

FAQs for College and Career Pathway Endorsement Coordinator Grant

- What is the purpose of the College and Career Pathway Endorsement (CCPE) grant?
 - The grant supports the creation of a new position to focus exclusively on developing capacity to offer programming necessary for students to earn CCPEs in their concentration (work-based learning and dual credit). This is related to [House Bill 3296](#), which requires Illinois schools to have at least one CCPE.
- What are the specific outcomes targeted?
 - Identify and address local gaps related to experiences leading to CCPEs
 - Increase number of districts approved to offer CCPEs.
 - Increase the number of Career and Technical Education (CTE) students attaining CCPEs
- Deliverables:
 - By July 15, 2022, participating Education for Employment (EFE) systems will create and initiate the hiring process (e.g., post for a College and Career Pathway Endorsement coordinator position) and communicate the completion of this milestone to ISBE.
 - By September 1, 2022, participating EFE systems will hire an individual for and initiate onboarding and supervision of the individual in the College and Career Pathway Endorsement coordinator position and communicate the completion of this milestone to ISBE.
 - The system will monitor the progress and outcomes associated with this pilot program and will report on these to ISBE in semiannual programmatic reports. All reports shall include, at a minimum, information about updates made to the work-based learning database for districts in the region.
 - All reports shall include, at a minimum, a count of the number of districts in the region approved to offer College and Career Pathway Endorsements.
 - All reports shall include, at a minimum, a count of districts that have added new programming components related to College and Career Pathway Endorsements.
 - All reports shall include, at a minimum, a list of new businesses with whom the coordinator has met about offering work-based learning experiences for students in the region.
 - All reports shall include, at a minimum, a listing of NEW dual credit CTE courses with associated community colleges that are being or will be offered the next semester in each district in the region.
 - All reports shall include, at a minimum, updates to the ISBE list of CTE directors in each district.
 - No later than January 31, 2023, each participating system must submit a report to ISBE outlining extant access and opportunity gaps, root causes of said gaps, and plans for how to address them. This shall include assessment of industry needs and corresponding academic programs as well as regional capacity to offer programs in

addition to plans to recruit students in various Special Populations and underrepresented groups.

- What needs to be submitted with the application?
 - An ISBE CCPE Coordinator Plan form, detailed job description, and application must be approved prior to spending. Approved budgets and plans are eligible to begin spending July 1, 2022
- What can this grant pay for?
 - Salary, benefits, professional development, and travel required for this newly created position. Necessary office equipment and supplies related to the position.
- What is the role of this coordinator?
 - See essential functions handout provided at May 4, 2022, System Directors Leadership Council (SDLC) meeting.
- What are the participation requirements of the incumbent for this role?
 - Participate in required professional learning as defined in SDLC handout: Talent Pipeline Management, CCPEs, Postsecondary and Career Expectations framework, work-based learning professional development, Dual Credit Quality Act, and additional training as determined by ISBE.
 - Coordinate with Local Workforce Area Career Coordinators
- Can a current part-time employee assume this role? Can a current part-time EFE director take on this role? Can this position be a part-time position?
 - While ideally it will be a full-time position, the region may determine its needs and percentage of time.
 - May supplement the cost of the position through existing Perkins funding; however, this funding cannot supplant for work being done in the region/districts. Can use Career and Technical Education Improvement ([CTEI](#) state) funding to braid only, not supplant.
 - Yes, a current part-time EFE director can take this one to make their position full time; however, time and effort will need to be kept ensuring this position is being covered appropriately.
- Is there a minimum expectation of hours worked for this role?
 - No. However, we are collecting data for the project so-it should produce measurable results.
- Can an existing position be altered to incorporate this role?
 - Yes. The current part-time role could be expanded if it is new work that is not already funded to support the intended work of this project and if the person is able to meet the expectations of the deliverables.
- Can this position be shared by more than one EFE system?
 - Yes. However, this may create a large student population, district, and/or geographic area for one person to manage. Partners must agree on one fiscal agent.
- Is the position subject to the Teachers' Retirement System (TRS)?
 - It may depend on the exact scope of the role in the region. Please consult TRS to determine.
- Can the position be contracted out, at least for a pilot period?
 - Yes.
- When will the funds be received?
 - This is Perkins funding, so it will be on a reimbursement basis.

- Can EFE systems “stipend out” the funds to districts?
 - No. This project should be a system approach.
- If an EFE system is not ready to apply in Year 1 (spring 2022), can it jump in on Year 2?
 - Availability in the second and third years is not guaranteed as this is based on future appropriations.
- What reporting will be required?
 - Midyear program report will be due December 20, 2022. The program report form will be available in fall 2022 and should be submitted to cte@isbe.net
 - The final year-end report will require disaggregated student data for Perkins Special Populations and race groups. Baseline measures should be determined prior to beginning activities. The end-of-year report also will include performance measures.
 - Quarterly expenditure reports will be required.