of Education Monitoring Visit
- Revision of Selected CTEMS Schedules in the Local Perkins Plan Template
- Perkins Use of Funds for Career and Technical Student Organizations



2015-2016 Perkins Plan Excel Template Changes



Section 134 (b)(1-12, A &, B) of the Perkins Act requires that school divisions “describe” how they will carry out the requirements identified in criteria 1-12, A & B.

Based on the above requirements, the following CTEMS Schedules have been revised. A text box has been added for the school division to describe how the funds will be used.

- **CTEMS Schedule Revised:** 1, 2, 4, 5, 6, 7, 9, 12, 15, and 17.
- **CTEMS Schedule Moved to Assurance Section:** 11

Note: These revisions have resulted in changes to some of the CTEMS Schedules in the revised Perkins Plan and Budget Application dated February 5, 2015.



2015-2016 Perkins Plan: Submission of Reimbursement Request



Reimbursement Claims:

Federal grant award guidelines require the timely expenditure and submission of payment requests for Perkins grant funds.

Perkins OMEGA reimbursement requests should be submitted on a monthly basis following the expenditure(s).

“The USDE monitoring team (December 5-9, 2014) raised concerns about the number and large dollar amount of OMEGA payment requests submitted at the end of the school year.”



Career and Technical Student Organizations

CTSOs provide Virginia students with opportunities to apply academic, technical and employability knowledge and skills necessary in today's work force.



Clarification of Guidance in the December 19 and January 9 Communications



Question: Please clarify the following statement that was in the December 19, 2014 and January 9, 2015 communications?

- **Statement:** Perkins funds may be used for these types of direct assistance if the costs are (1) related to a CTSO that is an integral part of the curriculum, and (2) part of a larger program to serve special populations or non-traditional students.
- **Answer:** Number one above addresses the fact that CTSO experiences should be an integral part of all CTE courses. In addition to ensuring that all students receive co-curricular CTSO instruction, number two clarifies that Perkins funds may be used to support students who are determined to satisfy one of the special populations categories or be enrolled in a non-traditional field. Both #1 and #2 must be satisfied.



CTE Directors Memo #081-15

Clarification



In the paragraph on page #2 of the January 9, 2015 memo, note the clarification in red below:

This guidance directs future use of Perkins funds for CTSO to strictly support participation of students who are determined to be eligible members of special populations and/or participants of non-traditional fields. It is important to note that the guidance issued on December 19, 2014, via Superintendent's E-mail, does not eliminate the ability to use Perkins funds for CTSO registration, transportation, lodging, and meals to CTSO regional, state and national conferences.

Use of Perkins Funds for CTSO Leadership Development Programs



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Provided the student is determined to satisfy (a) one of the Special Populations definitions or (b) enrolled in a non-traditional field, it is permissible to use Perkins funds to pay for:

- Registration**
- Transportation**
- Lodging**
- Meals**

Any other expenditures would be a local responsibility.

Use of Perkins Funds for CTSO: Special Populations



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The term ‘special populations’ means:

- (A) Individuals with disabilities;**
- (B) Individuals from economically disadvantaged families, including foster children;**
- (C) Individuals preparing for non-traditional fields;**
- (D) Single parents, including single pregnant women;**
- (E) Displaced homemakers; and**
- (F) Individuals with limited English proficiency.**

Use of Perkins Funds for CTSO: Non-traditional



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The term ‘non-traditional fields’ means...

occupations or fields of work, including careers in computer science, technology, and other current and emerging high skill occupations, for which individuals from one gender comprise less than 25 percent of the individuals employed in each such occupation or field of work.

Use the CTERS Manual to Identify Non-traditional Courses



2014-2015 Virginia CTE Course Information

Agricultural Education Courses

Course Code	SCED Code	SCED Sequence	Course Title	Max Enroll	Length (weeks)	Non-Trad Gender
8022	18201	1 3	Agricultural Business Fundamentals		36	F
8026	18201	3 3	Agricultural Business Management		36	F
8024	18201	2 3	Agricultural Business Operations		36	F
8095	99012	1 1	Agricultural Education Dual Enrollment		36	
8053	18099	1 1	Agricultural Education--Development	10	36	
8050	18003	1 1	Agricultural Education--Preparation	15	36	
8019	18404	1 1	Agricultural Fabrication and Emerging Technologies	20	36	F
8018	18402	1 2	Agricultural Power Systems	20	36	F
8020	18402	2 2	Agricultural Power Systems, Advanced	20	36	F
8012	18301	2 3	Agricultural Production Management	20	36	F
8010	18301	1 3	Agricultural Production Technology	20	36	F
8017	18403	1 1	Agricultural Structural Systems	20	36	F
8004	68001	3 3	Agriscience and Technology (18/36 weeks)		18	
8003	68001	2 3	Agriscience Exploration		18	
8072	18002	1 2	Applied Agricultural Concepts	20	18	
8073	18002	2 2	Applied Agricultural Concepts	20	36	
8086	18309	1 2	Biological Applications in Agriculture		36	
8087	18309	2 2	Biotechnology Applications in Agriculture		36	
8085	18308	1 1	Biotechnology Foundations in Agricultural Education		36	
8045	03063	2 3	Ecology and Environmental Management		18	F
8046	03063	3 3	Ecology and Environmental Management		36	F
8015	18104	1 2	Equine Management Production	20	18	F
8080	18104	2 2	Equine Management Production	20	36	F
8041	18501	1 1	Fisheries and Wildlife Management	20	36	F
8055	18056	1 3	Floral Design I		36	M
8056	18056	2 3	Floral Design II		36	M
8038	18052	1 2	Floriculture	20	36	F
8042	18502	1 3	Forestry Management	20	36	F
8044	18502	2 3	Forestry Management, Advanced	20	36	F
8006	18001	1 1	Foundations of Agriculture, Food, and Natural Resources	20	36	
8070	18401	2-2	General-Mechanics--Preparation	35	36	F
8035	18053	1 1	Greenhouse Plant Production and Management	20	36	F
8034	18052	1 2	Horticulture Sciences	20	36	F
8002	68001	1 3	Introduction to Agriscience		36	
8008	18101	1 1	Introduction to Animal Systems	20	36	
8040	18504	1 2	Introduction to Natural Resources and Ecology Systems	20	36	F
8007	18051	1 1	Introduction to Plant Systems	20	36	
8016	18401	1 2	Introduction to Power, Structural, and Technical Systems	20	36	F
8047	18505	1 1	Land Use and Conservation Management	20	36	F
8036	18054	1 4	Landscaping	20	36	F
8039	18054	2 4	Landscaping II	20	36	F

Note: Yellow highlights denote most recent change

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Answers to One School Division's Questions Pertaining to Determining if Certain Students Qualified as Special Populations



<u>SPECIAL POPULATIONS</u>	Non-Traditional	Disability	Limited English Proficiency	Economically Disadvantaged	Single Parent/Pregnant women	Displaced Homemaker
YES (all 3)	Male in Nursing Course		LEP	Lives in Foster Home		
YES (both)				Free Lunch	Female Student (17) Pregnant (single)	
NO					Student's Parent is a Single Father	
YES (both)		504		Reduced Lunch		
YES (both)	Female in Automotive Course				Female Student (18) has Child (single w/sole custody)	
YES (all 3)		IEP		Family on Public Assistance	Male Student (18) has Child (single w/joint custody)	
NO (both)					All Support is solely by the Student's Mother	Student's Mother Newly Divorced
YES (both)		504	LEP			
NO (both)	Male in Welding Course				Student's Mother is Pregnant	

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CTSO: A School Division's Question



- **School Division Scenario/Question....**

If one student is satisfies the special populations requirement and we pay for his registration and lodging....can 3 other students who don't qualify for Perkins funding share his room?

- **Answer:** If the cost of the hotel room is based on a per person rate, Perkins funds could only be used to pay for 1/4 of the lodging cost.

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CTSO: A School Division Question



- **Statement:** Based on the example that was recently provided in the January 9, 2015 CTE Director's Memo #081-15, it appears that all ten students were identified as either special populations and non-traditional.
- **Question:** Thus, for students participating in a CTSO, if they are not considered special populations or non-traditional, we cannot use Perkins funding for their expenses; or can we use Perkins funding for all students who are members of a CTSO if we ensure that a certain number of students are identified in those two categories?
- **Answer:** No. Use of Perkins funds for CTSO programs can only be used for special populations and non-traditional fields.

Percentage of Cost for Transportation and/or Lodging



- **Question:** For the students who qualify for Perkins funding, how much of their hotel lodging does it pay for? For example: for the DECA conference our hotel cost is \$120.70 per room per night. So, for two nights the total hotel cost is \$241.40. Does Perkins pay this amount or do they take into account the fact that 1-4 students may stay in this room?
- **Answer:** Given Perkins funds can only be used to support participation of students who are determined to be eligible members of [special populations](#) and/or participants of [non-traditional fields](#): for example, if only one (1) of the four (4) students met the criteria of special populations and/or non-traditional, the school division would only be allowed to seek Perkins reimbursement for $\frac{1}{4}$ of the hotel cost.
- **Question:** Also, the same goes for transportation. For example: if 9 out of 14 students qualify for Perkins funding does it pay for only 64% of transportation costs or does it pay for a bus to transport all of the students?
- **Answer:** Perkins funds may only be used to pay for 64% of the transportation cost.

CTSO Official Attire



- **Question:** Can a school division use Perkins funds to purchase CTSO clothing including pins.
- **Answer:** Perkins funds cannot be used to purchase CTSO clothing, pins or other attire.

Teacher/Advisor Support



- **Statement:** School divisions may continue to use Perkins funds to pay for one teacher to attend a CTSO from a school for a specific CTSO program/competition.
- **Question:** J. T. Barber High has 4 CTE teachers: Two are DECA advisors and two are FCCLA advisors. Can the school division use Perkins funds to pay for 2 teachers to attend the DECA conference and pay for 2 teachers to attend the FCCLA conference using Perkins funds?
- **Answer:** No. In order to use Perkins funds, only one teacher could be reimbursed for attending the DECA conference, and one teacher could be reimbursed for attending the FCCLA conference. Reimbursement of the other teachers would be a local responsibility.

Teacher/Advisor Support



- **Statement:** School divisions may continue to use Perkins funds to pay for one teacher to attend a CTSO from a school for a specific CTSO program/competition.
- **Question:** Can Perkins funds be used to pay for a teacher/advisor to attend a CTSO federation, district, regional, state or national program if the teacher does not carry any students who are eligible under special populations and nontraditional enrollment?
- **Answer:** No. In order to use Perkins funds, the CTE teacher must carry students who are eligible under special populations and/or nontraditional course enrollment.

Teacher/Chapter Advisor



Question: Is there a certain percentage of the entire group of students that must be special populations or non-traditional before the advisor's lodging or registration can be covered?

Answer: There is no requirement for a percentage of the CTSO students in the chapter who are determined to be eligible members of special populations and/or participants of non-traditional fields who attend the CTSO event before the advisor's registration, transportation, lodging and meals can be paid.

Teacher/Chapter Advisor



Question: Can the cost of meals, travel, lodging and registration be paid out of Perkins Funds if the teacher does not carry any students that satisfy the requirement for special populations or non-traditional career field?

Answer: No. In order to use Perkins funds at least one or more of the CTSO students attending the conference must satisfy the requirements for special populations or a non-traditional career field.

Encumbrance: A School Division Question



Question: My school division released a purchase order on December 15, 2014, can this expenditure be reimbursed through Perkins?

Answer: Expenditures that were encumbered prior to December 19, 2014, may be processed through OMEGA.

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Non-Career and Technical Student Organizations



- Funding for non-CTSO activities such as the Stock Market, FIRST Robotics, FIRST Tech Challenge, VEX, ProStart, Finance Park, and Virtual Enterprise should be identified in your Perkins plan as a local expenditure.

Suggestion: These activities provide excellent opportunities for establishing partnerships with business and industry.

State Career and Technical Education Regulations



“All career and technical education students shall be provided opportunities to participate in instructional activities. Each middle school career and technical education program (grades 6, 7, 8) offered shall include co-curricular instructional activities related to the respective career and technical education student organization. A career and technical education student organization shall be an integral and active part of each secondary career and technical program (grades 9, 10, 11, 12) offered. When dues are collected for membership in such organizations, payment of such dues shall not determine a student’s participation in instructional activities of the local organization” ([8VAC20-120-160](#)). Note: Perkins funds may only be used for grades 7 through 12.



State Career and Technical Education Regulations



Students who are enrolled in a CTE course within a program area shall have the opportunity to participate in the CTSO that supports the program area. Participation in a secondary CTSO would be permitted only if the student is an active participant in the primary CTSO that supports the program area.

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Video Streaming Training Session Evaluation



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We value your input pertaining to the effectiveness of the information provided in this technical assistance session. Please take a few minutes to complete the session evaluation.

<https://www.surveymonkey.com/s/PHNVDQV>

Thank You!

THANK YOU!



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