

Perkins V Local Application

Strengthening Career and Technical Education
for the 21st Century (Perkins V)

Award Period:	July 1, 2024 – June 30, 2025 (FY25)
Consortium Name:	Southeast
Total Award Budget:	\$437,124.31

Consortium Membership List

In the following table, list the college(s) and all secondary school districts and charter schools in your consortium. Please use the full, legal name for each entity.

Minnesota State College Southeast	
Caledonia Independent School District #0299	Red Wing Independent School District #0256
Cannon Falls Independent School District #0252	Rushford-Peterson Independent School District #0239
Chatfield Independent School District #0227	Saint Charles Independent School District #0858
Dover-Eyota Independent School District #0533	Spring Grove Independent School District #0297
Fillmore Central Independent School District #2198	Wabasha-Kellogg Independent School District
Goodhue County Education District #6051	Winona Independent School District #0811
Goodhue Independent School District #0253	Zumbrota-Mazeppa Independent School District #2805
Hiawatha Valley Education District #6013	
Houston Independent School District #0294	
Kenyon-Wanamingo Independent School District #2172	
La Crescent-Hokah Independent School District #0300	
Lake City Independent School District #0813	
Lanesboro Independent School District #0229	
Lewiston-Altura Independent School District #0857	
Mabel-Canton Independent School District #0238	
Plainview-Elgin-Millville Independent School District #2899	

Narrative 1: Comprehensive Local Needs Assessment (CLNA)

Submit a completed *Comprehensive Local Needs Assessment (CLNA) Results and Priorities* document with your application materials.

Complete and submitted.

Narrative 2: Programs of Study (POS)

Submit a completed Programs of Study Spreadsheet (*S-R POS – Funding POS*) with your application materials.

Complete and submitted.

Complete the table below for each State-recognized POS and any POS that are being funded. Funded POS must meet two of the three categories (high wage, high skill, in demand). Delete the example entries and insert additional rows as needed.

POS	Type	High Wage Y/N	High Skill Y/N	In Demand Y/N	Prior Year's # of Secondary Concentrators	Prior Year's # of Postsecondary Concentrators
Construction	Both	Y	Y	Y	434	17
Culinary/Hospitality & Tourism	S	N	Y	Y	533	42 (St. Paul College)
Early Childhood	Both	N	Y	Y	84	3
Finance	Both	Y	Y	Y	399	12
Health Science	Both	Y	Y	Y	55	95
Information Technology	Both	Y	Y	Y	20	16
Power, Structural, and Technical Systems	S	Y	Y	Y	471	12 (South Central College)
Product Process Development	Both	Y	Y	Y	153	42
Production	Both	Y	Y	Y	140	12
Transportation	Both	Y	Y	Y	73	55

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Programs of Study**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

<p>NEED A: The establishment of professional learning and continuous improvement cohorts to review all Career and Technical Education Programs of Study for the following:</p> <ol style="list-style-type: none"> 1. Program alignment with Instructional Frameworks. 2. Program alignment with Industry Standards. 3. Program alignment with Labor Market data. 4. Program alignment with the emerging field of Applied Math/Data. 5. Program alignment with integrated Academic and Technical Skills. 6. Peer-to-Peer sharing on best practice in the CTE classroom and within CTE programs. 	<p>This Need is in Element(s):</p>				
<p>1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):</p>	<p>1 <input type="checkbox"/></p>	<p>2 <input type="checkbox"/></p>	<p>3 <input checked="" type="checkbox"/></p>	<p>4 <input type="checkbox"/></p>	<p>5 <input type="checkbox"/></p>
<p>E3-Need A: The establishment of professional learning and continuous improvement cohorts to review all Career and Technical Education Programs of Study⁷ for the following:</p> <ol style="list-style-type: none"> 1. Program alignment with Instructional Frameworks. 2. Program alignment with Industry Standards. 3. Program alignment with Labor Market data. 4. Program alignment with the emerging field of Applied Math/Data. 5. Program alignment with integrated Academic and Technical Skills. 6. Peer-to-Peer sharing on best practice in the CTE classroom and within CTE programs. <p>CLNA: Element 3, priority 1</p>					
<p>2. Strategies to address need:</p>					
<ol style="list-style-type: none"> 1. Establish cohort groups for each Career and Technical Education Program of Study (ANFR, Business, Health Science, Family Consumer Science, Work-Based Learning) by September 15, 2024. Model will be adapted from the Business Instructor Cohort in place in FY24. 2. Establish meeting dates for the cohorts during the 2024-2025 school year, with funding provided for subs. 3. Identify agenda items and training needs by September 30, 2024. 					
<p>3. Measurable Outcomes (report results in next APR):</p>					

1. The review of all Career and Technical Education Programs of Study for alignment with industry and workforce needs by April 30, 2025.
2. At least 90% of applicable Career and Technical Education instructors will attend their cohort meetings, respectively.

NEED B: Program Approval (Secondary) & Employability/Professional Skills	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
<p>Building student Employability/Professional Skills (center of the Minnesota Career Wheel) – including Applied Math/Data.</p> <p>CLNA: Element 2, priority 5</p>					
2. Strategies to address need:					
<p>1. As part of the Professional Learning and Continuous improvement cohort, the integration of Applied Math/Data across multiple career fields will be examined.</p>					
3. Measurable Outcomes (report results in next APR):					
<p>1. As applicable, CTE programs will include the integration of Applied Math/Data as evidenced by course syllabi.</p>					

NEED C: Secondary CTE instructors holding correct licensure.	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input checked="" type="checkbox"/>	5 <input type="checkbox"/>
<p>Instructor access to CTE licensure programs and instructor participation in CTE licensure programs, including the Southeast Minnesota CTE Licensure Cohort and the 2 + 2 CTE Instructor Program between Minnesota State College Southeast and Winona State University.</p>					

CLNA Element 4, priority 1
2. Strategies to address need:
1. The Southeast Consortium will partner with the Rochester/ZED Consortium, the Southeast Service Cooperative, and the Lakes Country Service Cooperative to offer a CTE licensure cohort based in Southeast Minnesota. Exact dates and times to be determined but the anticipated start is June 2024, with activities continuing throughout the 2024-2025 school year.
3. Measurable Outcomes (report results in next APR):
1. Using the CTE Licensure Cohort, the number of secondary teachers holding full CTE licensure will increase from 69% (FY24) to 80% (FY25).

NEED D: Student access to industry-aligned equipment.	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Student access to industry-aligned equipment. CLNA Element 2, priority 1					
2. Strategies to address need:					
1. CTE instructors will identify equipment needs for their respective Program of Study (based on business/industry targets) and confirm program equipment by September 15, 2024. 2. The TEC program will feature CTE instructors working with the TEC staff to set-up concurrent professional development and student access schedules during the 2024-2025 school year.					
3. Measurable Outcomes (report results in next APR):					
1. Based on Strategy 1, program equipment will be purchased and in place by November 1, 2024. 2. The frequency and duration of use by secondary schools of the TEC Network – both equipment use and professional development – will increase by 25% by June 1, 2025.					

NEED E: Student access to industry-aligned instructional resources.	This Need is in Element(s):
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1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Availability of a blended, supplemental, and industry-aligned instructional resources for Business, Management, & Administration career pathways. CLNA: Element 2, priority 3					
2. Strategies to address need:					
1. Purchase of multifaceted instructional resources set for Business, Management, & Administration career pathways.					
3. Measurable Outcomes (report results in next APR):					
1. The number of students impacted by the instructional resources set for Business, Management, & Administration career pathways.					

NEED F: Access to Career Technical Student Organizations (CTSOs)	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Student access to Career Technical Student Organizations (CTSOs), especially in Health Science, Business, and Trade & Industry at both the secondary and post-secondary level. CLNA: Element 2, priority 4					
2. Strategies to address need:					
1. Support the implementation and improvement of CTOSs through eliminating the barrier of transportation costs to applicable events. 2. Recognize the startup time commitment for both secondary and post-secondary faculty advisors and offer summer stipends and facilitate collaboration across institutions.					
3. Measurable Outcomes (report results in next APR):					
1. The number of schools participating in CTSO events. 2. The number of students participating in CTSO events.					

4. Provide additional narrative to address the following:
 - a. Identify any new courses, programs, or programs of study in development within your consortium. POS in development can be reported on the POS Funding Tab of the POS Spreadsheet, but should not be listed as a State-recognized POS until all seven required elements are in place.

Secondary efforts will focus on increasing the quality and scope of our existing Programs of Study. This said, with the fact that our Consortium will be engaged in Program Approval in FY25, there is at least a possibility of new Programs of Study being proposed/started/tried.

Post-secondary efforts will focus on increasing the quality and scope of our existing Programs of Study.

- b. How will students, including members of special populations, learn about CTE course offerings and how do you ensure access?

The primary mechanisms for communicating the opportunities in CTE courses and Programs of Study at the Secondary level are the following:

1. Through the respective high school registration books and processes. There are schools in the Consortium (Houston, La Crescent-Hokah (limited to Trade & Industry, Plainview-Elgin-Millville, and Red Wing) who use a Career Pathway framework for class registration.
2. Through high school staff, including CTE instructors, related core discipline instructors (ex. Science), school counselors and school administrators.

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3. Through external partnerships - for example, youth and pathway-focused staff at Workforce Development, Inc. CareerForce, and the Southeast Service Cooperative.
 4. Through CTE instructors engaging in professional collaboration around improving program quality - including the State-Recognized Programs of Study criteria.

The primary mechanisms for communicating the opportunities in CTE courses and Programs of Study at the Post-Secondary level are the following:

1. Through annual Fall and Spring Trade, Tech, and Transportation night open house events; students and their families are invited to campus to tour labs, meet faculty, and receive application assistance.
2. Through targeted outreach by PSEO advisor and/or Opportunity and Promise program navigators. Dual enrolled students are individually contacted and invited to continue a program of study at Minnesota State College Southeast after high school graduation.
3. All students at Red Wing area schools and Winona Area schools have access to and are contacted by a Promise or Opportunity Program Navigator, as Free Tuition is available in these districts.
4. Through annual Women in Trades Day, Business & Healthcare Career Exploration Day, and Trade & Tech Day. Teachers, Work Based Learning Coordinators, and School Counselors are invited to bring groups of students to participate in hands on program/career exploration days with sessions taught by college faculty.
5. Post-secondary faculty visit high school CTE classes and invite students to visit campus.
6. Secondary CTE faculty have an opportunity to participate in a Post-secondary faculty led multiday, CTE Instructor Boot Camp held annually in August.
7. Through the implementation of Guided Learning Pathways which clearly show the CTE programs in relation to the local job market and clearly articulates the courses that will lead to credential attainment and employment.

NOTE: Consortia must identify at least six State-recognized programs of study that represent at least four different career fields and with no more than one brokered with institutions outside the consortium.
[Review the Minnesota Perkins V Operational Guide for more information.](#)

Narrative 3: Collaboration with local workforce development boards and other local workforce agencies

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to collaboration with **local workforce development boards or other local workforce agencies**?
2. What are the strategies to address these needs?

3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Career Development	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
<p>Student access to career development opportunities aligned with in-demand career fields and aligned with the 3Es Roadmap of Exploration, Exposure, and Experience (source: https://www.lyftpathways.org/the3Es).</p> <p>CLNA: Element 2, priority 2</p>					
2. Strategies to address need:					
<ol style="list-style-type: none"> Inclusion in braided funding to support the work of the Youth Workforce Navigator for the Bluff Country Collaboration*. Co-facilitation of the Bluff Country Collaborative Leadership Team and Partnership Team meetings. Secondary Coordinator participation as a Workforce Development, Inc. Board and Executive Committee member. This includes work on the integration of student-facing partners in career pathway work in Southeast Minnesota. Secondary Coordinator participation as a member of the Southeast Service Cooperative’s STEMForward network. This includes work specifically coordinating Career-Connected Learning opportunities for secondary students across Southeast Minnesota. 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> The number of students participating in, and across, each Bluff Country Collaborative Event and Program (CTE Career Exploration Day, CTE Career Fair, Dream Job Events, etc.) will increase by 25% by June 1, 2025. The number of students moving along the Exploration - Exposure - Experience continuum will increase by 10% by June 1, 2025. The number of students engaged in a career pathway, especially employment, as a direct or indirect result of Bluff Country Collaborative events and programs will increase by 15% by June 1, 2025. Student feedback measuring “4 or 5” on the impact of individual Bluff Country Collaborative events and programs will increase by 10% by June 1, 2025. The Secondary Coordinator will participate in at least 90% of WDI Board Meetings and Emerging Workforce Committee Meetings in FY25. The Secondary Coordinator will participate in at least 90% of STEMForward Meetings and Committee Meetings in FY25. 					

- Describe how your consortium, in collaboration with local workforce development boards and other local workforce agencies, one-stop delivery systems, and other partners, will provide:
 - Career exploration and career development coursework, activities, or services including an organized system of career guidance and academic counseling.



Action Step(s)	Partner(s)	Notes
School Counselor Job-Alike Regional Meeting(s)	School Counselors	1 or 2 meetings in FY25. Meeting focus is sharing best practice and challenges via professional collaboration. Outcome is school counselors are more knowledgeable about career (including career pathways) and college (including two-year and CTE programs) in order to effectively support students.
Individual youth support in education and career pathways - primarily via Career Planners.	Workforce Development, Inc. (WDI) CareerForce	In addition to providing youth services, WDI & CareerForce partner in regional efforts that involve career pathway work. Steele Co. Works (outside the Southeast Consortium) and the Bluff Country Collaborative (within the Southeast Consortium) are two examples.
Facilitation of career development activities - including Manufacturing Month industry tours, a regional welding competition, Minnesota Service Cooperative Impact Funds, and FutureForward (portal directory/calendar/resources related to career development).	Southeast Service Cooperative (SSC)	This is just a small sampling of what SSC offers. For more information, please see here: https://www.ssc.coop/ccls
Integration of schools, employers, local government, and community resources to provide meaningful, hands-on experiences to the next generation of workers. This includes two Youth Skills Training programs (Certified Nursing Assistant and Advanced Manufacturing).	Bluff Country Collaborative	For more information, please see here: http://bluffcountrycollaborative.com/
Participation in a Work Skills Challenge Day designed for students with disabilities enrolled in 18 to 21 year-old transition programs.	Region 10 Low Incidence Projects and the Hiawatha Valley Education District.	One day event in the spring.

- b. Career information related to high-skill, high-wage, or in-demand industry sectors or occupations as identified by the comprehensive local needs assessment.

The primary mechanisms for ensuring secondary students have career information related to high-skill, high-wage, or in-demand occupations are the following:



1. Large scale events - including, but not limited to, the CTE Career Exploration Day (Caledonia, MN - Fall), Construct Tomorrow (Rochester, MN - Fall), Employer Panels (Location Varies - Winter) and the Career, College, and Job Fair (Cannon Falls, MN - Spring).
2. Personalized events - including, but not limited to, classroom presentations, small group sessions, and individual student check-ins.
3. Industry tours, specifically information shared by the employer to students and staff relating to career information in the career field(s) connected to that particular industry.
4. Professional Development/Information Sharing with Secondary Stakeholders. This includes sharing Labor Market information at the different Job-Alike Regional Meetings in order for instructors and school counselors able to share updated information on high-skill, high-wage, or in-demand occupations. It also includes the sharing of Regional Labor Market Reports created by the Minnesota Department of Employment and Economic Development.
5. Campus Visits and Tours at Minnesota State College Southeast include labor market information, employer expectations, and starting wages with all CTE programs.
 - c. Pre-Employment Transition Services (Pre-ETS) with Vocational Rehabilitation Services (DEED VRS) and adult education programs
 1. The Southeast Perkins Coordinators work closely with both WDI and CareerForce which provide Pre-ETS and Vocational Rehabilitation Services. Service providers and their students are invited to attend all Perkins sponsored career exploration and professional development events.

Workforce Center Collaboration

Enter information into this table as it applies to your consortium. This table does not self-tabulate. Add totals from Postsecondary Subtotal (line 3) and Secondary Subtotal (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
1 .	(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
2 .	(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with Workforce Centers	5000
3 .	Postsecondary Subtotal	5000
4 .	(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	7000
5 .	(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with Workforce Centers	3500
6 .	Secondary Subtotal	10500
7 .	TOTAL	15,500

Narrative 4: Integrated Academic and Technical Skills

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Integrated Academic and Technical Skills**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Industry-Recognized Credentials	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Increased access for students to industry-recognized credentials that are connected to the Consortium’s State Recognized Programs of Study. CLNA: Element 3, priority 2					
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Support the purchase of assessments leading to the following industry certifications. Affiliated Consortium Program of Study are included as well. <ol style="list-style-type: none"> a. Microsoft Office: Finance (Business, Management, & Administration) b. OSHA-10: Power, Structural, and Technical Systems (AFNR) c. OSHA-10: Architecture and Construction (Trade & Industry) d. OSHA-10: Manufacturing (Trade & Industry) e. ServSafe & Food Handlers Certificate: Restaurants and Food/Beverage Services (Family Consumer Science) 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. The number of students earning the industry certifications listed above. 					

4. Provide additional narrative to address the following:
 - a. How will your consortium improve both the academic and technical skills of students in CTE programs?
 - By strengthening the academic and career and technical components of such programs
 - Through integration of coherent and rigorous content aligned with challenging academic standards and relevant CTE programs

The work of integrating coherent and rigorous content aligned with challenging academic standards and relevant CTE programs will primarily occur within the Professional Learning and Continuous Improvement cohorts.

At the post-secondary level all programs go through a program review process which often results in the need for curriculum updates. Additionally, all CTE programs have active advisory boards who provide real time feedback on the essential and technical skills students need to be successful, which then informs faculty of the needed curriculum updates.

- To ensure learning in subjects that constitute a well-rounded education (as defined in section 8101 of the Elementary and Secondary Education Act of 1965)

The work of establishing, refining, and improving career pathways contributes significantly to a well-rounded education as defined in Section 8101. At a basic level, every Secondary school in the Southeast Consortium offers Career and Technical Education programs and courses. Schools, employers, workforce agencies, and related groups partner together across the region to ensure students receive career development support.

All of the Secondary schools in the Consortium are considered rural (U.S. Census Bureau). They are all also, generally speaking, considered to be small schools. High School enrollment for the schools in the Consortium span from under 100 (Mabel-Canton) to around 750 (Winona). The majority of the schools have enrollment numbers in 100s, 200s, or 300s. For this reason, staffing and the ability to offer multiple career pathways within a career field can be challenging. This is where the strong community partnerships and the multifaceted career development options to schools and students becomes especially important through the lens of contributing to a student's well-rounded education.

Narrative 5: Special Populations

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium's prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Special Populations**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

<p>NEED A: Increase percentage of Non-Traditional (by gender) Concentrators for Business (female), Construction (female), Manufacturing (Female), and Health Science (male) [synthesized Need Statement]</p>	<p>This Need is in Element(s):</p>				
<p>1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):</p>	<p>1 <input checked="" type="checkbox"/></p>	<p>2 <input checked="" type="checkbox"/></p>	<p>3 <input type="checkbox"/></p>	<p>4 <input type="checkbox"/></p>	<p>5 <input type="checkbox"/></p>
<p>Student access to career development opportunities aligned with in-demand career fields and aligned with the 3Es Roadmap of Exploration, Exposure, and Experience (source: https://www.lyftpathways.org/the3Es).</p> <p>CLNA Element 1, priorities 1-4, Element 2, priority 4D</p>					
<p>2. Strategies to address need:</p>					
<p>1. The invitation for both traditional and non-traditional students to attend the following events*:</p> <ul style="list-style-type: none"> a. CTE Career Exploration Day (Fall 2024) b. ConstructTomorrow (Fall 2024) c. Manufacturing Month Tours (Fall 2024) d. Cannon Falls Career, College, and Job Fair (Spring 2025) e. Contractor Trades Panel (Spring 2025) f. Career Fair and Hiring Event (Spring 2025) g. Grade 8 Career Fair (Spring 2025) h. Dream Job Event (Spring 2025) i. Mock Interviews (TBD) j. Classroom Presentations (TBD) <p>2. The invitation for non-traditional students to attend the following event</p> <ul style="list-style-type: none"> a. Women (or those identifying as female) in the Trades (Fall 2024 and/ or Spring 2025) <p>*Events designed with representing career fields for all students - tradition and non-traditional alike. Concurrently, student participation is open to all and non-traditional career interest and exploration is encouraged.</p>					
<p>3. Measurable Outcomes (report results in next APR):</p>					
<p>1. The number of students participating in, and across, each Bluff Country Collaborative Event and Program (CTE Career Exploration Day, CTE Career Fair, Dream Job Events, etc.) will increase by 25% by June 1, 2025.</p> <p>2. The number of students moving along the Exploration - Exposure - Experience continuum will increase by 10% by June 1, 2025.</p> <p>3. The number of students engaged in a career pathway, especially employment, as a direct or indirect result of Bluff Country Collaborative events and programs will increase by 15% by June 1, 2025.</p> <p>4. Student feedback measuring "4 or 5" on the impact of individual Bluff Country Collaborative events and programs will increase by 10% by June 1, 2025.</p> <p>5. Collect baseline attendance rate data at the Women in Trades event in Fall 2024 and Spring 2025; then increase attendance of non-traditional students at the event by 15% in Fall 2025 and Spring 2026.</p>					

<p>NEED B: Access to CTE programs for students receiving special education services.</p>	<p>This Need is in Element(s):</p>				
<p>1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):</p>	<p>1 <input type="checkbox"/></p>	<p>2 <input type="checkbox"/></p>	<p>3 <input type="checkbox"/></p>	<p>4 <input type="checkbox"/></p>	<p>5 <input checked="" type="checkbox"/></p>

1. Remove barriers to increase the number of students with an Individualized Education Plan (IEP) participating in CTE programs.

CLNA Element 5, priority 4

2. Strategies to address need:

By May 1, 2025, provide at least one professional development to the Goodhue County Education District and Hiawatha Valley Education District Special Education Leadership teams defining CTE and outlining its role in meaningful post-high school options for all students - including those receiving special education services. In addition, these sessions will feature the outlining of gathering feedback to build baseline data on current barriers for special education students not participating in CTE programs.

3. Measurable Outcomes (report results in next APR):

1. By March 1, 2025, there will have been at least two professional development sessions with special education leadership.
2. By March 1, 2025, data will have been collected and summarized to inform baseline data on existing barriers.

NEED C: Increase CTE program and course enrollments.	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input checked="" type="checkbox"/>
<p>Increased number of students receiving English Learner programming enrolled in CTE programs and courses.</p> <p>CLNA Element 5, priority 3</p>					
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Partner with the Goodhue County Cultural Liaisons to include information and marketing on CTE programs at family engagement events during the 2024-2025 school year. Please note that the audience of the family engagement events are multilingual families in Goodhue County. 2. Partner with the Goodhue County Cultural Liaisons to collect stakeholder feedback (students, families, etc.) identifying barriers to access to CTE programs. 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. By June 1, 2025, CTE information and marketing will have been shared at two or more family engagement events. 2. By June 1, 2025, baseline data will have been collected examining barriers for multilingual students access CTE programs. 					

4. Provide additional narrative to address the following:

- a. How will you address the barriers to access and success for special populations within CTE programs identified in your CLNA?

Group	Barrier(s)	Strategy(ies)
<p>Multilingual Families</p> <p>Families with a student receiving special education services</p>	<p>Access to information on CTE programs.</p>	<p>Include representative of these two groups on our CTE Advisory Committees.</p>
<p>Students enrolled in English Learner programming.</p>	<p>Low enrollment in CTE courses (make up slightly less than 2% of all CTE enrollments).</p>	<p>Provide professional development and the sharing of resources to staff that know the Language Learner students best - especially, English Learner teachers, school counselors, and Cultural Liaisons (or similar).</p>
<p>18 to 21 year-old transition program students with an IEP.</p>	<p>Limited access to meaningful employment.</p>	<p>Work to start and establish a Project SEARCH program with the Goodhue County Education District's 18 to 21 year-old transition program. Support Hiawatha Valley Education District 18 to 21 year-old transition program(s) to participate in the Work Skills Challenge Day.</p>
<p>Students with IEPs</p>	<p>Limited access to career pathway programming.</p>	<p>Provide professional development to the Goodhue County Education District and Hiawatha Valley Education District leadership teams.</p>
<p>Nontraditional participants / concentrators.</p>	<p>Seeing themselves represented in non-traditional career fields.</p>	<p>Student access to career development opportunities aligned with in-demand career fields and aligned with the 3Es Roadmap of Exploration, Exposure, and Experience.</p> <p>Ensure post-secondary faculty are aware of conscious and unconscious bias to ensure non-traditional students feel safe, welcome, and comfortable in all program spaces.</p>

- b. How will you prepare special populations for high-skill, high-wage, or in-demand occupations that will lead to self-sufficiency?

At the secondary level, we will be focused on the strategies listed above (professional development, implementing Project SEARCH, and career development opportunities). We feel as though if we can do a good job here - especially with the professional development and career development opportunities - that there will be an increased interest in pursuing high-skill, high-wage, or in-demand occupations.

At the post-secondary level, the college will continue partnering and further utilize relationships with Hispanic Outreach and Project Fine. Both organizations are deeply connected to the local BIPOC, refugee, and immigrant communities. It's imperative that the staff for both organizations receive training and understand the careers available upon completion of a post-

secondary CTE program and then serve as connectors between special populations and programs at the college.

- c. What new initiatives will you develop to better prepare CTE participants for non-traditional fields?

At the secondary level, the primary focus will be on students receiving special education services via an Individualized Education Plan (IEP) as well as students receiving English Learner services. We will engage with Special Education Leadership and Case Managers to provide up-to-date and contextualized career and college readiness options. The same holds true for Cultural Liaisons and/or English Learner teachers. We will also be implementing Project REACH for 18 to 21 year-old students in a special education transition program. Project REACH aims to provide a variety of meaningful industry experiences with a regional employer that will help the students be able to continue or step into a career pathway of interest and meaning.

At the post-secondary level, we have two initiatives that will better prepare CTE participants for non-traditional fields. The first initiative is training and support for the college opportunity and promise program navigators. These are new positions at the college in which staff are embedded at local high schools. The navigators have direct access to students interested in CTE and have relationships with high school counselors, teachers and staff. Therefore, they are in a position to assist in advocating for the necessary high school prep courses needed to be successful in post-secondary CTE programs. The second initiative is the college is planning to transition to a caseload based advising model. CTE students would receive a program advisor, but also a professional advisor to assist with wraparound support services including transportation assistance, food security, accessing mental health services, and encouraging utilization of academic support services. Both initiatives would provide a system in which CTE students would have an advocate and support system to ensure persistence and completion, specifically in non-traditional fields.

- d. How will you ensure members of special populations will not be discriminated against and have equal access to CTE?

At the Secondary level, there has not been a concerted effort to provide training and support on the potential and importance of connecting IEP goals with CTE programs and courses. To start to remedy this, we will be providing professional development to the Special Education Leadership Teams of the Goodhue County Education District and Hiawatha Valley Education District, respectively.

At the Post-Secondary level faculty and staff are participating in on-going professional development including Mental Health First Aid, the IDI (Intercultural Development Inventory), participating in conversations to learn and understand the culture of the Prairie Island

community, and college leadership continues to review institutional policies and practices to ensure equal access to all programs and services.

Narrative 6: Work-Based Learning

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Work-based Learning**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Access to Career Pathways	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input checked="" type="checkbox"/>
Increased access to career pathways for students with IEPs in the Goodhue County Education District 18–21-Year-Old Transition Program (ACTE-SPED). CLNA Element 5, Need A					
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Creation and implementation of Project SEARCH with the Goodhue County Education District’s 18–21-year-old transition program. Step 1: Meet with MDE regarding Project SEARCH, including cost, structure, and related details. (already done). Step 2: Pay the Project SEARCH subscription fee. Please note that we are not intending to use FY25 Award funds at this point for this fee. Step 3: Form an Advisory Committee. Step 4: TBD, based on Advisory Committee recommendations. 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. By March 1, 2025, the Goodhue County Education District will have formally contracted with the Project SEARCH program, formed an Advisory Committee, and determined a set program launch date in FY26 or FY27. 					

NEED B: Career Skills Exploration	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input checked="" type="checkbox"/>
<p>Hands-on Career Skills Exploration for students with IEPs in the Hiawatha Valley Education District 18–21-Year-Old Transition Program(s) (ACTE-SPED).</p> <p>CLNA Element 5, priority 2</p>					
2. Strategies to address need:					
<p>1. School and student participation in the Work Skills Challenge Day with Region 10. Step 1: By October 1, 2024, confirm Work Skills Day event is being held by contacting the Hiawatha Valley Education District (HVED) WBL Coordinator. Step 2: By February 1, 2025, confirm school participation by working with the HVED WBL Coordinator. Step 3: By March 1, 2025, attend a Region 10 Transition Cohort Meeting to outline Perkins funds eligibility criteria. Step 4: By May 1, 2025, the Work Skills Challenge Day Event is held.</p> <p>2. Step 5: By June 1, 2025, eligible schools and programs submit for transportation cost reimbursement with Perkins funds.</p>					
3. Measurable Outcomes (report results in next APR):					
<p>1. By June 1, 2025, baseline data will have been collected as the number of students, programs, and schools participating in the Work Skills Challenge Day event.</p>					

1. Provide additional narrative to address the following:

- a. Describe the current work-based learning opportunities provided to students enrolled in CTE programs at the secondary and postsecondary levels.

Current secondary opportunities are primarily the following:

- Work-Based Learning (ACTE-SPED)
- Work-Based Learning (Diversified)
- Agriculture Work-Based Learning
- Youth Skills Training (Advanced Manufacturing)

-
- Youth Skills Training (Certified Nursing Assistant)
 - Experiential Learning - Career Awareness, Career Exploration, Career Preparation (Work-Based Learning Handbook, MDE)
 - Industry Tours
 - CTE Exploration Day
 - Construct Tomorrow
 - Entrepreneurship Panel
 - Union Reps Panel
 - Dream Job Event(s)
 - Grade 8 Career Exploration Day
 - Career, College, Job Fair
 - Southeast Minnesota Welding Competition

Current post-secondary opportunities are primarily the following:

- Credit based internships embedded in program completion requirements – Construction & Truck Driving
- Capstone projects assessed by local employers – Mechatronics & CNC
- Special projects embedded into existing curriculum – Welding, Electronics, Biomedical, IT, Finance
- Clinical rotations – Certified Nursing Assistant, Practical Nursing, Associate of Science in Nursing, Radiography

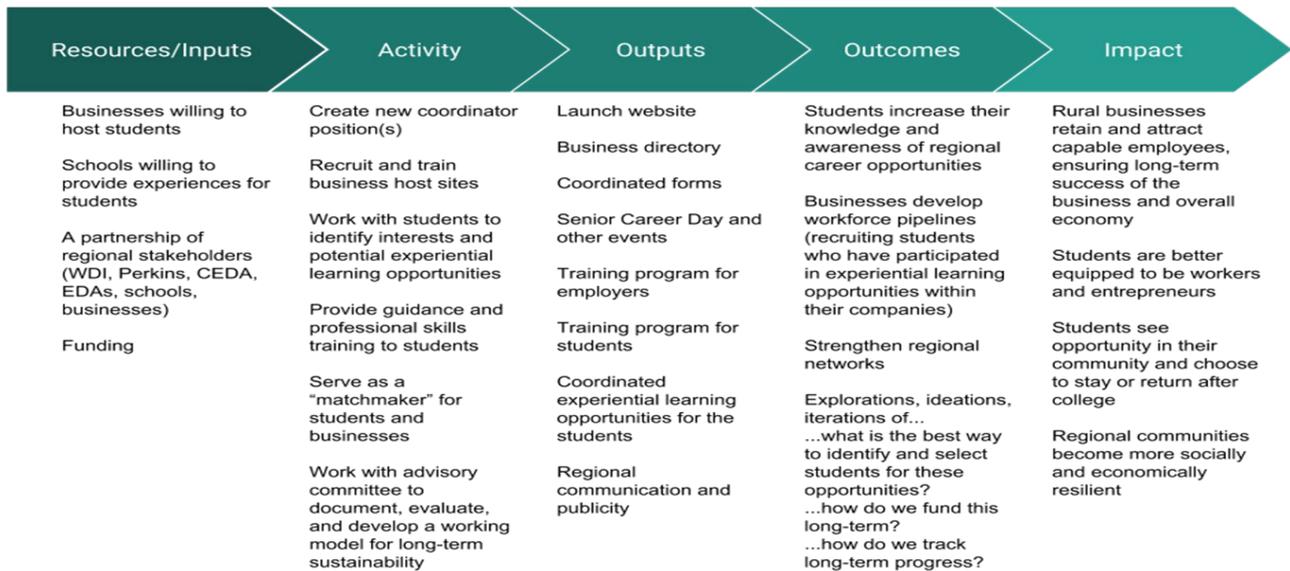
- b. Describe how your consortium will partner with employers to develop or expand work-based learning programs for all CTE students, including special populations, at both the secondary and postsecondary levels.

At the secondary level, we partner with employers to develop or expand work-based learning programs for all CTE students, including special populations in two primary ways:

1. CTE Advisory Committees; As we engage in the Professional Learning and Continuous Improvement process, we will be revisiting the need and importance of Advisory Committees to CTE programs - especially the employers, community members, etc., who are on the Advisory Committees.

2. Partner with workforce development stakeholders to connect schools and employers. Our general engagement model is below and has served the Bluff Country Collaborative effort well:

Bluff Country Collaborative Logic Model



At the post-secondary level, we partner with employers to develop or expand work-based learning programs for all CTE students, including special populations in three primary ways:

1. Through academic credit bearing opportunities as described above
2. Active CTE Advisory Committees for all post-secondary program areas
3. Through custom training opportunities including Minnesota Job Skills Partnership grants, Dual Training Industry Pipeline grants, and Pathways to Prosperity grants.

- c. Describe how your consortium will invest financial resources to increase work-based learning opportunities at the secondary and postsecondary levels.

At the secondary level, we are planning to invest funding to increase work-based learning opportunities in the following manner:

1. Contribute to a braided funding model for the Workforce Development Youth Workforce Navigator (Bluff Country Collaborative). This position is the point person for supporting experiential learning opportunities as well more intensive efforts (Youth Skills Training, Work-Based Learning).
2. Reimburse school districts the cost of transportation to high-quality experiential learning opportunities.

At the post-secondary level, we are planning to invest funding to increase work-based learning opportunities in the following manner:

-
1. Continue to partner with business and industry to ensure funds are spent on industry grade equipment
 2. The college has taken a collaborative, proactive, and holistic approach to work-based learning as students can access work-based learning on campus or through custom training at their place of employment, numerous grants in addition to Perkins are being pursued and utilized to ensure that cost is not a barrier to students or employers.
 3. The college has accepted numerous donations of industry grade equipment for multiple program areas, as employers are in need of skilled labor and they want students to transition seamlessly from college to employment.

NOTE: In Minnesota, work-based learning serves as a program quality indicator at the secondary level. Data for this indicator is collected from students enrolled in a Work Experience course (course code 97) that provides at least 40 hours of work experience. Experiential learning activities such as career fairs and job shadows are not captured in the performance indicator data.

Narrative 7: Early Postsecondary Credit Opportunities

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Early Postsecondary Credit Opportunities**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Guided Learning Pathways	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input checked="" type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input checked="" type="checkbox"/>
Implement CTE guided learning pathways for dual-enrolled students. CLNA Element 5, priority 5					
2. Strategies to address need:					
1. Dual enrolled students will receive a CTE program advisor in addition to an academic advisor. 2. Dual enrolled students will be encouraged to select a certificate, diploma, or AAS program that aligns with their career goals.					
3. Measurable Outcomes (report results in next APR):					
1. Increase in the number of dual enrolled students declaring a major 2. Increase in the number of dual enrolled students completing a post-secondary credential along with a high school diploma and/ or earning CTE college credit while in high school (the ability to complete a credential while still in high school varies greatly amount the southeast Perkins consortium high schools depending on each districts graduation requirements).					

NEED B: Articulated credit	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Increased access to early college credit.					
2. Strategies to address need:					
1. The Southeast Perkins Consortium (secondary) will participate in the Southern Minnesota Regional Articulation Group, including access to CTECreditMN.com.					
3. Measurable Outcomes (report results in next APR):					
1. By December 15, 2024, the number and placement of actively used (secondary) articulated credit options will be collected as a baseline as a grounding point for continued participation in the Southern Minnesota Articulation group.					

4. Provide additional narrative to address the following:

- a. What opportunities are available and/or are being developed for CTE students to earn postsecondary credit while still in high school?
 1. Secondary will participate in the Southern Minnesota Regional Articulation Group, including access to CTECreditMN.com. This partnership will offer secondary instructors the opportunity to plug into regional articulation agreements that their students can use across multiple two-year schools across the southern part of Minnesota. This work also correlates with Program Approval and well-rounded Programs of Study.
 2. CTE students are able to earn post-secondary credit while still in high school primarily through the Post-Secondary Education Options (PSEO) program. Students who meet the posted eligibility requirements may enroll in one post-secondary CTE course as early as 10th grade.
 2. Students in five school districts are able to earn post-secondary CTE credit while still in high school without leaving their districts through concurrent enrollment. These districts in the southeast Perkins consortium have high school instructors who meet the Minn State CTE Instructor Credentialing requirements which is a rarity, but also provides a financially sustainable option for the school districts and students receive transcribed college credit.
 3. High school students who are dual enrolled in general education courses are also receiving course sequencing advising as a number of general education courses are pre-requisites to both the ASN and PN programs. It's possible for students to complete all nursing program pre-requisites through concurrent



enrollment or PSEO prior to high school graduation which then allows them immediate admittance to nursing programs following high school graduation.

Narrative 8: Support to Professionals

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1234

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Support to Professionals**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Professional Development	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input checked="" type="checkbox"/>	5 <input type="checkbox"/>
<p>Access to high-quality professional development for CTE instructors, school counselors, school administrators, and Perkins-File reporting personnel at secondary and post-secondary level.</p> <p>CLNA Element 4, priority 2</p>					
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Please see Narrative 2, Need A and Need B. 2. Job-Alike Regional Meetings for school counselors. This will entail the Secondary and Post-Secondary Coordinators selection a meeting site, setting an agenda, inviting school counselors, confirming participation and facilitating the session. 3. Fund five spots for school administrators to participate in the Professional Skills Series for school administrators (via the Minnesota Association for Career Technical Administrators) 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. Please see Narrative 2, Need A, Measurable Outcomes 1. 2. At least 90% of school counselor will participate in the Job-Alike Regional Meeting(s) and at least 70% of attendees will rate their overall satisfaction as “satisfied” or “very satisfied”. 3. At least five school administrators participating in the Professional Skills Series and at least 90% of attendees will rate their overall satisfaction as “satisfied” or “very satisfied”. 					

NEED B: Instructor Retention	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input checked="" type="checkbox"/>	5 <input type="checkbox"/>
Increase retention and job satisfaction of post-secondary nursing faculty in both Practical Nursing and Associate of Science Nursing degree programs. CLNA Element 4, priority 3					
2. Strategies to address need:					
1. Implement intensive summer on-boarding and new nursing instructor orientation					
3. Measurable Outcomes (report results in next APR):					
1. Reduce turnover of adjunct, part time, and full time post-secondary nursing instructors					

4. Provide additional narrative to address the following:
 - a. Describe the specific actions your consortium will take to support the recruitment and preparation of education professionals, including individuals from groups underrepresented in the teaching profession.

The Southeast Perkins Consortium will take the following actions to support the recruitment and preparation of both secondary and post-secondary CTE instructors:

1. Offer monthly or quarterly job-like work groups to support instructors through the program approval process, share curriculum and best practices. This contributes to improved program quality across the consortium and provides a support system for instructors who often feel isolated.
2. Offer CTE Instructor boot camp in August at Minnesota State College Southeast. This multiday boot camp provides high school instructors an opportunity to spend several days in the labs with Minnesota State College Southeast faculty. This strengthens the professional relations between instructors and the connection between secondary and post-secondary programs for CTE students.
3. Offer an intensive multi-day onboarding, orientation to teaching, and simulation lab training for new nursing instructors.

-
- b. Describe the specific actions your consortium will take to retain, train, and develop education professionals and ensure applicable certification, credential, and licensure requirements are met.

Specific actions our consortium will take to retain, train, and develop education professionals and ensure applicable certification, credential, and licensure requirements are met:

1. Partner with the Lakes Country Service Cooperative and the Southeast Service Cooperative to offer the Alternative Teacher Preparation program to teachers in Southeast Minnesota.
2. Design, implement, and support Program Approval Cohorts for Agriculture, Food, and Natural Resources/Business, Management, & Administration, Family Consumer Sciences, Health Sciences, Trade & Industry, and Work-Based Learning.
3. Financially support the inclusion of secondary administrators in the Minnesota Association of Career Technical Administrators (MACTA) Professional Skills Series.
4. Financially support CTE instructor participation in job-specific professional development - for example, the Minnesota Association of Agriculture Educators Conference(s) and the Marketing, Business, and Information Technology Educators Conference.
5. Logistically support the Job-Alike Regional Meeting for School Counselors.
 - a. Logistical support includes: selecting a meeting site, setting an agenda, inviting school counselors, confirming participation and facilitating the session.
6. Logistically support training for secondary school staff responsible for Perkins-File Reporting.
 - a. Logistical support includes: selecting a meeting site, setting an agenda, inviting school counselors, confirming participation and facilitating the session.

All post-secondary faculty must meet Minnesota State faculty credential requirements. Minnesota State College Southeast will focus on CTE faculty retention.

Narrative 9: Performance Gaps

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Performance Gaps**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: 4S1: Nontraditional Program Concentration	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1	2	3	4	5
<p>As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Secondary has met all of the Performance Indicators. Nontraditional Program Concentration has seen a slight uptick year-after-year (31.12%/2021 - 35.67%/2022 - 35.82%/2023). We would like to continue to increase this percentage.</p> <p>CLNA Element 1, Need F</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Please see Narrative 5, Need A, Strategy 1 (a-j). 2. Please see Narrative 5, Need B, Strategy 1. 3. Please see Narrative 5, Need C, Strategy 1. 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. Please see Narrative 5, Need A, Measurable Outcomes 1-4. 2. Please see Narrative 5, Need B, Measurable Outcome 1. 3. Please see Narrative 5, Need C, Measurable Outcome 1. 					

NEED B: 5S3: Program Quality: Work-Based Learning	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input checked="" type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
<p>As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Secondary has met all of the Performance Indicators. Program Quality: Work-Based Learning has seen an uptick year-after-year (11.40%/2021 - 13.87%/2022 - 16.25%/2023). We would like to continue to increase this percentage.</p> <p>CLNA Element 1, Need F</p>					
2. Strategies to address need:					
<p>1. Participation of Work-Based Learning instructors in the Professional Learning and Continuous Improvement cohort.</p>					
3. Measurable Outcomes (report results in next APR):					
<p>1. By June 1, 2025, at least 75% of Work-Based Learning instructors will participate in at least two Professional Learning and Continuous Improvement sessions.</p>					

4. Provide additional narrative to address the following if not already addressed in the table above:

- a. What specific student group(s) were identified as having significant disparities or performance gaps?

Secondary addressed, above.

At the post-secondary level, as of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Post-secondary has met all of the Performance Indicators. Earned Recognized Postsecondary credential (2P1) has a baseline of 62.06%, and an actual performance of 59.95% (2023). We would like to strive to return this to or exceed baseline percentage.

- b. What specific actions will the consortium take at both the secondary and postsecondary level to eliminate these disparities or close performance gaps?

Secondary addressed, above.

At the post-secondary level, further review of disaggregated data shows that a renewed focus on assisting BIPOC students, specifically Hispanic, Latino, and African American/ Black students

would result in an overall increase in credential attainment. The college intends to move to a caseload based intrusive/ intensive advising model which has been shown to improve persistence and completion for all students.

Narrative 10: Consortium Governance

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Consortium Governance**?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Secondary & Post-Secondary Coordination	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1	2	3	4	5
Coordination of the two-year Consortium Plan and Budget + Secondary Fiscal Host.	<input checked="" type="checkbox"/>				
2. Strategies to address need:					
<ol style="list-style-type: none"> 1. Secondary Coordinator position. 2. Post-secondary coordinator position 3. Indirect cost for Goodhue County Education District Business Office services. 4. Indirect cost for Minnesota State College Southeast Business Office services. 					
3. Measurable Outcomes (report results in next APR):					
<ol style="list-style-type: none"> 1. The implementation of the Consortium Plan and Budget as measured by the Annual Performance Report (APR). 2. Distribution of Perkins funds as determined by the Consortium Plan and Budget, and coding by the Secondary & Post-secondary Coordinator. 3. Regular Budget Activity Reports to the Secondary & Post-secondary Coordinator in order to monitor funding. 					

1. Provide additional narrative to address the following:
 - a. Describe your consortium’s formal governance structure, including:
 - How the consortium leadership is organized, (a)
 - Processes used for making financial decisions, (b)

- Processes and structures in place to ensure secondary and postsecondary collaboration, (c)
- Communication systems in place to ensure all consortium members are continually informed, (d) and
- Note any areas of governance that are being developed or improved. (e)

Our consortium’s formal governance structure is as follows:

- The Southeast Consortium leadership is facilitated by the Secondary and Post-Secondary Coordinators. The Southeast Consortium employs a participatory planning process structure (University of Kansas¹) (a)



(a)

Information - Consultation - Deciding Together - Acting Together - Supporting Independent Community Initiatives

Perkins Coordinators
Secondary and Post-Secondary

K-12 Stakeholders
CTE Instructors, School Counselors, Work-Based Learning Coordinators, Special Education instructors, English Learner instructors, High School Administrators, School District Administrators

Workforce Agencies
Community Economic Development Associates (CEDA), Economic Development Agencies (EDA), Workforce Development Inc. (WDI)

Educational Agencies

Southern Minnesota Perkins Consortia (Minnesota West, Riverland, Rochester/ZED, South Central), Southeast Service Cooperative (SSC)

State Agencies

Minnesota Department of Education CTE Content Specialists (MDE), Minnesota Department of Employment and Economic Development (DEED)

Information

- The Secondary and Post-Secondary Coordinators participate collaboratively in projects involving a secondary-post-secondary connection. (c)
- The Secondary and Post-Secondary Coordinators meet as needed and applicable to the implementation of the two-year plan and related action steps (CLNA, APR, etc.). (c)
- The Secondary Coordinator holds a monthly update session, virtually, to which all secondary stakeholders are invited, but not mandated, to attend. (d)

Consultation

- The Secondary Coordinator seeks feedback from stakeholder groups and individuals. This includes:
 - Needs Assessment survey sent to secondary CTE instructors, school counselors, high school principals, and district office administrators.
 - Verbal and written feedback at the Job-Alike Regional Meetings. (d)
 - Verbal and written feedback within the Bluff Country Collaborative. Note - this includes school personnel, as well as students and workforce development stakeholders. (d)
 - Information shared via partnership with workforce development agencies and individuals - including Community Economic Development Associates, Economic Development Agencies, and Workforce Development, Inc.
 - Information shared via partnerships with similar entities - including the other Southern Minnesota Perkins Consortia, the Southeast Service Cooperative, and the Minnesota Department of Employment and Economic Development. (c) (d)

Deciding Together

- The Secondary Coordinator and Post-Secondary Coordinator review the Comprehensive Local Needs Assessment data, additional feedback, and related information and work together to develop a preliminary two-year plan and budget. (b) (c)
- The Secondary Coordinator shares the preliminary two-year plan with an advisory team consisting of instructors representing each licensure area (Business, Family Consumer Science, Health Science, Trade & Industry, and Work-Based Learning), representing school counselors and representing administration (high school and district

office). We are working this Advisory Group meeting on a regular basis throughout the fiscal year. (b) (e)

- Based on the Secondary Advisory Team’s feedback, the Secondary and Post-Secondary Coordinators make any needed adjustments and finalize the two-year plan and budget. (b) (c)

Acting Together

- The different stakeholders continue with partnerships, and develop new ones, to carry out the implementation of the two-year plan. (d)

Supporting Independent Community Initiatives

- The Southeast Consortium works in tandem with individual, group, and organizational partners to support not only the implementation of the consortium’s two-year plan but also the plans and goals of these partners. Examples of this occurring includes, but is not limited, to the following:
 - Project Search research, planning, and implementation with the Goodhue County Education District.
 - Supporting the Bluff Country Collaborative in an effort to further the vision, mission, and goals of that work.
 - Collaborating with the Southeast Service Cooperative to further both their goals and the goals of the consortium.

(d)

University of Kansas¹

Center for Community Health and Development

<https://ctb.ku.edu/en/table-of-contents/analyze/where-to-start/participatory-approaches/main>

Narrative 11: Reserve Funds

Reserve funds can be used to address Performance Gaps or to develop or improve Programs of Study or CTE Programs.

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium’s prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to **Reserve Funds**? For each need identified, check the box for the associated Reserve Category (Performance Gaps, Develop or Improve POS/CTE programs).
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A: Professional Learning and Continuous Improvement					
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
<p>Sub costs (as applicable) for a professional learning and continuous improvement cohort. Modeled after the Business Instructor Cohort, the time together will focus on the following:</p> <ol style="list-style-type: none">1. Program alignment with Instructional Frameworks.2. Program alignment with Industry Standards.3. Program alignment with Labor Market data.4. Program alignment with the emerging field of Applied Math/Data.5. Program alignment with integrated Academic and Technical Skills.6. Peer-to-Peer sharing on best practice in the CTE classroom and within CTE programs. <p>These cohorts will feature a mix of whole group and small group professional development.</p> <p>The intended outcome is that students are in CTE courses in Southeast Minnesota that are aligned with industry and workforce needs.</p> <p>CLNA: Element 3, priority 1</p>					
Reserve Category: <input type="checkbox"/> Performance Gaps <input checked="" type="checkbox"/> Develop or Improve POS/CTE programs					
2. Strategies to address need:					
1. Each CTE licensure area (ANFR, Business, Health Science, Family Consumer Science, Work-Based Learning) will meet as a cohort two to four times (or more) during the 2024-2025 school year.					
3. Measurable Outcomes (report results in next APR):					
1. Each CTE instructor in the Southeast Consortium will engage with this professional learning and continuous improvement framework as measured by participation and program alignment with instructional frameworks and labor market data.					

NEED B: Access to industry-aligned equipment					
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Student access to industry-aligned equipment.					
Reserve Category: <input type="checkbox"/> Performance Gaps <input checked="" type="checkbox"/> Develop or Improve POS/CTE programs					

2. Strategies to address need:	
1. Please see Narrative 2, Need D, Strategy 2.	
3. Measurable Outcomes (report results in next APR):	
1. Please see Narrative 2, Need D, Strategy 2, Measurable Outcome 2.	

NEED C: Articulated Credit					
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Increased access to early college credit..					
Reserve Category: <input type="checkbox"/> Performance Gaps <input checked="" type="checkbox"/> Develop or Improve POS/CTE programs					
2. Strategies to address need:					
1. Please Narrative 7, Need B, Strategy 1.					
3. Measurable Outcomes (report results in next APR):					
1. Please see Narrative 7, Need B, Strategy 1, Measureable Outcome 1.					

NEED D: Youth Workforce Navigator – Bluff Country Collaborative					
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Student access to high-quality career development opportunities – including non-traditional students.					
Reserve Category: <input checked="" type="checkbox"/> Performance Gaps <input type="checkbox"/> Develop or Improve POS/CTE programs					
2. Strategies to address need:					
1. Please Narrative 5, Need A, Strategies 1 and 2.					
3. Measurable Outcomes (report results in next APR):					
1. Please see Narrative 5, Need A, Measureable Outcomes 1-4.					

NEED E: Equity of Access to CTE Programs					
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1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Student access to high-quality career development opportunities – including non-traditional students.					
Reserve Category: <input checked="" type="checkbox"/> Performance Gaps <input type="checkbox"/> Develop or Improve POS/CTE programs					
2. Strategies to address need:					
1. Please see Narrative 5, Need A, Strategies 1 and 2. 2. Please see Narrative 5, Need B, Strategy 1. 3. Please see Narrative 5, Need C, Strategy 1.					
3. Measurable Outcomes (report results in next APR):					
1. Please see Narrative 5, Need A, Measurable Outcomes 1-4. 2. Please see Narrative 5, Need B, Measurable Outcome 1. 3. Please see Narrative 5, Need C, Measurable Outcome 1.					

NEED F: Performance Gaps	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1	2	3	4	5
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), post-secondary has met all of the Performance Indicators. Earned Recognized Postsecondary credential (2P1) has a baseline of 62.06%, and an actual performance of 59.95% (2023). We would like to strive to return this to or exceed baseline percentage.					
Reserve Category: <input checked="" type="checkbox"/> Performance Gaps <input type="checkbox"/> Develop or Improve POS/CTE programs					
2. Strategies to address need:					
Please see Narrative 5 & 9					
3. Measurable Outcomes (report results in next APR):					
1. Improvement in 2P1 indicator data, specifically students of color					

NEED G: Post-secondary CTE faculty retention					
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input checked="" type="checkbox"/>	5 <input type="checkbox"/>
<p>Increase retention and job satisfaction of post-secondary nursing faculty in both Practical Nursing and Associate of Science Nursing degree programs.</p> <p>CLNA Element 4, priority 3</p>					
<p>Reserve Category: <input type="checkbox"/> Performance Gaps <input checked="" type="checkbox"/> Develop or Improve POS/CTE programs</p>					
<p>2. Strategies to address need:</p>					
<p>1. Offer summer nursing faculty onboarding, orientation, and simulation lab training</p>					
<p>3. Measurable Outcomes (report results in next APR):</p>					
<p>1. Reduction in adjunct, part time, and full-time nursing instructor turnover 2. Retainment of all clinical sites 3. Continue acceptable pass rates on NCLEX exam</p>					

4. Provide additional narrative to address the following:

- a. Identify the specific performance indicator(s) or student population gap(s) that will be addressed with Reserve funds.

Addressed above and in Narratives 5 & 9

- b. Identify the specific program and/or program of study that will be addressed with Reserve funds, including whether the focus is expansion or development of a new program and/or program of study at the secondary or postsecondary level.

At the post-secondary level the funds will be focused on program improvement of the Health Sciences, Therapeutic Program of study.

Program/POS	Engineering, Manufacturing, & Technology (Construction/Manufacturing)	All Programs of Study	Programs of Study TBD (based on Southern Minnesota Regional Articulation groups)
Expansion	Access to industry grade equipment and professional development Consortium (St. Cloud State TEC Program)	FY25 Program Approval Cohorts	
Development		FY25 Program Approval Cohorts	

Perkins-Funded Positions

Submit the following with your application materials:

- Completed *Perkins-Funded Positions* spreadsheet
- Position descriptions for every position partially or fully funded by Perkins

Complete – Submitted May 1st, 2024

Required Documentation

These required documents must be submitted with your Perkins V Local Application:

1. Statements of Assurance (Statements of Assurance should be combined and uploaded as one single PDF)
2. CLNA Results & Priorities document
3. S-RPOS - Funding POS spreadsheet
4. Combined Secondary Postsecondary Budget spreadsheet
5. Consortium Consolidated Equipment Inventory
6. Perkins Funded Positions spreadsheet
7. Position Descriptions for each position partially or fully funded by Perkins
8. Improvement Plan (Only required for those consortia on an improvement plan)

PERKINS V COMPREHENSIVE LOCAL NEEDS ASSESSMENT (CLNA) RESULTS & PRIORITIES

To be submitted with the FY25 Local Application (award period: July 1, 2024 – June 30, 2025)

Consortium Name: Southeast

Purpose of the CLNA Results and Priorities

The purpose of the *CLNA Results and Priorities* is to highlight the key needs identified in your extensive CLNA process. This document addresses the following:

- Key partners involved in the CLNA process.
- Specific needs identified in your CLNA as they relate to each of the required elements.
- Rationale for the specific needs identified.
- Prioritizing needs for each element.

Briefly describe the process used to complete the CLNA (type your summary in the space below):

We engaged primarily in a consultative methodology to inform our Comprehensive Local Needs Assessment (CLNA). Specifically, the Secondary and Post-Secondary Coordinators engaged with the following stakeholders to assess trends and needs pertaining to Career Technical Education (CTE) in Southeast Minnesota:

- **Bluff Country Collaborative (BCC)**
 - Contact: MaryAnne Smith, Youth Workforce Navigator @ WDI
 - Product Type: Survey
 - Primary Input: Alignment of Programs of Study with Career Fields of interest for students.
 - Secondary Input: Level of support needed within the continuum of Exploration – Exposure – Experience for students.
- **Federal Reserve Bank of Minneapolis**
 - Contact: Ron Wirtz, Director – Regional Outreach @ Federal Reserve Bank of Minneapolis
 - Product Type: Webinar
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections
- **Minnesota Department of Employment and Economic Development (DEED)**
 - Contact: Amanda O’Connell, Southeast and South-Central Regional Analyst @ DEED
 - Product Type: Report
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections
- **Minnesota State College Southeast Workforce Summits**
 - Contact: Dr. Marsha Danielson, President @ Minnesota State College Southeast
 - Product Type: Meeting Notes
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections and skills employers are looking for within their industry and business.
- **RealTime Talent**
 - Contact: Erin Olson, Senior Director of Strategic Research @ RealTime Talent
 - Product Type: Report, Webinar
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections
- **Southeast Service Cooperative (SSC)**
 - Contact: Sarah Ness, Program Manager @ SSC
 - Product Type: Meetings, Outbound communication
 - Primary Input: Improving the quality of local CTE programs via (primarily) experiential learning programming.
- **Southern Minnesota Consortia Meetings**
 - Contact: Jeannie Meidlinger, Perkins Coordinator @ Rochester Community and Technical College
 - Product Type: Meeting Notes
 - Primary Input: Peer-to-Peer support in the approach and work of the CLNA and FY25-26 Plan and Budget.

- **Southern Minnesota School Counselor Convening**
 - Contact: Jeannie Meidlinger, Perkins Coordinator @ Rochester Community and Technical College, Dawn Lubahn, Perkins Coordinator @ Minnesota State College Southeast
 - Product Type: Meeting Notes
 - Primary Input: School counselors providing information and identifying gaps and barriers to connecting students to secondary and post-secondary CTE programs.
- **Southern Minnesota Health Care Summit**
 - Contact: Jeannie Meidlinger, Perkins Coordinator @ Rochester Community and Technical College, Dawn Lubahn, Perkins Coordinator @ Minnesota State College Southeast, Brian Cashman, Secondary Coordinator @ Southeast Consortium
 - Product Type: Meeting Notes
 - Primary Input: Healthcare employers, higher ed administrators, faculty, and staff providing information and identifying gaps and barriers to connecting students to healthcare careers, exploration, and accredited post-secondary programs.
- **Southeast Perkins Consortium**
 - Contact: Brian Cashman, Secondary Coordinator @ Southeast Consortium
 - Product Type: Minnesota Department of Education (MDE) Secure Reports – Carl Perkins
 - Primary Input: Improving Programs of Study, especially in regard to equity of access.
- **Southeast Perkins Consortium**
 - Contact: Dawn Lubahn, Post-Secondary Coordinator @ Southeast Consortium
 - Product Type: Minnesota State Power BI Secure Reports – Carl Perkins
 - Primary Input: Improving Programs of Study, especially in regards to equity of access, persistence, and completion.
- **Southeast Perkins Consortium**
 - Contact: Brian Cashman, Secondary Coordinator @ Southeast Consortium
 - Product Type: Survey
 - Primary Input: Needs of CTE programs at the local school level.
- **Southeast Perkins Consortium**
 - Contact: Jennifer Hawkins, VP of Strategic Initiatives & Calvin Clemons, Director of Secondary Relations @ Minnesota State College Southeast
 - Product Type: Survey of Post-Secondary CTE Faculty
 - Primary Input: Needs of post-secondary CTE programs at the local level.
- **Southeast Perkins Consortium**
 - Contact: Calvin Clemons, Director of Secondary Relations @ Minnesota State College Southeast
 - Product Type: Employer Listening Sessions and Employer Outreach; surveys and meeting notes
 - Primary Input: Talent and training needs of local business and industry.
- **Southeast Perkins Consortium**
 - Contact: Brian Cashman, Secondary Coordinator @ Southeast Consortium
 - Product Type: Request for Proposal (RFP)

- Primary Input: Needs of CTE programs at the local school level.
- **United Way – Twin Cities**
 - Contact: Liz Williams, Senior Program Officer – Career Academies @ Greater Twin Cities United Way
 - Product Type: Professional Development
 - Primary Input: Best practice on implementing high-quality Programs of Study/Career Academies.
- **Workforce Development, Inc. (WDI)**
 - Contact: Jinny Rietmann, Executive Director
 - Product Type: WIOA and Related Plan Development
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections and skills employers are looking for within their industry and business. Plus, intentionally engaging and supporting traditionally under-served populations.
- **Workforce Development, Inc. (WDI)**
 - Contact: Megan Horton, Youth Services Director @ WDI
 - Product Type: Meetings, Reports
 - Primary Input: Alignment of Programs of Study with Regional Labor Market Needs, Trends, and Projections and skills employers are looking for within their industry and business.

What the Perkins V law says about consultation in the needs assessment process (Section 134):

In conducting the comprehensive local needs assessment, and developing the local application, an eligible recipient shall involve a diverse body of representative groups, including, at a minimum:

- Representatives of Career and Technical Education programs in a local educational agency or educational service agency, including teachers, career guidance and academic counselors, principals and other school leaders, administrators, and specialized instructional support personnel and paraprofessionals;
- Representatives of Career and Technical Education programs at postsecondary educational institutions, including faculty and administrators;
- Representatives of the State board or local workforce development boards and a range of local or regional businesses or industries;
- Parents and students;
- Representatives of special populations¹;
- Representatives of regional or local agencies serving out-of-school youth, homeless children and youth, and at-risk youth (as defined in section 1432 of the Elementary and Secondary Education Act of 1965);
- Representatives of Indian Tribes and Tribal organizations in the State, where applicable; and,
- Any other individuals that the eligible agency may require the eligible recipient to consult.

¹ *The Perkins V law defines special populations as individuals with disabilities; individuals from economically disadvantaged families, including low-income youth and adults; individuals preparing for nontraditional fields; single parents, including single pregnant women; out-of-workforce individuals; English learners; homeless individuals; youth who are in, or who have aged out of, the foster care system; and youth with a parent who is on active duty in the military.*

Please indicate the key partners involved in the completion of this needs assessment:

Name	Title	Group Represented
Many (Survey and RFPs)	CTE Teachers – AFNR CTE Teachers – Business CTE Teachers – Family Consumer Science CTE Teachers – Trade & Industry	CTE Teachers (Secondary)
Many (Survey and RFPs)	School Counselors	School Counselors (Secondary)
Many (Survey and RFPs)	High School Principals / Superintendents	School and District Administrators (Secondary)
Many (Facilitated Feedback @ Workforce Summits)	Multiple	Employers
Many (Survey)	High School Students	Students
John Campfield-Huth	Southeast Program Review	Students
Paul Dressen	Prairie Island Community	Representative of the Tribe
Many	Minnesota State College Southeast Program Annual Advisory Committee Meetings	Employers
Amanda O’Connell	Southeast and South-Central Regional Analyst Minnesota Department of Employment and Economic Development	Economic Development
Allison Wagner	Director of Grants, Community Development Economic Associates	Workforce Development
Chris Hahn	Community and Business Development Specialist, Community Development Economic Associates	Workforce Development
Dee Slinde	Outreach Specialist, Workforce Development, Inc.	Workforce Development
MaryAnne Smith	Youth Workforce Navigator Bluff Country Collaborative / Workforce Development Inc.	Workforce Development
Megan Horton	Youth Services Director Workforce Development, Inc.	Programs for out-of-school youth, homeless children and youth, and at-risk youth
Kenney White	Dean of Students Minnesota State College Southeast	Students
Deb Marcotte	Executive Director Hiawatha Valley Education District	Special Populations
Jacob Griggs	Dean of Business, Trade & Technology Minnesota State College Southeast	Post-Secondary CTE Faculty

Name	Title	Group Represented
Kate Parsi	Director of Advising and Accessibility Services Minnesota State College Southeast	Special Populations
Carrie Travis	Dean of Nursing & Allied Health Minnesota State College Southeast	Post-Secondary CTE Faculty
Marleen Lundberg & Autumn Herber	Area Manager CareerForce	Workforce Development
Kevin Cardille	Executive Director Winona County Workforce Development Board	Workforce Development
Nicole Bolduan	Principal Goodhue County Education District/River Bluff Education Center	Special Populations
Christian Wernau	Region 10 Low Incidence Facilitator Zumbro Education District	Special Populations
Calvin Clemons	Director of Trade and Technology Minnesota State College Southeast	Employers

Prioritizing Needs (Optional)

Priority	
	Element 1: Student Performance of Required Performance Indicators
Priority 1	Experiential learning experiences designed specifically for Non-Traditional secondary students in Business, Management, & Administration, Health Science, Construction (Trade & Industry), Manufacturing (Trade & Industry), and Transportation (Trade & Industry). [Synthesized from Element 1, Needs A-E]
Priority 2	As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Secondary has met all of the Performance Indicators. Nontraditional Program Concentration (4S1) has seen a slight uptick year-after-year (31.12%/2021 - 35.67%/2022 - 35.82%/2023). We would like to continue to increase this percentage.
Priority 3	As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Secondary has met all of the Performance Indicators. Program Quality: Work-Based Learning has seen an uptick year-after-year (11.40%/2021 - 13.87%/2022 - 16.25%/2023). We would like to continue to increase this percentage.
Priority 4	As of the January 23, 2024 Consortium Performance Report for Grant Year 2 (2023), Post-secondary has met all of the Performance Indicators. Earned Recognized Postsecondary credential (2P1) has a baseline of 62.06%, and an actual performance of 59.95% (2023). We would like to strive to return this to or exceed baseline percentage.
	Element 2: Program Size, Scope, and Quality to Meet the Needs of All Students
Priority 1	Student access to industry-aligned equipment at both the secondary and post-secondary level.
Priority 2	Student access to career development opportunities aligned with in-demand career fields and aligned with the 3Es Roadmap of Exploration, Exposure, and Experience (source: https://www.lyftpathways.org/the3Es).
Priority 3	Availability of a blended, supplemental, and industry-aligned instructional resources for Business, Management, & Administration career pathways.
Priority 4	Student access to Career Technical Student Organizations (CTSOs), especially in Health Science, Business, and Trade & Industry at both the secondary and post-secondary level.
Priority 5	Building student Employability/Professional Skills (center of the Minnesota Career Wheel) at both the secondary and post-secondary level.
	Element 3: Programs Towards Implementation of CTE Programs of Study
Priority 1	The Southeast Consortium launched a successful professional learning and continuous improvement cohort with the Business Instructors in FY24. Given its success and the positive impact on aligning instruction with industry need and instructional frameworks, the Consortium will expand this effort to include the other Career and Technical Education Programs of Study.
Priority 2	Increased access for students to industry-recognized credentials that are connected to the Consortium State Recognized Programs of Study.
Priority 3	Increased access to early college credit.
	Element 4: Improving Recruitment, Retention, and Training of CTE Professionals
Priority 1	Instructor access to CTE licensure programs and instructor participation in CTE licensure programs, including the Southeast Minnesota CTE Licensure Cohort and the 2 + 2 CTE Instructor Program between Minnesota State College Southeast and Winona State University.
Priority 2	Access to high-quality professional development for CTE instructors, school counselors, school administrators, and Perkins-File school reporting staff.
Priority 3	Increase retention and job satisfaction of post-secondary nursing faculty in both Practical Nursing and Associate of Science Nursing degree programs.
	Element 5: Progress Towards Equal Access to CTE Programs for All Students
Priority 1	Increased access to career pathways for students with IEPs in the Goodhue County Education District 18-21 Year-Old Transition Program (ACTE-SPED).
Priority 2	Increased access to job-ready skills for students with IEPs in the Hiawatha Valley Education District 18-21 Year-Old Transition Program(s) (ACTE-SPED).
Priority 3	Increased number of students receiving English Learner programming enrolled in CTE programs and courses.
Priority 4	Increased number of IEPs that connect goals with CTE programs and courses, when applicable.

ELEMENT #1: STUDENT PERFORMANCE ON REQUIRED PERFORMANCE INDICATORS

PRIORITIZED NEEDS

Element 1: Student Performance on Required Performance Indicators

E1-Need A:

To increase the number of females earning Concentrator status within the Business, Management, & Administration Career Cluster.

Data¹

Business, Management, & Administration

Gender	Career Cluster Participants - Business, Management, and Administration	Career Cluster Concentrators - Business, Management, and Administration
F	638	660
M	632	923

+22 +291

E1-Need B:

To increase the number of male participants and concentrators within the Health Sciences Career Cluster.

Data¹

Health Sciences

Gender	Participants	Concentrators
F	29	62
M	8	17

+21 +45

E1-Need C:

To increase the number of females earning Concentrator status within the Construction Career Cluster.

Data¹

Construction

Gender	Career Cluster Participants - Construction	Career Cluster Concentrators Construction
F	241	329
M	393	756

+88 +363

E1-Need D:

To increase the number of females earning Concentrator status within the Manufacturing Career Cluster.

Data¹

Manufacturing

Gender	Career Cluster Participants - Manufacturing	Career Cluster Participants - Manufacturing
F	142	115
M	193	449

- 28 +256

E1-Need E:

To increase the number of females earning Concentrator status within the Transportation Career Cluster.

Data¹

Transportation

Gender	Career Cluster Participants - Transportation	Career Cluster Participants - Transportation
F	8	13
M	37	153

+5 +116

E1-Need F:

To continue to increase the 4S1 and 5S3 percentages.

Data¹³

Fiscal Year	Non-Traditional Program Concentration (4S1)	Program Quality: Work-Based Learning (5S3)
FY23	31.12%	11.40%
FY22	35.67%	13.87%
FY21	35.82%	16.25%

ELEMENT 2: PROGRAM SIZE, SCOPE, AND QUALITY TO MEET THE NEEDS OF ALL STUDENTS

PRIORITIZED NEEDS

Element 2: Program Size, Scope, and Quality to Meet the Needs of All Students

E2-Need A

Building student Employability/Professional Skills (center of the Minnesota Career Wheel).

Data¹¹

- Employability/Professional Skills development includes using Applied Mathematics to analyze and integrate into each Career and Technical Education Career Field.

E2-Need B

Student access to industry-aligned equipment.

Data²

- 51.5% of respondents indicated that “Course Materials and Equipment” were their biggest need within their CTE program(s).
- Of the 11 possible answers to the question “Which of the following components of your CTE are going well?”, “Course Materials and Equipment” ranked 7/11.
- Of the 63 answers provided to the open ended question “What is the best thing about your CTE program?”, equipment was mentioned once (1/63, 2%). Of the 64 answers provided to the open ended question “What is the hardest thing about your CTE program”, 11 answers referenced equipment (11/64, 17%).
- Of the 55 answers to the open ended question “If the Perkins Consortium could only do one thing to support your CTE program, what would it be?”, 7 answers referenced equipment (7/55, 12%).
- Industry-grade equipment is referenced as a key component of a high-quality CTE program (source: <https://education.mn.gov/mde/dse/cte/>)
- The Association for Career and Technical Education (ACTE) references industry-grade equipment multiple times in its “High Quality CTE” Frameworks (source: <https://www.acteonline.org/professional-development/high-quality-cte-tools/>).

E2-Need C

Availability of a blended, supplemental, and industry-aligned instructional resources for Business, Management, & Administration career pathways.

Data³

- Recommendation of the Business & Marketing Job-Alike Cohort.

E2-Need D

Student access to career development opportunities aligned with in-demand career fields and aligned with the 3Es Roadmap of Exploration, Exposure, and Experience (source:

<https://www.lyftpathways.org/the3Es>).

Data^{4 1 5}

- Students surveyed[^] favored assistance with the Exposure and Experience opportunities. Exposure opportunities include things such as tours, job shadows, and interviews while Experience opportunities include internships, apprenticeships, and Work-Based Learning[^].
- Students surveyed⁴ favored assistance with the Exposure and Experience opportunities. Exposure opportunities include activities such as industry/employer tours.
- Consortium data¹ indicates gaps in Non-Traditional Gender for Business, Health Science, Construction, Manufacturing, and Transportation Career Clusters.
- Southeast Minnesota Regional Labor Market Data⁵ indicates a current and projected need for employees within the Health Science and Hospitality & Tourism Career Clusters.

E2-Need F

Student access to Career Technical Student Organizations (CTSOs), especially in Health Science, Business, and Trade & Industry.

Data^{6 5 1}

- Health Science – Both DEED⁶ and RealTime Talent⁵ Labor Market Data for Southeast Minnesota indicate a current and projected high need for multiple careers within Health Science. Also, student feedback⁴ indicates that Health Science is the career field most often referenced to be of interest by students. Concurrently, there are only a few Health Science programs at the high school level in the Southeast Consortium (103 total enrollments versus, for example, over 3000 enrollments in the AFNR Career Field~). This leaves a large gap between interest and opportunities for career development within Health Science. Increasing HOSA chapters in the region would help bridge that gap.
- Consortium data¹ indicates gaps in Non-Traditional Gender for the Business, Marketing, & Administration Career Cluster, as well as the Construction, Manufacturing, and Transportation Career Clusters. CTSOs are able to provide another option for access and engagement outside of courses within these areas. Projects, competitions, and related activities within CTSOs are designed to encourage participation, learning, and engagement for all students.

ELEMENT #3: PROGRESS TOWARDS IMPLEMENTATION OF CTE PROGRAMS OF STUDY

PRIORITIZED NEEDS

Element 3: Progress towards implementation of CTE Programs of Study

E3-Need A:

The establishment of professional learning and continuous improvement cohorts to review all Career and Technical Education Programs of Study⁷ for the following:

1. Program alignment with Instructional Frameworks.
2. Program alignment with Industry Standards.
3. Program alignment with Labor Market data.
4. Program alignment with the emerging field of Applied Math/Data.
5. Program alignment with integrated Academic and Technical Skills.
6. Peer-to-Peer sharing on best practice in the CTE classroom and within CTE programs.

E3-Need B

Increased access for students to industry-recognized credentials that are connected to the Consortium's State Recognized Programs of Study.

Data²

- 16.2% of respondents indicated that "Industry Certifications" are going well in their CTE program(s).
- 45.5% of respondents indicated that "Industry Certifications" is an area of needed improvement in their CTE program(s).

E3-Need C

Increased access to early college credit.¹⁵

Regional Articulations are available for high school CTE instructors to connect their programs and courses to regional post-secondary institutions.

ELEMENT #4: IMPROVING RECRUITMENT, RETENTION, AND TRAINING OF CTE PROFESSIONALS, INCLUDING UNDERREPRESENTED GROUPS

PRIORITIZED NEEDS

Element 4: Improving recruitment, retention, and training of CTE professionals, including underrepresented groups

E4-Need A:

Access to high-quality professional development for CTE instructors, school counselors, school administrators, and Perkins-File reporting personnel.

Data⁹

- 32% of respondents indicated that if the Southeast Consortium could only do one thing to support CTE, it would be Professional Development and Job-Alike Regional Meetings. This doubled the next highest percentages of 16%: Teacher Licensure and Equipment.

E4-Need B

Instructor access to CTE licensure programs and instructor participation in CTE licensure programs, including the Southeast Minnesota CTE Licensure Cohort and the 2 + 2 CTE Instructor Program between Minnesota State College Southeast and Winona State University.

Data^{8 9}

- Of the 75 secondary instructors in State-Approved CTE Programs, 69% are fully licensed, 15% are on Tier 1 or Tier 2 licenses, 9% are on an Out-of-Field Permission, and 7% are non-CTE licensed.
- 11 Southeast Consortium instructors have indicated an interest⁸ in participating in a Southeast Minnesota CTE Licensure Cohort made possible through the Lakes Country Service Cooperative and the Southeast Service Cooperative.

E4-Need C

Increase retention and job satisfaction of post-secondary nursing faculty in both Practical Nursing and Associate of Science Nursing degree programs.

- According to Dean of Nursing and Allied Health Carrie Travis, Minnesota State College Southeast has experienced over 80% turnover in credentialed nursing faculty in the past 12 months.

ELEMENT #5: PROGRESS TOWARDS EQUAL ACCESS TO CTE PROGRAMS FOR ALL STUDENTS

PRIORITIZED NEEDS

Element 5: Progress towards equal access to CTE programs for all students

E5-Need A

Increased access to career pathways for students with IEPs in the Goodhue County Education District 18-21 Year-Old Transition Program (ACTE-SPED).

Data^{1 10 12}

- The Goodhue County Education District offers a State-Approved Work-Based Learning program (ACTE-SPED) and will be moving towards a Project SEARCH model to increase student access to applicable and meaningful career pathways.

E5-Need B

Increased access to job-ready skills for students with IEPs in the Hiawatha Valley Education District 18-21 Year-Old Transition Program(s) (ACTE-SPED).

Data^{1 10}

- The Hiawatha Valley Education District offers State-Approved Work-Based Learning programs (ACTE-SPED), which will include student participation in the Career Work Skills Challenge in Spring 2025.

E5-Need C

Alignment of IEP Goals with CTE Programs and Courses.

Data¹⁴

- There has not been a consortium-wide effort to draw connections between IEP Goals and Career and Technical Education (CTE) programs and courses.

E5-Need D

Increased number of students receiving English Learner programming enrolled in CTE programs and courses.

Data¹

- Students receiving English Learner services constitute slightly less than 2% of all CTE enrollments in the Southeast Consortium¹.

Data Sources

- ¹Minnesota Department of Education, Secure Reports / Carl Perkins Secure Reports. Accountability > Accountability: Enrollment [https://public.education.mn.gov/MDEAnalytics/DataSecure.jsp] (accessed February 2024).
- ²Southeast Consortium Comprehensive Local Needs Assessment Survey. [https://forms.gle/ochGu8uYmm2foQkY8] (Opened on 1/16/24, Closed on 2/14/24).
- ³Southeast Feedback, Consortium Business, Marketing, & Administration Secondary Instructors. Program Approval Cohort on 2.15.24 (in-person).
- ⁴Bluff Country Collaborative Student Survey. [paper/pencil] (opened/closed on 9/21/23).
- ⁵RealTime Talent, Workforce Trends Career & Technical Information Southeast Minnesota (No Listed Author). [https://www.minnstate.edu/system/cte/professionaldevelopment/documents/2023MNState-CTE-RegionalWorkforceTrends-SE-Region.pdf] (accessed February 2024).
- ⁶Minnesota Employment and Economic Development (DEED) (Amanda O’Connell). [https://mn.gov/deed/assets/091123_SE_tcm1045-133258.pdf] (accessed February 2024).
- ⁷FY24 Job-Alike Regional Meeting Schedule and Business Instructor Feedback
- ⁸Lakes Country Service Cooperative CTE Licensure Interest Survey [https://forms.gle/kSb5CpLbuMCN4mwd6] (Dustin Steenblock) (February 2024).
- ⁹Minnesota Professional Educator Licensing and Standards Board, License Lookup. [https://public.education.mn.gov/LicenseLookup/educator] (accessed at various times throughout the school year).
- ¹⁰Minnesota Department of Education, Program Approval Database. [https://education.mn.gov/MDE/dse/cte/progApp/] (accessed February 2024).
- ¹¹Perkins Collaborative Resource Network (PCRN), Employability Skills – Applied Knowledge > Applied Academic Skills > Math Strategies/Procedures. [https://cte.ed.gov/initiatives/employability-skills-framework] (access February 2024).
- ¹²Project SEARCH, Minnesota Department of Education/Department of Employment and Economic Development/Department of Human Services/Department of Administration (<https://www.mn.gov/projsrch/index.html>) (April 2, 2024).
- ¹³Minnesota State Colleges and Universities, Consortium Performance Indicators-Southeast Consortium (<https://www.minnstate.edu/system/cte/perkins-consortia.html>) (April 2, 2024)
- ¹⁴YES! Youth Employment Solutions Center, Lufkin M. and National Alliance for Partnerships in Equity (NAPE) <https://napequity.org/wp-content/uploads/CTE-Brief-2021-11-05.pdf> (April 5, 2024)
- ¹⁵Minnesota Department of Employment and Economic Development, High School Career and Technical Education as a Workforce Development and Retention Strategy, Alessia Leibert, <https://mn.gov/deed/newscenter/publications/trends/june-2022/high-school.jsp> (April 16, 2024)

Enter allocation amounts you received in your State letter in the YELLOW cells in columns B and C:	Basic	Reserve	Sec/PS Subtotals
Secondary Allocation:	\$182,192.57	\$46,608.42	\$228,800.99
Postsecondary Allocation:	\$161,714.90	\$46,608.42	\$208,323.32
Total Consortium Allocation:	\$343,907.47	\$93,216.84	\$437,124.31

INSERTING ADDITIONAL ROWS
<i>To insert additional rows on any of the four "Funding" tabs (to ensure that embedded formulas continue to work):</i>
1. Right-click on the row number of a empty row in the section for which additional rows are needed.
2. From the popup menu, select "Copy"
3. Right-click the same row again
4. From the popup menu, select "Insert Copied Cells"

DATA ENTRY
<i>Data entry on the four "Funding" tabs includes the following reminders:</i>
1. Do NOT change any information in rows 1 - 3.
2. Cells highlighted in YELLOW require data entry.
3. Dollar amounts entered beginning in row 4 do NOT require including amounts after the decimal point.
4. Do NOT make any entries in cells highlighted in GREEN or BLUE. These cells have formulas.

SUMMARY SPREADSHEET
Amount reported on the Summary Spreadsheet will auto-populate from other tabs in this Workbook. DO NOT enter any data on this spreadsheet.
Rows 47-52 allow you to compare your budget request totals to the allocation amounts entered above on this Instructions tab.
1. If the amount reported on the "Budget Over/Short" row is \$0...your request is equal to your allocation. This is the goal-- Congratulations!
2. If the amount reported on the "Budget Over/Short" row is shown in BLACK text in a white background cell--your request does not yet total the amount of your allocation. Return to the four "Funding" tabs to increase your requests as needed to reach the goal of \$0 yet to be allocated.
3. If the amount reported on the "Budget Over/Short" row is shown in RED text in a RED background cell--your request has exceeded the amount of your allocation. Return to the four "Funding" tabs to decrease your requests as needed to reach the goal of \$0 yet to be allocated.

STEP-BY-STEP INSTRUCTIONS FOR COMPLETION OF THE BUDGET WORKBOOK	
STEP #1	Enter the Secondary and Postsecondary Basic and Reserve totals from your consortium allocation letter in the yellow cells above.
	Enter Budget Line Items on the Basic Funding SEC 428 Worksheet. A. Enter the consortium name in cell A1. B. Select appropriate UFARS code using arrow to the right of the cell. C. Enter a description of the item.

STEP #2	<p>D. Enter the dollar amount under the appropriate Narrative column (#1-10).</p> <p>D. If budgeting an amount for administrative costs, not to exceed 5% of basic award, (ex: general office support costs related to grant administration, not grant programming and services to schools), enter the amount in the yellow cell at the bottom of column L.</p> <p>F. At the bottom of each Narrative column, identify which uses of funds are represented in the amounts budgeted--by typing an "X" in the box across from each applicable question. If no amounts are budgeted for a narrative, check the box for "Not applicable."</p>
STEP #3	<p>Enter Budget Line Items on the Reserve Funding SEC 475 worksheet.</p> <p>A. Select appropriate UFARS code using arrow to the right of the cell.</p> <p>B. Enter a description of the item.</p> <p>C. Enter the dollar amount under the appropriate column. If you enter an amount in column F, enter the new POS being developed/funded in cell F4.</p> <p>D. If budgeting an amount for administrative costs, not to exceed 5% of basic award, (ex: general office support costs related to grant administration, not grant programming and services to schools), enter the amount in the yellow cell at the bottom of column G.</p> <p>F. At the bottom of each Narrative column, identify which uses of funds are represented in the amounts budgeted--by typing an "X" in the box across from each applicable question. If no amounts are budgeted for a narrative, check the box for "Not applicable."</p>
STEP #4	<p>Complete the Budget Narrative SEC worksheet</p> <p>Follow instructions on the worksheet.</p>
STEP #5	<p>Enter Budget Line Items on the Basic Funding POSTSEC worksheet.</p> <p>A. Enter the item name.</p> <p>B. Enter a description of the item.</p> <p>C. Enter the dollar amount under the appropriate column.</p> <p>D. If budgeting an amount for administrative costs, not to exceed 5% of basic award, (ex: general office support costs related to grant administration, not grant programming and services to schools), enter the amount in the yellow cell at the bottom of column L.</p> <p>F. At the bottom of each Narrative column, identify which uses of funds are represented in the amounts budgeted--by typing an "X" in the box across from each applicable question. If no amounts are budgeted for a narrative, check the box for "Not applicable."</p>
STEP #5	<p>Enter Budget Line Items on the Reserve Funding POSTSEC worksheet.</p> <p>A. Enter the item name.</p> <p>B. Enter a description of the item.</p> <p>C. Enter the dollar amount under the appropriate column.</p> <p>D. If budgeting an amount for administrative costs, not to exceed 5% of basic award, (ex: general office support costs related to grant administration, not grant programming and services to schools), enter the amount in the yellow cell at the bottom of column G.</p> <p>F. At the bottom of each Narrative column, identify which uses of funds are represented in the amounts budgeted--by typing an "X" in the box across from each applicable question. If no amounts are budgeted for a narrative, check the box for "Not applicable."</p>
STEP #6	<p>Look at Rows 48 and 50 of the Summary Worksheet; dollar amounts should be zero. If there is a positive or negative amount listed, recheck the amounts you entered previously on the Basic and Reserve funding tabs.</p>
STEP #7	<p>Upload your completed budget spreadsheet to your state application Sharepoint site.</p>

SECONDARY Narrative for Perkins V Application

Describe how your consortium plans to use your Perkins award on **Personnel expenditures (100s and 200s)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Secondary Coordinator Salary and Benefits
2. \$38,379.00 (Basic/428 - 100s and 200s)
3. Narrative 10
4. CLNA Elements 1-5

1. Comprehensive Local Needs Assessment Stakeholder Partnerships
 2. \$1,493.11 (Basic/428-303)
 3. Narrative 1
 4. CLNA Elements 1-5
- Monitor implementation of two-year plan.

Describe how your consortium plans to use your Perkins award on **Services and Subawards expenditures (300s)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Programs of Study, Industry-Aligned Equipment
 2. \$35,657.00 (Basic/428-303)
 3. Narrative 2
 4. CLNA Element 2
- Funded POS #1 (Power Systems) -- Kenyon-Wanamingo
Funded POS #2 (Culinary) -- Caledonia (FCS, AFNR Interdisciplinary), Chatfield (AFNR Interdisciplinary), Dover-Eyota, La Crescent-Hokah
Funded POS #3 (Finance)
Funded POS #4 (Construction) – Goodhue, Kenyon-Wanamingo, Lanesboro
Funded POS #5 (Manufacturing/Production Process)
Funded POS #6 (Manufacturing/Production) -- Lanesboro, St. Charles (pending Program Approval)
Funded POS #7 (Information Technology)
Funded POS #8 (Early Childhood)
Funded POS #9 (Health Science)
Funded POS #10 (Transportation) – Houston

SECONDARY Narrative for Perkins V Application

Describe how your consortium plans to use your Perkins award on **Supplies and Materials expenditures (400s)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

Describe how your consortium plans to use your Perkins award on **Equipment/Capital expenditures (500s)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

SECONDARY Narrative for Perkins V Application

*Describe how your consortium plans to use your Perkins award on **Federal and Nonpublic Indirect Cost (895)**. No more than 5% of Basic total, and no more than 5% of Reserve total, can be spent for indirect costs.*

1. Goodhue County Education District, Indirect Cost
 2. \$9,109.00 (Basic/428-895)
 3. Narrative 11
 4. CLNA Elements 1-5
- Chargeback (no more than 5%).

1. Goodhue County Education District, Indirect Cost
 2. \$2,330.00 (Reserve/475-895)
 3. Narrative 11
 4. CLNA Elements 1-5
- Chargeback (no more than 5%).

*Describe how your consortium plans to use your Perkins award on **Reserve expenditures (from 475 tab)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which priority (POS or Gaps) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.*

1. Non-Traditional Recruitment and Support
 2. \$4,500.00 (Reserve/475-303)
 3. Narrative 11 [Performance Gaps – Non-Traditional Concentrators] (also connects to Narratives 5 and 9)
 4. CLNA Element 1
- Transportation and sub costs (as applicable) for schools to attend the Minnesota State College Southeast Women Exploring Trades/Tech/Transportation Day. This event is open to multiple schools across the Consortium.
1. CTE and Language Learners
 2. \$1,500.00 (Reserve/475-303)
 3. Narrative 11 [Performance Gaps – Non-Traditional Concentrators] (also connects to Narratives 5 and 9)
 4. CLNA Element 1
- Funding to support outreach and programming for Language Learners to have access to information and opportunities within CTE. This effort is designed for high school students who are emerging bilingual students – especially students new-to-country.
1. Professional Learning & Continuous Improvement Cohort
 2. \$11,135.57 (Reserve/475-303)
 3. Narrative 11 [Program Development and Improvement]
 4. CLNA Element 3
- Sub costs (as applicable) for a professional learning and continuous improvement cohort. Modeled after the Business Instructor Cohort, the time together will focus on the following:
1. Program alignment with Instructional Frameworks.
 2. Program alignment with Industry Standards.

3. Program alignment with Labor Market data.
4. Peer-to-Peer sharing on best practice in the CTE classroom and within CTE programs.

These cohorts will feature a mix of whole group and small group professional development.

The intended outcome is that students are in CTE courses in Southeast Minnesota that are aligned with industry and workforce needs.

1. Regional Articulation
2. \$2,142.85 (Reserve/475-303)
3. Narrative 11 [Program Development and Improvement] (also connects to Narrative 7)
4. CLNA Elements 2 and 3

Cost for active participation in the Southern Minnesota Regional Articulations. Articulation will be reviewed as part of our professional learning and continuous improvement process.

1. Youth Workforce Navigator – Bluff Country Collaborative
2. \$10,000.00 (Reserve/475-303)
3. Narrative 11 [Program Development and Improvement] (also connected to Narrative 6)
4. CLNA Element 2

Part of a braided funding model to support a full-time Youth Workforce Navigator for the Bluff Country Collaborative. This is a multi-school collaboration in Fillmore and Houston Counties that is anticipated to expand in FY25. The work of the Navigator is instrumental to career and college readiness for students in Southeast Minnesota.

1. Technology Engineering Careers (TEC) Network (St. Cloud State University)
2. \$15,000.00 (Reserve/475-303)
3. Narrative 11 [Program Development and Improvement] (also connects to Narratives 5, 8, and 9)
4. CLNA Element 2

Continued partnership with the TEC Network to give students access to industry-aligned equipment as well as hands-on career exploration and professional development for CTE instructors.

(1) DO NOT enter in Green or Blue cells. (2) Insert rows as needed above the green "Subtotal" rows. (3) You may DELETE unused, unshaded rows but DO NOT delete any Green or Blue shaded rows. (4) ENTER info in YELLOW cells.

Item	Brief Item Description (Provide detail on Budget Narrative tab)	Performance Gaps	Develop or Improve Programs of Study/ CTE Programs	TOTAL
			[Please see Narrative tab]	
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Personnel	SUBTOTAL	\$0.00	\$0.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Equipment	SUBTOTAL	\$0.00	\$0.00	\$0.00
Performance Gap Support	1P1, 2P1, 3P1, supports to students	\$23,278.42		\$23,278.42
CTE Teacher/Faculty Recruitment & Retention	Onboarding, Orientation, and support for new CTE instructors		\$21,000.00	\$21,000.00
				\$0.00
				\$0.00
				\$0.00
Non-Personnel	SUBTOTAL	\$23,278.42	\$21,000.00	\$44,278.42
Administration--Federal and Nonpublic Indirect Cost [Chargeback]--No more than 5% of Total (Enter amount in YELLOW cell at right)				\$2,330.00
2024-2025 Proposed Budget		\$23,278.42	\$21,000.00	\$46,608.42

Place an "X" in the cells to the right to identify which use(s) of funds from Section 135 of Perkins V are supported with budgeted amounts in each column:

	Performance Gaps	POS/CTE Programs
Provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a CTE program, in making informed plans and decisions about future education and career opportunities.		
Provide professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals.	X	
Provide within CTE the skills necessary to pursue careers in high-skill, high-wage, or in-demand industry sectors or occupations.	X	
Support integration of academic skills into CTE programs and programs of study.	X	
Plan and carry out elements that support the implementation of CTE programs and programs of study that result in increasing student achievement on performance indicators.	X	
Develop and implement evaluations of the activities carried out with funds under this part, including evaluations necessary to complete the local needs assessment and the local APR report.	X	
Not applicable.		

POSTSECONDARY Narrative for Perkins V Application

Describe how your consortium plans to use your Perkins award on **Personnel expenditures**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Faculty Time for summer Career Exploration Events
2. \$3,000
3. Narrative 2
4. CLNA Elements 2 & 5

1. Faculty time for curriculum development or improvement
2. \$8,000
3. Narrative 4
4. CLNA Element 2

1. Post-Secondary Coordinator and Perkins Assistant Salary and Benefits
2. \$62,750
3. Narrative 10
4. CLNA Elements 1-5/ Consortium Operations

Describe how your consortium plans to use your Perkins award on **Equipment expenditures**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Equipment;
2. \$63,316.94
3. Narrative 2
4. CLNA Element 2 / Industry-Aligned Equipment

POSTSECONDARY Narrative for Perkins V Application

Describe how your consortium plans to use your Perkins award on **Non-Personnel expenditures**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which narrative(s) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Transportation for career exploration events
2. \$750
3. Narrative 2
4. CLNA Element 2

1. Professional Development
2. \$1,750 – STEMForward Membership with Southeast Service Cooperative & \$14,062.96 – Support to Professionals - ACTE Vision Conference, Instructors to MAAE Ag Tech Conference, MACTA/ACTE Memberships for CTE Dean and Perkins Coordinator, CTE Works Conference
3. Narrative 3 & 8
4. CLNA Elements 1, 3, & 4

Describe how your consortium plans to use your Perkins award on **Federal and Nonpublic Indirect Cost (Administration)**. No more than 5% of Basic total, and no more than 5% of Reserve total, can be spent for indirect costs.

1. Administrative Assistant / Indirect 5%
2. \$8085.00
3. Narratives 10 & 11
4. CLNA Elements 1-5 / Consortium Operations

Describe how your consortium plans to use your Perkins award on **Reserve expenditures (from Reserve tab)**. Narrative for each expenditure requested should include: (1) item/expenditure requested; (2) budget amount requested; (3) identification of which priority (POS or Gaps) requested item is applied to; and (4) need identified in CLNA addressed with the expenditure.

1. Support to students
2. \$23,278.42
3. Narrative 11
4. CLNA Element 1 – Project Fine - \$6000, Hispanic Outreach - \$6000, Advising videos - \$4,000, Interpreter Services - \$2,000, Advising/Retention conference - \$4,481.50. Project Fine and Hispanic Outreach will be assisting with targeted high school and adult recruitment, assistance on registration and advising days, in person and materials recruitment and advising and program materials translation, etc.

1. CTE Instructor Recruitment& Retention

2. \$21,000
3. Narrative 11
4. CLNA Element 4 – Nursing instructor orientation and onboarding, ATI conference for Nursing faculty

1. 5% Indirect/ Reserve

2. \$2330

3. Narratives 10 & 11

4. CLNA Elements 1-5/ Consortium operations:

Form the Federal Office of Management and Budget:

Circular No. A-87

Attachment E

Section A: Part 1

Indirect costs are those that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved.

Indirect cost examples

Rent.

Utilities.

Insurance.

Professional fees.

Administrative expenses.

Office supplies.

Employee salaries.

Advertising.

Consortium Plan: Budget Summary 2022-2023

Southeast **July 1, 2024 - June 30, 2025 (FY25)**
Budget by Application Narratives

DO NOT enter ANY information below--All Amounts will Autopopulate from Other Tabs

Narrative 1: CLNA	Secondary	\$1,493.11		\$1,493.11
	Postsecondary		\$0.00	\$0.00
	Total	\$1,493.11	\$0.00	\$1,493.11
Narrative 2: Programs of Study	Secondary	\$91,404.46		\$91,404.46
	Postsecondary		\$67,066.94	\$67,066.94
	Total	\$91,404.46	\$67,066.94	\$158,471.40
Narrative 3: Partnerships WIOA, Etc.	Secondary	\$0.00		\$0.00
	Postsecondary		\$1,750.00	\$1,750.00
	Total	\$0.00	\$1,750.00	\$1,750.00
Narrative 4: Integrated Academic /Technical Skills	Secondary	\$20,770.00		\$20,770.00
	Postsecondary		\$8,000.00	\$8,000.00
	Total	\$20,770.00	\$8,000.00	\$28,770.00
Narrative 5: Special Populations	Secondary	\$0.00		\$0.00
	Postsecondary		\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00
Narrative 6: Work - Based Learning	Secondary	\$800.00		\$800.00
	Postsecondary		\$0.00	\$0.00
	Total	\$800.00	\$0.00	\$800.00
Narrative 7: Early College	Secondary	\$0.00		\$0.00
	Postsecondary		\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00
Narrative 8: Support for Professionals	Secondary	\$15,237.00		\$15,237.00
	Postsecondary		\$14,062.96	\$14,062.96
	Total	\$15,237.00	\$14,062.96	\$29,299.96
Narrative 9: Performance Gaps	Secondary	\$0.00		\$0.00
	Postsecondary		\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00
Narrative 10: Governance	Secondary	\$52,488.00		\$52,488.00
	Postsecondary		\$70,835.00	\$70,835.00
	Total	\$52,488.00	\$70,835.00	\$123,323.00
Narrative 11: Reserve Funds	Secondary	\$46,608.42		\$46,608.42
	Postsecondary		\$46,608.42	\$46,608.42
	Total	\$46,608.42	\$46,608.42	\$93,216.84
Indirect Cost/ Administration Chargeback (5%)	Secondary	\$11,439.00		\$11,439.00
	Postsecondary		\$10,415.00	\$10,415.00
	Total	\$11,439.00	\$10,415.00	\$21,854.00
PLAN TOTALS	Secondary	\$228,800.99		\$228,800.99
	Postsecondary		\$208,323.32	\$208,323.32
	Total	\$228,800.99	\$208,323.32	\$437,124.31

COMPARING PROPOSED BUDGET TO ALLOCATION AMOUNTS

	Basic	Reserve	Total
Secondary Allocation	\$182,192.57	\$46,608.42	\$228,800.99
Budget Over /Short	\$0.00	\$0.00	\$0.00
Postsecondary Allocation	\$161,714.90	\$46,608.42	\$208,323.32
Budget Over /Short	\$0.00	\$0.00	\$0.00

Position	Position Title	Name (FirstName LastName)	% of Time with	Secondary,	Date of Initial	Total	Funded thru	Narrative(s) in	Notes on Position Creation, Changes in Funding %,
1	Perkins Secondary Coordinator	Brian Cashman	30%	Secondary	7/1/2015	\$38,379	Basic	10	
3	Perkins Post Secondary Coordinator	Dawn Lubahn	30%	Postsecondary	12/22/2022	\$51,000	Basic	10	MAPE 4.5% COLA in July, Step Increase in December
4	Perkins Administrative Support	Cindy Kottke	20%	Postsecondary	8/1/2019	\$11,750	Basic	10	AFSME COLA in July



STATEMENT OF ASSURANCES & CERTIFICATIONS

1. The eligible sub-recipient (applicant) will comply with all requirements of Public Law 115-224, *Strengthening Career and Technical Education for the 21st Century Act (Perkins V)*, and all applicable federal and state rules and regulations, including timely reporting of fiscal and programmatic data.
2. The eligible sub-recipient will comply with all requirements imposed by the grantor agency concerning special legal requirements, program requirements, and other administrative requirements including the completion of Personnel Activity Reports.
3. Federal career and technical education funds shall be used to supplement state and local funds for career and technical education, and in no case to supplant (replace) such state or local funds.
4. None of the funds expended under this Act shall be used to purchase equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
5. Funds made available under this Act cannot be used: (1) to require any secondary school student to choose or pursue a specific career path or major; or (2) to mandate that any individual participate in a career and technical education program, including a career and technical education program that requires the attainment of a federally funded skill level, standard, or certificate of mastery.
6. The eligible sub-recipient shall comply with all regulations, policies, guidelines, and requirements included in the Education Division General Administrative Regulations (EDGAR) as they relate to the application, acceptance and use of federal funds for this project.
7. The eligible sub-recipient shall comply with the Vocational Education Guidelines for eliminating discrimination and denial of services on the basis of race, color, national origin, sex and handicap (45 CFR, Part 80) issued by the Bureau of Occupational and Adult Education, Department of Education and the Office of Civil Rights, March 21, 1979.
8. The eligible sub-recipient shall comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal land federally assisted programs.
9. The eligible sub-recipient shall comply with the minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of state and local governments.
10. The eligible sub-recipient shall establish safeguards to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
11. The eligible sub-recipient shall give the grantor agency or the Comptroller General through any responsible authority access and the right to examine all records, books, papers, or documents related to the awarding of these funds.
12. The eligible sub-recipient shall comply with all requirements imposed by the grantor agency concerning program size, scope and quality.
13. The consortium district and college administration assure that programs of study serving all populations of learners have been designed according to the process and that requirements have been documented.

I/we hereby certify that the information provided in this local application is true and correct to the best of my/our knowledge, information, and belief, and that the required assurances are given. All approved programs, services, and activities shall be conducted in accordance with state and federal laws, rules, regulations, and in accordance with the Minnesota Department of Education and Minnesota State Colleges and Universities policies and program standards.

ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College: <u>Minnesota State College Southeast</u>	
College President's Name (Print): <u>Dr. Marsha Danielson</u>	
Signature: 	Date: <u>4/25/24</u>
email: <u>marsha.danielson@southeastmn.edu</u>	
Phone: <u>507-453-2721</u>	

District Name: <u>Zumbota-Mareppa</u>	
District Number/Type: <u>2805/01</u>	
Superintendent's Name -- (Print): <u>Ryan Bamick</u>	
Signature: 	Date: <u>4/3/24</u>
email: <u>ryan@zmsch.k12.mn.us</u>	
Phone: <u>507-732-1400</u>	



STATEMENT OF ASSURANCES & CERTIFICATIONS

1. The eligible sub-recipient (applicant) will comply with all requirements of Public Law 115-224, *Strengthening Career and Technical Education for the 21st Century Act (Perkins V)*, and all applicable federal and state rules and regulations, including timely reporting of fiscal and programmatic data.
2. The eligible sub-recipient will comply with all requirements imposed by the grantor agency concerning special legal requirements, program requirements, and other administrative requirements including the completion of Personnel Activity Reports.
3. Federal career and technical education funds shall be used to supplement state and local funds for career and technical education, and in no case to supplant (replace) such state or local funds.
4. None of the funds expended under this Act shall be used to purchase equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
5. Funds made available under this Act cannot be used: (1) to require any secondary school student to choose or pursue a specific career path or major; or (2) to mandate that any individual participate in a career and technical education program, including a career and technical education program that requires the attainment of a federally funded skill level, standard, or certificate of mastery.
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8. The eligible sub-recipient shall comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal land federally assisted programs.
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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Winona </u>
District Number/Type:	<u> 0861 / 01 </u>
Superintendent's Name – (Print):	<u> Brad Berzinski </u>
Signature	
Date	<u> 4/4/2024 </u>
email:	<u> brad.berzinski@winona.k12.mn.us </u>
Phone:	<u> 507-494-0861 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

1. The eligible sub-recipient (applicant) will comply with all requirements of Public Law 115-224, *Strengthening Career and Technical Education for the 21st Century Act (Perkins V)*, and all applicable federal and state rules and regulations, including timely reporting of fiscal and programmatic data.
2. The eligible sub-recipient will comply with all requirements imposed by the grantor agency concerning special legal requirements, program requirements, and other administrative requirements including the completion of Personnel Activity Reports.
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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Wabasha-Kellogg </u>
District Number/Type:	<u> 0811/01 </u>
Superintendent's Name – (Print):	<u> Wels Onstad </u>
Signature	<u></u>
Date	<u> 4-9-24 </u>
email:	<u> nonstaid@wkelcons.org </u>
Phone:	<u> 651-565-3559 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u> <i>Dr. Marsha Danielson</i> </u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Spring Grove </u>
District Number/Type:	<u> 0297/01 </u>
Superintendent's Name – (Print):	<u> Rachel Udstuen </u>
Signature	<u> <i>Rachel Udstuen</i> </u>
Date	<u> 4/15/2024 </u>
email:	<u> rachel.udstuen@springgrove.k12.mn.us </u>
Phone:	<u> 507-498-3221 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	
	<u> 4/5/24 </u> Date
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> St. Charles </u>
District Number/Type:	<u> 0858/01 </u>
Superintendent's Name – (Print):	<u> Bill Ihrke </u>
Signature	
	<u> 4-10-2024 </u> Date
email:	<u> b.ihrke@schs.k12.mn.us </u>
Phone:	<u> 507-932-4420 </u>

I/we hereby certify that the information provided in this local application is true and correct to the best of my/our knowledge, information, and belief, and that the required assurances are given. All approved programs, services, and activities shall be conducted in accordance with state and federal laws, rules, regulations, and in accordance with the Minnesota Department of Education and Minnesota State Colleges and Universities policies and program standards.

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Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeast.mn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Rushford - Peterson </u>
District Number/Type:	<u> 0239 </u>
Superintendent's Name - (Print):	<u> Ben Bernardo </u>
Signature	
Date	<u> 4/19/24 </u>
email:	<u> ben.bernardo@r-p.schools.com </u>
Phone:	<u> 507-844-7785 </u>

(Duplicate as needed)



STATEMENT OF ASSURANCES & CERTIFICATIONS

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Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Red Wing </u>
District Number/Type:	<u> 0256/01 </u>
Superintendent's Name – (Print):	<u> Dr. Martina Wagner </u>
Signature	<u></u>
Date	<u> 4/9/24 </u>
email:	<u> mtwagner@rwps.org </u>
Phone:	<u> 651-385-4600 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Plainview-Elgin-Millville </u>
District Number/Type:	<u> J899/01 </u>
Superintendent's Name - (Print):	<u> Domin Strosahl </u>
Signature	<u></u>
Date	<u> 4/4/24 </u>
email:	<u> dstrosahl@isd12899.k12.mn.us </u>
Phone:	<u> 507-534-3651 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Mabel-Canton </u>
District Number/Type:	<u> 0238/01 </u>
Superintendent's Name – (Print):	<u> Gary Kuphal </u>
Signature	
Date	<u> 4/4/24 </u>
email:	<u> gkuphal@mabelcanton.org </u>
Phone:	<u> 507-493-5922 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature:	<u> <i>Dr. Marsha Danielson</i> </u>
Date:	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Lewiston-Altura </u>
District Number/Type:	<u> 0857/01 </u>
Superintendent's Name – (Print):	<u> Gwen Carman </u>
Signature:	<u> <i>Gwen Carman</i> </u>
Date:	<u> 4-3-2024 </u>
email:	<u> gcarman@lewalt.k12.mn.us </u>
Phone:	<u> 507-523-2191 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Lanesboro </u>
District Number/Type:	<u> 0229/01 </u>
Superintendent's Name -- (Print):	<u> Matt Schultz </u>
Signature	<u></u>
Date	<u> 4.3.2024 </u>
email:	<u> mattschultz@laneshoroschools.com </u>
Phone:	<u> 507-467-2229 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

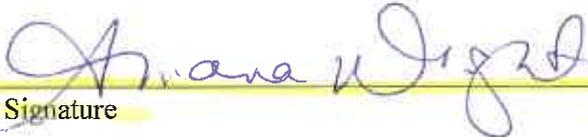
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Consortium Name: Southeast

College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Lake City </u>
District Number/Type:	<u> 0813/01 </u>
Superintendent's Name – (Print):	<u> Ariana Wright </u>
Signature	<u></u>
Date	<u> 4-3-24 </u>
email:	<u> awright@lake-city.k12.mn.us </u>
Phone:	<u> 651-345-4553 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u> <i>Dr. Marsha Danielson</i> </u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> La Crescent - Hokah </u>
District Number/Type:	<u> 0300/01 </u>
Superintendent's Name - (Print):	<u> Melinda Crowley </u>
Signature	<u> <i>Melinda A Crowley</i> </u>
Date	<u> 4/10/24 </u>
email:	<u> melinda.crowley@isd300.k12.mn.us </u>
Phone:	<u> 507-895-4484 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

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Consortium Name: _____

College:	Minnesota State College Southeast
College President's Name (Print):	Dr. Marsha Danielson
Signature	
Date	4/25/24
email:	marsha.danielson@southeastmn.edu
Phone:	507-453-2721

District Name:	Kenyon - Wauamingo
District Number/Type:	2172/01
Superintendent's Name - (Print):	Beth Giese
Signature	
Date	4/8/24
email:	bgiese@kw.k12.mn.us
Phone:	507-789-6186



STATEMENT OF ASSURANCES & CERTIFICATIONS

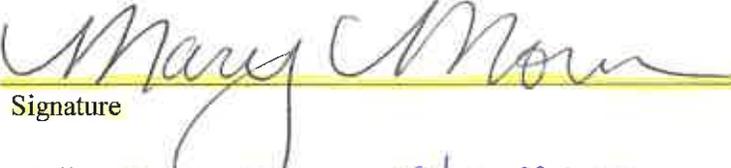
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Consortium Name: Southeast

College: <u> Minnesota State College Southeast </u>	
College President's Name (Print): <u> Dr. Marsha Danielson </u>	
Signature: <u></u>	Date: <u> 4/25/24 </u>
email: <u> marsha.danielson@southeastmn.edu </u>	
Phone: <u> 507-453-2721 </u>	

District Name: <u> Houston </u>	
District Number/Type: <u> 0294/01 </u>	
Superintendent's Name – (Print): <u> Mary Morem </u>	
Signature: <u></u>	Date: <u> 4-4-24 </u>
email: <u> mary.morem@hps0294.us </u>	
Phone: <u> 507-896-5323 </u>	



STATEMENT OF ASSURANCES & CERTIFICATIONS

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College:	<u> Minnesota State College Southeast </u>
College President's Name (Print):	<u> Dr. Marsha Danielson </u>
Signature	<u></u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Hiawatha Valley Education District </u>
District Number/Type:	<u> 6013-61 Education District </u>
Superintendent's Name - (Print):	<u> Deb Marcotte </u>
Signature	<u></u>
Date	<u> 04 / 03 / 2024 </u>
email:	<u> dmarcotte@hued.org </u>
Phone:	<u> 507-453-6332 507-452-1200 </u>



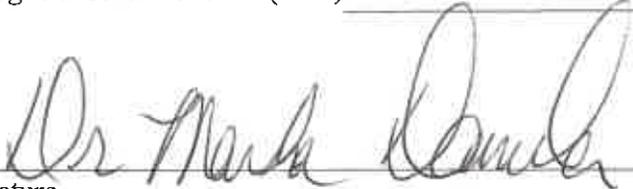
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Consortium Name: Southeast

College:	<u>Minnesota State College Southeast</u>
College President's Name (Print):	<u>Dr. Marsha Danielson</u>
Signature	
Date	<u>4/25/24</u>
email:	<u>marsha.danielson@southeastmn.edu</u>
Phone:	<u>507-453-2721</u>

District Name:	<u>Goodhue</u>
District Number/Type:	<u>0253 / 01</u>
Superintendent's Name - (Print):	<u>Dr. Evan Gough</u>
Signature	
Date	<u>4/3/24</u>
email:	<u>egough@goodhue.k12.mn.us</u>
Phone:	<u>651-923-4447</u>



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ALL STATEMENTS OF ASSURANCES AND CERTIFICATIONS MUST BE SIGNED:

Consortium Name: Southeast

College:	<u>Minnesota State College Southeast</u>
College President's Name (Print):	<u>Dr. Marsha Danielson</u>
Signature	
Date	<u>4/25/24</u>
email:	<u>marsha.danielson@southeastmn.edu</u>
Phone:	<u>507-453-2721</u>

District Name:	<u>Fillmore Central</u>
District Number/Type:	<u>2198/01</u>
Superintendent's Name -- (Print):	<u>Heath Olstad</u>
Signature	
Date	<u>4-4-24</u>
email:	<u>heath.olstad@isd2198.k12.mn.us</u>
Phone:	<u>507-886-6464</u>



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College: <u> Minnesota State College Southeast </u>
College President's Name (Print): <u> Dr. Marsha Danielson </u>
Signature <u> <i>Dr. Marsha Danielson</i> </u> Date <u> 4/25/24 </u>
email: <u> marsha.danielson@southeastmn.edu </u>
Phone: <u> 507-453-2721 </u>

District Name: <u> Dover-Eyota </u>
District Number/Type: <u> 0533/01 </u>
Superintendent's Name -- (Print): <u> Jeremy Frie </u>
Signature <u> <i>JFrie</i> </u> Date <u> 4/12/2024 </u>
email: <u> jeremyfrie@deschools.org </u>
Phone: <u> 507-545-2631 </u>



STATEMENT OF ASSURANCES & CERTIFICATIONS

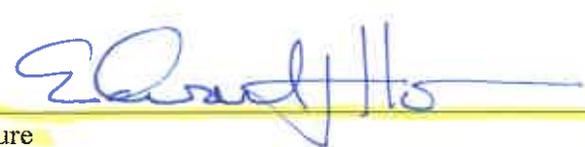
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Signature	
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Chatfield </u>
District Number/Type:	<u> 0227/01 </u>
Superintendent's Name – (Print):	<u> Ed Harris </u>
Signature	
Date	<u> 4.8.24 </u>
email:	<u> eharris@chatfield.k12.mn.us </u>
Phone:	<u> 507-867-4210 </u>



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Signature	
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Cannon Falls </u>
District Number/Type:	<u> 0252/01 </u>
Superintendent's Name – (Print):	<u> Jeff Sampson </u>
Signature	
Date	<u> 4-4-24 </u>
email:	<u> Sampson.jeff@cf.k12.mn.us </u>
Phone:	<u> 507-263-6800 </u>

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Signature	<u> <i>Dr. Marsha Danielson</i> </u>
Date	<u> 4/25/24 </u>
email:	<u> marsha.danielson@southeastmn.edu </u>
Phone:	<u> 507-453-2721 </u>

District Name:	<u> Caledonia </u>
District Number/Type:	<u> 0299/01 </u>
Superintendent's Name – (Print):	<u> Craig Ihrike </u>
Signature	<u> <i>Craig Ihrike</i> </u>
Date	<u> </u>
email:	<u> craig_ihrike@cps.k12.ma.us </u>
Phone:	<u> 507-725-3389 </u>