

# Strengthening Career and Technical Education for the 21st Century

Consortia Monitoring for 2021

January 7, 2021



**MINNESOTA STATE**  
Career and Technical Education

**m** **DEPARTMENT**  
**OF EDUCATION**

# Consortium Monitoring

- Purpose/Objectives/Priorities
- Process
- Timeline
- Criteria

# Purpose

- Minnesota State and MDE are required to monitor Perkins consortia to ensure compliance with fiscal and management requirements of the Strengthening Career and Technical Education for the 21st Century Act, the Minnesota 4-Year State Plan, and federal and state legislation and policy.

2 CFR § 200.328

# Objectives for Monitoring

- Provide technical assistance
- Foster continuous improvement
- Develop an understanding of local performance, operations, and issues facing CTE programs, schools, and colleges
- Determine present and predict future CTE program opportunities, challenges, and threats
- Identify factors that may enhance or detract from the availability of and access to high-quality CTE programs
- Better define how high-quality CTE programs operate
- Test the reliability of internal controls
- Verify that program objectives are being met
- Identify successful (best) practices

# Priorities Under Perkins V

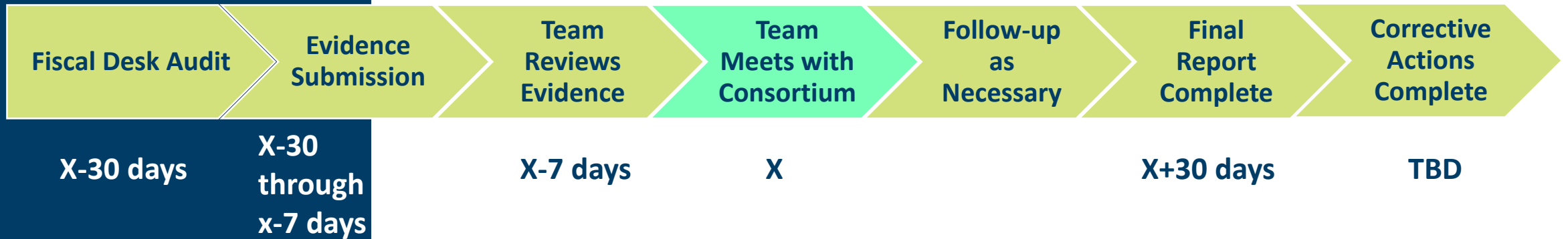
- A collaborative leadership team and decision-making process
- State-recognized programs of study
- Data-driven planning and decision-making in conjunction with the comprehensive local needs assessment (CLNA)
- Narrowing performance gaps for special populations students
- Progress made on state-determined performance measures
- Recruiting, retaining and training educational professionals
- Local uses of funds
- Fiscal/financial responsibilities and cash management
- Innovation
- Equity and inclusion

# Process for Monitoring

- Fiscal Desk Audit
  - Random sample of transactions
  - Appropriate documentation
  - Consistency in procedures
- Document Submission (Evidence of compliance)
  - Electronic submission
  - AmpliFund
- Zoom Meeting (approx. 2 hours)
- Formal Report
- Corrective Actions (If necessary)

# Timeline for Monitoring

CONSORTIUM	TEAM	FISCAL AUDIT START	TEAM REVIEWS EVIDENCE	MONITORING DATE (via Zoom)	REPORT FINAL
Dakota County	DB	1/4/2021	1/27/2021	2/3/2021	3/5/2021
MN West	ZS	2/23	3/16	3/23	4/22
Great River	ZS	2/26	3/19	3/26	4/26
Minneapolis	EL	2/26	3/24	3/31	4/30
Lakes Country	DB	3/23	4/16	4/23	5/21
Rochester/ZED	EL	3/26	4/21	4/28	5/28



# Document Submission

The screenshot displays the AmpliFund web application interface. On the left is a navigation menu with icons and labels for Activity, Contacts, Grant Management, Reports, and Documents. The Documents menu is expanded, showing sub-options: Administrator, Grants, Individuals, Organizations, Public (highlighted), and Staff. The main content area is titled 'Public' and contains a table with columns 'Name' and 'Type'. The table lists five 'Monitoring Criterion' folders, each with edit and delete icons. On the right, a mobile device interface is shown with a document icon circled in orange, indicating the document submission feature.

**AmpliFund**

Activity

Contacts

Grant Management

Reports

**Documents**

- Administrator
- Grants
- Individuals
- Organizations
- Public**
- Staff

## Public

Public

Drag a column header and drop it here to group

Name	Type
Monitoring Criterion 1	Folder
Monitoring Criterion 2	Folder
Monitoring Criterion 3	Folder
Monitoring Criterion 4	Folder
Monitoring Criterion 5	Folder



# Criteria for Monitoring

- Consortium Governance
- Fiscal Responsibility
- Programs of Study
- Partnerships
- Reserve Funds
- Accountability (Not Reviewed in 2021)
- Also review findings from previous monitoring report