



CTE Monitoring for Perkins V

CTE and Innovation Department

November 4, 2020

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Agenda

- Overview of 3-Tiered Monitoring
- Timeline
- Process
- Expectations
- Forms and Evidence
- Corrective Action Plans
- Outcomes
- Resource Location

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Questions and Materials

- Type Questions into the Chat Box
- Download in the webinar panel:
 - DRAFT Desk Audit/On-Site Monitoring Questions and Required Evidence
 - DRAFT Corrective Action Plan
- Questions answered at natural breaking points in the presentation
- By 11/13, all materials posted at <https://www.isbe.net/CTE> under either a Monitoring Toolbar or a link to a separate page



CTE and Innovation Department

- Marci Johnson, Director, State CTE Director
- Andrew Klein – Agriculture Education
- Whitney Mehaffy, Health Science (Region 2, EFEs 020, 030 & 080)
- David Osborne, MOA/Civil Rights (Region 3)
- Steve Parrott, Tech & Engineering (Region 6, EFEs 070, 410, 425 & State Agencies/Institutions)
- Heather Strom, School Counseling (Region 4, EFEs 065, 450, 460, 470 & 550)
- Kristina Valentine, Human/Public Services (Region 1, EFEs 010, 040, 050 & 060)

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3-Tiered Monitoring

III – On-Site
Visit (High Risk)

II – Desk Audit
(Medium Risk)

I – Bi-Annual Call (All)



***NEW* CTE Monitoring Timeline**

Risk Assessment &
Determination of Tier
II & Tier III Monitoring
(May-June)

1st Bi-Annual Call
(July-September)

Desk Audits &
On-Site Visits
*(October-January) /
2nd BAC (Jan-April)*

*Final Reports (Feb)
/ Corrective Action
Plans (March-April)*



Tier I Monitoring

- Bi-Annual Call
 - **Purpose:** Check-in with all EFEs to determine technical assistance needs and identify best practices
 - **First Call:**
 - FY 2021: September–October 2020
 - Future Fiscal Years: July–September
 - Focus on prior FY data (Q3-Q5)
 - **Second Call:**
 - FY 2021: 1/11/21 – 3/31/21
 - Future Fiscal Years: January–April 15
 - Focus on current FY data (Q1 and Q2)
 - **Length of Each Call:** 30-45 minutes



Tier I Monitoring

- Bi-Annual Call Content
 - System Personnel
 - What do you feel is going well within your EFE System?
 - Are you struggling with anything?
 - How are you currently supporting your school districts and area career centers?
 - Do you have one best practice from your EFE System that you could share that can be replicated in other parts of the state?
 - *First Call* – What is one personal goal you have to enhance the support provided to your EFE System schools?
 - *Second call* – What progress have you made on this goal?



Tier II vs. III Monitoring

- Tier II – Desk Audit
 - **Purpose:** Ensure grant compliance, progress on goals and strategies, and support of continuous CTE program improvement; identify TA needs
 - **Timeframe:**
 - FY 2021: November 2020–January 2021
 - Future Fiscal Years: October–January
 - **Expectations:**
 - EFE System Director participation
 - Complete Desk Audit Form 1 week prior
 - Supply required evidence 1 week prior
- Tier III – On-Site
 - **Purpose:** Same
 - **Timeframe:** Same
 - Anticipate all virtual visits for FY 2021
 - **Expectations:**
 - EFE System Director and BOC Chair participation
 - Complete On-Site Visit Form 1 week prior
 - Supply required evidence 1 week prior
 - CTE Program Observations
 - 30-minute facilitated group interviews with EFE and school personnel



Tier II and III Monitoring Forms and Evidence

- Both cover:
 - *System Personnel*
 - *Continuous Program Improvement*
 - *System and Board of Control Operations*
- See DRAFT Desk Audit/On-Site Monitoring Questions and Required Evidence



Tier II vs. III Monitoring

- Tier II – Desk Audit
 - **Process:**
 - Ideally – Set up date 6 weeks out
 - EFE submit Form and Evidence 1 week out
 - Phone or online meeting to review form and evidence
 - ISBE requests missing evidence verbally and through email same day
 - EFE provides missing evidence within 1 week
 - ISBE finalizes report within 30 calendar days
- Tier III – On-Site
 - **Process:**
 - Ideally – Set up date 6 weeks out
 - EFE submit Form and Evidence 1 week out
 - Review form and evidence with Director and BOC Chair
 - ISBE requests missing evidence verbally and through email same day
 - EFE provides missing evidence within 1 week
 - CTE Program Observations based on program quality data
 - 30-minute facilitated interview with 5 groups:
 - EFE Staff
 - School Administrators
 - School Counselors
 - CTE Directors
 - CTE Teachers
 - ISBE finalizes report within 30 calendar days



Tier II vs. III Monitoring

- Tier II – Desk Audit
 - **Outcome:**
 - Compliant
 - Compliant with Recommendations
 - Non-Compliant
 - Requires Corrective Action Plan(s))
 - EFE submits plan(s) within 45 calendar days of receiving report
 - Review progress at 2nd Bi-Annual Call and before other anticipated dates of completion in the plan(s)
- Tier III – On-Site
 - **Outcome:** Same



Questions?



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Contact Us

(Updated 8/5/20)

- General Questions – cte@isbe.net
- Marci Johnson – marjohns@isbe.net
- Andrew Klein – aklein@isbe.net
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