



## **FY21-22 Second-Year Update**

Prepared by Rochester/Zumbro Education District  
for Minnesota State FY21-22 Second-Year Update Strengthening Career and Technical Education for the 21st Century Act  
(Perkins V)

**Submitted by Brandon Macrafic**

**Submitted on 07/07/2021 1:34 PM Central Standard Time**

## Opportunity Details

### Opportunity Information

#### Title

FY21-22 Second-Year Update Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

#### Description

APPLICATION OPENS MARCH 15, 2021.

The Perkins V Grant for Career and Technical Education provides funds for approved Career and Technical Education (CTE) programs. In Minnesota, funds are distributed on the basis of state-approved career and technical education programs and appropriate teacher licensure. Programs are administered under Minnesota Rules Chapter 3505 and the federal Strengthening Career and Technical Education for the 21st Century Act (Perkins V).

The Minnesota Department of Education (MDE) approves Career and Technical Education Programs (CTE) that meet teacher licensing and other criteria. These programs are eligible to access federal Perkins V funds. Districts that accept these federal dollars must report enrollment and student proficiency for CTE courses and programs to the department.

#### Category Explanation

Second-Year application.

#### Opportunity Manager

Jeralyn Jargo

#### Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/e4279467-db28-4225-924a-19d211999fe0>

#### Is Published

Yes

### Submission Information

#### Submission Window

Opens 03/15/2021 8:00 AM

### Eligibility Information

#### Eligibility Type

Public

#### Additional Eligibility Information

Pursuant to Section 134 of the Perkins V Act, to receive funds under Perkins V, a consortium must develop and submit an annual, unified, local secondary/postsecondary Perkins application and budget. The application must address secondary and postsecondary Career and Technical Education programming. The approved local application—with statement of assurance signatures—serves as the consortium's formal application for receiving Perkins funding.

### Additional Information

#### Additional Information URL

<https://minnstate.edu/system/cte/perkins-local-application/index.html>

#### Additional Information URL Description

All forms and instructions related to the Perkins Local Application can be found on our website.

## **Project Information**

### **Application Information**

Application Name

FY21-22 Second-Year Update

Award Requested

\$633,564.68

Total Award Budget

\$633,564.68

### **Primary Contact Information**

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## Project Description

### Consortium Membership List

#### Consortium Membership List

If there are changes to your consortium membership, list them here; if not, type "No Change."

No Change

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***dsadsa***

- ***dsadsa***
- 1. ***dsadsadsadsa***
- 2. ***dsadsa***

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 1: Comprehensive Local Needs Assessment (CLNA)

### CLNA

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

As a consortium we want to continue to support teachers in all programs and pathways in the development and improvement of distance/virtual teaching and learning. This may include online curriculum and/or tools as well as equipment/supplies. **Our CLNA, along with feedback from program advisory committees, including business and industry, serve to identify priority areas for larger supply and equipment purchases based on advancing programs to a more industry-grade level. When considering programs for priority we consider the size, scope, and trajectory of each program.**

We are exploring CLNA consultants with other consortia - the southern third of Minnesota. We are in process of gathering the options and will select a professional to lead our region.

**As RCTC does not have a Culinary Arts program, we are exploring options for a brokered POS in this area. This aligns with local and regional workforce demands and would provide a direct pathway for our many secondary Culinary Arts students to continue their education. We are initially considering South Central College in North Mankato.**

Secondary Budget Changes:

Updated budget amounts for teacher stipends for CLNA team meetings (Section 135; Activity 6)

- Rochester Public Schools = \$500
- ZED = \$400

Post-Secondary Budget Changes:

- \$5000 CLNA Consultant (Section 135; Activity 6)

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 2: Programs of Study (POS)

### POS

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Secondary Budget Changes: Updated Budget amount = \$78,719.42

- \$3,430 for substitute teacher costs (Section 135; Activity 1)
- \$1,200 for teacher stipends (Section 135, Activities 1, 2, 4, 5, and 6)
- \$51,350.15 for subgrant (Section 135, All Activities)
- \$18,239.27 for supplies and equipment (Section 135, Activities 1 and 5)
- \$4,000 for industry recognized credentials (Section 135, Activity 3)

Postsecondary Budget Change:

- \$30,000 City Bus Wraps (production + monthly fee for 10 months) - this activity replaces CTE program videos (Section 135; Activity 1)

### S-R Programs of Study:

1. **Manufacturing - Production (171710, 019901)**
2. **Information Technology - Programming and Software Development (171512, 140710)**
3. **Health Science - Therapeutic Services (070300)**
4. **Human Services - Early Childhood Development and Services (090101)**
5. **Finance - Accounting (140710)**
6. **Transportation, Distribution, and Logistics - Facility and Mobile Equipment Maintenance (170302)**
7. **Architecture and Construction - Construction (171000, 019901)**

**At both the secondary and postsecondary levels, these SR POS have been a priority for several years. As a consortium, we work together to address program needs, however we also place focus, based on CLNA and advisory committee feedback, on building and improving programs that are not as well-equipped as these 7.**

**At the secondary level we are in the beginning stages of seeking a brokered POS within the Hospitality and Tourism Cluster focused on Culinary Arts. We are initially considering a discussion with South Central College in North Mankato. Now that we are out of the pandemic, we feel we can move forward working with our staff and potential postsecondary partners to explore this brokered POS. The new ZED secondary coordinator, along with the Rochester secondary coordinator will be working with instructional staff to identify our POS needs, including equipment, concurrent enrollment opportunities, and industry-recognized credentials. This POS will connect with regional workforce demands and identified needs from our CLNA.**

### **We also currently offer the following additional Career and Technical Education programs**

Secondary: Business (Computers, Entrepreneurship, and Marketing) Work-Based Learning, Agriculture (Animal Science, Veterinary Studies, Plant/Greenhouse Science, Floral) Health Sciences (Nursing, Anatomy, Medical Lab Science, EMT/EMR) FCS (Career Exploration, Personal Finance, Culinary Arts, Hospitality, Relationships/Communication, Housing/Interior Design, Apparel/Textile Design) Trade and Industry (Engineering, Robotics)

Postsecondary: Manufacturing (CAD, Facility and Services Technology), Law Enforcement, EMT, Ag/Natural Resources (Vet Tech, Environmental Science), Healthcare (Coding, Healthcare Informatics, Medical Office Professional), Aviation

### *Identified Secondary Supply/Equipment Needs:*

At the secondary level we are focusing our supply/equipment efforts in two areas...Career Awareness and moving our programs closer to industry-grade equipment. We lean heavily on our advisory committees and our CLNA process to identify these needs. We believe these needs are represented in the identified supply/equipment needs listed below.

- Career Tree Graphics for Rochester Middle and High schools
- Stainless Steel Workstations for Mayo HS
- Stainless Steel Sanitizing Dishwasher for John Marshall HS

- Weld Test Coupon Bender for Triton
- Foot Shear and Box & Pan Brake Combo for Kasson-Mantorville
- Powermatic Wood Lathe for Hayfield HS
- Commercial Refrigerator/Freezer for Stewartville
- Industrial Refrigerator for Pine Island
- Industrial Freezer for Pine Island Identified

Postsecondary Equipment Needs:

- Law Enforcement Load Bearing Vests
- FAST HVAC and Controls Simulation/Equipment
- Augmented Reality and Virtual Reality (Nursing, A&P, Auto, Welding, Forensics, Vet Tech, Computer Science, and Carpentry)
- Coding Software for Health Information Technology

*Please score the form as either 1-“complete,” or 0-“not complete” (Reviewer Only)*

### Narrative 3: Workforce Innovation Opportunity Act (WIOA) and other workforce agencies

#### WIOA

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

##### Budget Changes:

Secondary: Updated budget = \$2750

- TFS Portal Fee provides access to Career Tree development and use (Section 135; Activities 1 and 4)

Post-Secondary: Updated budget = from \$2,500 to \$5,000

- CTE marketing project continuation - likely with Orangeball again (Section 135; Activity 1)

**We will be continuing our marketing work targeting special populations, including students, parents, and counselors. We are collaborating with other consortia on these efforts, which include working with Orangeball to develop and design specific stakeholder messaging.**

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 4: Integrated Academic and Technical Skills (IATS)

### IATS

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes: Secondary: Updated budget = \$4300 Core Subject Area Career Tree Graphics (Section 135; Activity 4) EMT Classroom Resources (Section 135; Activities 3, 4, and 5)

**At CTECH we are starting a new EMT program in partnership with Mayo Clinic Ambulance and Rochester Fire Department. This course requires specific classroom resources, including access to an online learning portal for students. As a first-of-its-kind program in our region, we are dedicating these Perkins funds to support the purchase of these classroom resources.**

Post-Secondary: Updated budget = \$8,000 Curriculum and Training (Section 135; Activity 4)

**It has been a desire to expand the use of Career Trees beyond Rochester to the ZED districts, however due to copyright laws we are unable to simply share those graphics between districts. With the pending change to our consortium leadership for the ZED districts this may be something we look to explore in the near future.**

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## **Narrative 5: Special Populations (SP)**

### **SP**

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

**Budget Changes: Secondary: Budget update = \$9150 Student Transportation for Work Based Learning Work Experience (Section 135; Activity 1) Career Tree Graphics for RPS Phoenix Academy and MS Right Fit (Section 135; Activity 1)**

**Note: CTECH is planning a WBL Speaker Series in collaboration with the WBL Special Education teachers at all 3 high schools. Students will come to CTECH to engage with business and industry representatives and explore the learning options and spaces available to them at CTECH and RCTC.**

**Post-Secondary: Budget update = \$11,400**

**CTE Outreach Specialist position \$5K increase (Section 135, Activities 1/2/5/6)**

**E & I Activities to include Donna Beegle \$6.4K increase (Section 135, Activities 1/2/5/6)**

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## **Narrative 6: Work-based Learning (WBL)**

### **WBL**

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes: Secondary: Budget change = \$1500

Work Based Learning Advisory Committee Stipends (Section 135; Activities 2, 5, and 6)

Student Transportation for Work Based Learning programs (Section 135; Activity 1)

Post-Secondary: No change

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 7: Early College (EC)

### EC

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes: Secondary: Budget update = \$1300 Renewal fee for CTE Credit MN portal for credit articulations (Section 135; Activity 3)

Post-Secondary: No change

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## **Narrative 8: Support to Professionals (STP)**

### **STP**

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes: Secondary: Budget update = \$10,900

In-state travel for consortium/regional collaboration, trainings, and conferences (Section 135; Activity 2)

ACTE Vision conference (Section 135; Activity 2)

Post-Secondary: Budget update = \$5000 ACTE Vision Conference (Section 135; Activity 2)

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 9: Performance Gaps (PG)

### PG

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes: Secondary: Budget update = \$1000 Teacher stipends as part of Advisory Committee review of Performance Gaps (Section 135; Activity 6) - **Secondary Advisory Committees will be asked to look at Reading and Math proficiency within CTE enrolled students and how they can embed core academics into their CTE instruction.**

Post-Secondary: No change

**As a consortium we continue to focus on recruitment and retention of underrepresented populations. We are addressing this gap through targeted, expanded, and varied marketing and communication with those groups.**

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 10: Consortium Governance

### Consortium Definition

In the Minnesota 4-year State Plan, a consortium is defined as having:

- Minimum of 1 school district and 1 postsecondary Minnesota State College
- Minimum of 6 programs of study
  - Of these 6 programs of study, a minimum of 4 career fields must be represented
  - All components of 3 of the 4 POS by career field must be provided within the consortium (In other words, only 1 of the 4 POS can be brokered)
- Greater than 1000 CTE participants at the secondary level (based on 2018 definitions and data) OR greater than 1800 FYE at the postsecondary level (based on 2018 definitions and data)

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

Budget Changes:

Secondary: Budget update = \$87,014.84 Consortium Leadership salary, benefits, and stipends (Section 135; Activities 1-6)

Post-Secondary: Budget update = \$20,000 increase Consortium Leadership salary and benefits (Section 135; Activities 1-6)

**What is the number one priority for our consortium work this year?**

1. Career Awareness
2. Fine tuning our CLNA process

**How did the consortium come to that priority?**

1. This was the #1 identified need by our CLNA team for our 2-year application.

**How does our budget support that priority?**

1. Marketing and Communications
2. Career Trees
3. Program Showcases
4. Outreach Specialist

**How will we know if our work is successful?**

1. Feedback from our next round CLNA
2. Enrollment numbers
3. Retention numbers

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Narrative 11: Reserve Funds (RF)

RF

**Section 112(c)—The State may award Reserve funds to consortia for career and technical education activities described in Section 135--**

**(1) in—**

- (A) rural areas;**
- (B) areas with high percentages of CTE concentrators or CTE participants;**
- (C) areas with high numbers of CTE concentrators or CTE participants; and**
- (D) areas with disparities or gaps in performance as described in section 113(b)(3)(C)(ii)(II); and**

**(2) in order to—**

**(A) foster innovation through the identification and promotion of promising and proven career and technical education programs, practices, and strategies, which may include programs, practices, and strategies that prepare individuals for nontraditional fields; or**

**(B) promote the development, implementation, and adoption of programs of study or career pathways aligned with State-identified high-skill, high-wage, or in-demand occupations or industries.**

If you're making budget requests under this narrative, explain them here in the space provided and describe which use of funds in section 135 of Perkins V supports each request. If the budget is unchanged from year one, enter "No change."

**We utilize our CLNA and Advisory Committee feedback to prioritize reserve funds.**

**At the secondary level we are prioritizing two innovative Career Awareness and Exploration efforts.**

- MS Summer Career Academy - this will be our first time offering this opportunity in our region**
- Career Tree Graphics into our Middle Schools and Alternative Schools for the first time**

Budget Changes:

Secondary: \$31,073.02

- Middle School Summer Career Academy Instructor Stipends (\$8,000)**
- Middle School Summer Career Academy Instructional Supplies (\$2,400)**
- Career Tree Graphics for Rochester Middle and Alternative Schools (\$20,673.02)**

Post-Secondary: \$31,073.02

- Simulation equipment for Facilities Services and Technology program**

*Please score the form as either 1-"complete," or 0-"not complete" (Reviewer Only)*

## Workforce Center Collaboration

Enter Workforce Center contributions for year two of the application.

Enter information into this table as it applies to your consortium. This table does not self-tabulate. Add totals from Postsecondary Total (line 3) and Secondary (line 6) and enter that figure in Total (line 7). If there is no total or dollar amount in a line, enter Zero (0) in the corresponding spot.

Workforce Center Collaboration

	Total(s)
(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with Workforce Centers	3000
<b>Postsecondary Subtotal</b>	<b>3000</b>
(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with WorkForce Centers	9000
<b>Secondary Subtotal</b>	<b>9000</b>
<b>TOTAL</b>	<b>12000</b>

*Please score the form as either 1-“complete,” or 0-“not complete” (Reviewer Only)*



## Additional Documentation

### **Additional documentation may be uploaded here.**

Statements of Assurances (Attached as one large PDF file):

Secondary Supplemental Budget:

Secondary-Supplemental-Budget-Amplifund-Worksheet FY21-22 Second-Year

Consortium Consolidated Equipment Inventory

Consortium Equipment List

Additional Material

Rochester-ZED Programs of Study

Additional Material

Additional Material:

Additional Material:

Additional Material:

Additional Material:

Additional Material

Additional Material:

Additional Material:

*Please score the form as either 1-“complete,” or 0-“not complete” (Reviewer Only)*

## Budget

### Proposed Budget Summary

#### Expense Budget

	Grant Funded	Total Budgeted
<b>A) Narrative 1: Comprehensive Local Needs Assessment (CLNA)</b>		
PS Non-Personnel	\$16,000.00	\$16,000.00
Secondary Personnel	\$900.00	\$900.00
<b>Subtotal</b>	<b>\$16,900.00</b>	<b>\$16,900.00</b>
<b>B) Narrative 2: Programs of Study</b>		
PS Equipment	\$86,958.38	\$86,958.38
PS Non-Personnel	\$45,500.00	\$45,500.00
Secondary Equipment	\$43,529.42	\$43,529.42
Secondary Non-Personnel	\$26,550.00	\$26,550.00
Secondary Personnel	\$8,640.00	\$8,640.00
<b>Subtotal</b>	<b>\$211,177.80</b>	<b>\$211,177.80</b>
<b>C) Narrative 3: Workforce Innovation Opportunity Act (WIOA) and other workforce agencies</b>		
PS Non-Personnel	\$5,000.00	\$5,000.00
Secondary Non-Personnel	\$2,750.00	\$2,750.00
<b>Subtotal</b>	<b>\$7,750.00</b>	<b>\$7,750.00</b>
<b>D) Narrative 4: Integrated Academic and Technical Skills</b>		
PS Non-Personnel	\$8,000.00	\$8,000.00
Secondary Equipment	\$4,300.00	\$4,300.00
<b>Subtotal</b>	<b>\$12,300.00</b>	<b>\$12,300.00</b>
<b>E) Narrative 5: Special Populations</b>		
PS Non-Personnel	\$14,000.00	\$14,000.00
PS Personnel	\$80,000.00	\$80,000.00
Secondary Equipment	\$3,100.00	\$3,100.00
Secondary Non-Personnel	\$6,050.00	\$6,050.00
<b>Subtotal</b>	<b>\$103,150.00</b>	<b>\$103,150.00</b>
<b>F) Narrative 6: Work-based Learning</b>		
PS Non-Personnel	\$1,000.00	\$1,000.00
Secondary Non-Personnel	\$500.00	\$500.00
Secondary Personnel	\$1,000.00	\$1,000.00

	Grant Funded	Total Budgeted
<b>Subtotal</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>
<b>G) Narrative 7: Early College</b>		
PS Non-Personnel	\$1,900.00	\$1,900.00
Secondary Non-Personnel	\$1,300.00	\$1,300.00
<b>Subtotal</b>	<b>\$3,200.00</b>	<b>\$3,200.00</b>
<b>H) Narrative 8: Support to Professionals</b>		
PS Non-Personnel	\$10,526.00	\$10,526.00
Secondary Non-Personnel	\$4,000.00	\$4,000.00
Secondary Personnel	\$6,900.00	\$6,900.00
<b>Subtotal</b>	<b>\$21,426.00</b>	<b>\$21,426.00</b>
<b>I) Narrative 9: Performance Gaps</b>		
Secondary Personnel	\$1,000.00	\$1,000.00
<b>Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>J) Narrative 10: Consortium Governance</b>		
PS Personnel	\$105,000.00	\$105,000.00
Secondary Personnel	\$87,014.84	\$87,014.84
<b>Subtotal</b>	<b>\$192,014.84</b>	<b>\$192,014.84</b>
<b>K) Narrative 11: Reserve Funds</b>		
PS Equipment	\$31,073.02	\$31,073.02
Secondary Equipment	\$23,073.02	\$23,073.02
Secondary Personnel	\$8,000.00	\$8,000.00
<b>Subtotal</b>	<b>\$62,146.04</b>	<b>\$62,146.04</b>
<b>Total Proposed Cost</b>	<b>\$633,564.68</b>	<b>\$633,564.68</b>
<b>Revenue Budget</b>		
	Grant Funded	Total Budgeted
<b>Grant Funding</b>		
Award Requested	\$633,564.68	\$633,564.68
<b>Subtotal</b>	<b>\$633,564.68</b>	<b>\$633,564.68</b>
<b>Total Proposed Revenue</b>	<b>\$633,564.68</b>	<b>\$633,564.68</b>

**Proposed Budget Detail**

See attached spreadsheet.

## Proposed Budget Narrative