



FY20 Hennepin West Consortium

Prepared by Hennepin West Consortium
for Minnesota State Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

Submitted by Cynthia Muna

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Opportunity Details

Opportunity Information

TITLE

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

DESCRIPTION

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

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

FUND ACTIVITY CATEGORY

Education

OPPORTUNITY MANAGER

Jeralyn Jargo

OPPORTUNITY POSTED DATES

3/7/2019 5:00:00 AM

FUNDING OPPORTUNITY NUMBER

July2019

CFDA NUMBER

84.048A

PUBLIC LINK

<https://www.gotomygrants.com/Public/Opportunities/details/133af0b6-11c1-48e9-b759-9aaba9666e2c>

IS PUBLISHED

Yes

Award Information

AWARD PERIOD

07/01/2019 - 06/30/2020

EXPECTED NUMBER OF AWARDS

26

MATCHING REQUIREMENT

No

Submission Information

SUBMISSION WINDOW

03/13/2019 8:00 PM - 05/16/2019 7:00 PM Central Standard Time

SUBMISSION TIMELINE TYPE

One-Time

SUBMISSION TIMELINE ADDITIONAL INFORMATION

If, due to extenuating circumstances, you are unable to meet the May 16 deadline for submission, contact the State Director at 651-201-1650

Eligibility Information

ELIGIBILITY TYPE

Public

ADDITIONAL ELIGIBILITY INFORMATION

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

Additional Information

ADDITIONAL INFORMATION URL

<http://www.minnstate.edu/system/cte/index.html>

ADDITIONAL INFORMATION URL DESCRIPTION

Minnesota State Colleges and Universities Career and Technical Education

Project Information

Application Information

APPLICATION NAME

FY20 Hennepin West Consortium

TOTAL AMOUNT OF AWARD REQUESTED

\$1,688,726.83

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Project Description

Summary Narrative

REFER TO YOUR FY19, SUMMARY NARRATIVES PARTS ONE AND TWO IN ANSWERING THE FOLLOWING QUESTIONS:

1) HOW DOES YOUR CONSORTIUM APPLICATION PROPOSE TO USE YOUR LOCAL NEEDS ASSESSMENT TO SUPPORT THE CAREER AND TECHNICAL PROGRAMS SELECTED?

Each HWC (Hennepin West Consortium) coordinator will be asked to find committed stakeholders for the local needs assessment process. The process will be solidified at the summer 2019 HWC retreat. The Stakeholders Committee will include members of the community, college and high school administration, HWC leadership, teachers, faculty, business, industry, parents and students. The Stakeholders Committee will convene in the fall of 2019 and throughout FY20. After the committee reviews data (SLEDS, real time talent, DEED, etc.) provided by HWC, stakeholders will review the current Programs of Study (POS) and programs at colleges and high schools in order to make recommendations as to program viability. The formal local needs assessment will guide our development of new POS to include brokering and provide for recommendations to modify our current programming. Additional considerations for areas of support include workforce development needs as determined by labor market information, and areas of student need that can be reinforced by strategic use of Perkins funds.

The committee will be evaluated for the need of possible additional stakeholders for the FY21-23 grant years.

HWC colleges, in collaboration with the Brooklyn Bridge Alliance for Youth, have undertaken the Stop Drop Enroll Study, which will provide information regarding areas of student need. The research team is comprised of staff and student researchers from the three partnering organizations. They seek to learn why first year students from the colleges drop out or stop out (leave and return). Findings from this IRB approved, human-centered study will assist in formulating a plan to help students persist in their college pathway.

The four parts of this study include:

- Student enrollment data analysis of 23,000 first year student records to determine if predictive factors exist
- Online student Drop or Stop Out Surveys and faculty/staff surveys with the response goal of 1000 student surveys per 100 employee surveys
- Student and faculty/staff interviews to determine factors such as why students leave and assets that help them persist
- Photovoice consists of visually captured representations by students and about students, of why they stop out, drop out, or persist.

2) HOW DOES YOUR CONSORTIUM APPLICATION REFLECT THE INCREASED ATTENTION ON RECRUITMENT AND RETENTION OF TEACHERS?

Currently, the colleges follow the MinnState system hiring policies and practices to recruit qualified CTE applicants. Secondary positions are posted on district websites, local newspapers and professional organization websites. Candidates may be solicited from professional organizations, postsecondary programs, business and industry. CTE Directors and Perkins Coordinators through MACTA are active members on the ESSA legislative and licensure committees. Participation on these committees drives state regulations. HWC members are also called to testify on topics related to CTE. In addition, HWC supports the National Policy Seminar that promotes CTE on the federal level. CTE and Personnel Directors at the districts work to ensure potential teacher candidates are or can be licensed properly for CTE Out of Field, Tier 1 or Tier 2. The CTE Director mentors the new instructor and assists with developing a professional development plan to obtain full CTE licensure, which includes providing information on college certification programs, the portfolio process, professional organizations, and CTE curriculum/teaching standards.

3) IF YOUR CONSORTIUM IS PROPOSING MAJOR CHANGES TO YOUR FY19 SUMMARY PART ONE OR TWO IDENTIFY THE QUESTION WHOSE RESPONSE YOU ARE CHANGING AND DESCRIBE THE CHANGE BELOW.

The response to narrative question one has changed due to the federal and state emphasis on a formal local needs assessment. In the past, HWC has conducted an informal local needs assessment. The new process will expand our stakeholders and be formalized as it is referred to throughout the grant.

The response to narrative question two regarding hiring and retention of teachers and faculty continues to be priority. The licensure language has been updated to reflect new terminology. CTE Directors and Perkins Coordinators will actively support the mission(s) of MACTA and MnACTE regarding licensure and legislation impacting CTE.

COMMENTS FOR REVIEWER

Goal 1: Designing and Implementing Programs of Study

DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V. IN ADDITION, DOCUMENT YOUR PROGRESS AND PLANS ON DESIGNING, IMPLEMENTING, AND IMPROVING YOUR PROGRAM OF STUDY (POS). PROGRESS AND PLANS SHOULD INCLUDE PROVIDING PROFESSIONAL DEVELOPMENT, INITIATING LOCAL NEEDS ASSESSMENT, TECHNICAL SKILL ASSESSMENTS (TSAS) AND/OR INDUSTRY RECOGNIZED CREDENTIALS.

THE CONSORTIUM MUST BALANCE THE LOCAL NEEDS ASSESSMENT AND THE EXPECTATION THAT ALL LEARNERS HAVE EQUITABLE ACCESS TO CAREER OPPORTUNITIES.

THE GOAL BY 2022-2023 LOCAL APPLICATION IS TO HAVE EACH CONSORTIUM PROVIDE OPPORTUNITIES-POS- IN ALL SIX CAREER FIELDS. POS IS DEFINED AS "COORDINATED NONDUPLICATIVE SEQUENCE OF ACADEMIC AND TECHNICAL CONTENT AT THE SECONDARY TO POSTSECONDARY LEVEL."

RESOURCE: PERKINS V SECTION 3 (41). AGAIN, THE SEQUENCE MUST INCLUDE BOTH THE SECONDARY AND THE POSTSECONDARY CONTENT.

GOAL 1:

HWC will continue to evaluate the development of POS based on the new formal local needs assessment process. POS will be evaluated to determine if resources will be allocated to expand and improve the pathway in four of the six pathways. HWC will investigate creating a POS with the postsecondary Automation Robotics program, and Data Analytics. Consideration will also be given to developing a POS in an agricultural pathway.

Support will be provided for other CTE programming outside of HWC's existing POS and POS pathways. Many programs exist within HWC's offerings that do not directly connect across the high school to college transition or from the college to the high school, yet they are viable pathways to high skill, high wage or high demand careers and would benefit from additional support. A number of high school programs already utilize third party assessments and will continue to use TSA in FY20. Strategies will include identifying and administering TSA's, expanding high school to college or career transition programming to include advanced standing options (member districts and brokered), collaborating with business and industry, and developing resources for students with barriers to success such as economic disadvantages, nontraditional status, and language or cultural differences.

Both HWC colleges will investigate new Early Middle College programming in FY20. Groundwork has already been laid with Brooklyn Center Early College Academy and Robbinsdale District's Highview Alternative Learning Center, and these districts will formalize Early Middle College agreements with HTC in FY20 to increase the presence of their students taking college classes on campus. The programs point of contact will be the Resource Specialist at the HTC Brooklyn Park Campus. In addition, any early middle college student will now be able to take summer and/or developmental classes at HTC via updated PSEO legislation.

Additionally, HWC's intent is to expand career exploration from 5th grade through high school. By providing this information to this population of students, it will increase student awareness of career opportunities.

The consortium will identify the sub population marginalized students and develop strategies to allow equitable access to career opportunities. This may mean developing other approaches such as additional online courses at the secondary level. Individual accommodations are taken into consideration through the student Personal Learning Plan (PLP). A barrier to individual accommodation is the counselor to student ratio in most of the secondary districts in Minnesota.

NHCC has received NACEP accreditation status in FY19 and HTC will be seeking this accreditation in FY20. In addition, HWC continues to develop opportunities for degree and diploma graduates to transfer seamlessly from 2-year into 4-yr degree programs via articulation agreements.

- HTC has 95 approved agreements as of April 2019 and 47 additional agreements are being finalized. NHCC has 32 active agreements as per MN Transfer.
- HTC is currently developing agreements with a variety of both Minnesota State and non-Minnesota State institutions including: St. Mary's University (Law Enforcement), Concordia University (Graphic Design), University of Wisconsin-Stout (Video Production Specialist), University of Wisconsin-Superior (Child Development), Bemidji State University (various), and Metropolitan State University (various). NHCC will work to develop an agreement with St. Cloud State University in the Construction pathway.

COMMENTS FOR REVIEWER

Goal 2: Partner with business industry, and local communities

- **DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.**
- **EXAMPLES SHOULD INCLUDE, ADVISORY COMMITTEES, PARTNERSHIPS WITH ADULT BASIC EDUCATION (ABE), BUSINESS AND INDUSTRY, WORKFORCE CENTERS, AND CAREER AND TECHNICAL EDUCATION STUDENT ORGANIZATIONS (CTSOS).**
- **EXPERIENTIAL LEARNING AND FORMAL WORK-BASED LEARNING EXPERIENCES WITH BUSINESS AND INDUSTRY SHOULD BE DOCUMENTED.**

GOAL 2:

As we formalize our Stakeholders Committee, new partnerships will be created. HWC will be reviewing POS that provide opportunities for All Aspects of the Industry. HWC secondary will expand on implemented experiential learning opportunities including mentorships, e-mentorships, apprenticeships, job simulation, school run businesses, student organizations, internships, and in-school employment which will be reviewed to determine validity. HWC is also developing the career academy model which aides in the instruction of All Aspects of Industry and provides mentorships.

CTE and academic programs within high schools are beginning to partner to create curriculum which reflects real world experiences for students. Advisory and Stakeholder Committees are instrumental to the introduction of these real world projects. HWC and TwinWest have partnered to create teacher externships, student projects, student leadership activities, classroom field trips, and speakers. In addition, TwinWest facilitated the development of the MN Department of Labor & Industry grant to improve and expand the manufacturing pathway. Three high schools are actively involved and student internships are in process.

Based on input from employers, HWC college career services staff will spend more time in classrooms to prepare students prior to attending career fairs. In addition, tutoring staff from the Centers for Student Achievement will be collaborating more with Career Services to offer drop in resume assistance. For FY20, reverse career fairs will be offered in several program areas with well-prepared students seated and employers circulating.

HWC continues to recognize the importance of improving the image of CTE and educating students and parents on the career possibilities through CTE. As a result a new career exploration booklet will be developed, emphasizing our regional CTE POS. All schools will have an opportunity to create a supplement to highlight their local programs.

HWC continues to develop strategies to provide seamless opportunities from secondary to postsecondary and/or careers. Our goal is to provide opportunities for all students, therefore HWC provides CTE programming for ALC's charter schools, special education and programs such as, Gateway, STRIVE, AVID, and Propel that aim to close the achievement gap.

HWC will develop and deliver a CTE Month extravaganza for February 2020 including:

- Job shadowing for high school students and teachers
- SkillsUSA Week
- CTE opportunities video (featuring the many ways to gain CTE exposure through HTC with PSEO, CE, early middle colleges, choosing HTC for college, etc.)
- Business/Industry Event on college campuses
- HTC & Industry field trips (high school students in grades 9 – 12 field trip to HTC with an industry site tour on the same day)
- High School Counselor breakfast at HTC (to promote CTE month programming, field trips, etc.)
- Parent events to expose CTE options and the value of CTE
- Student social media contests for HTC scholarships using a CTE month at an HTC designated hashtag
- Concurrent, EMC (Early Middle College), PSEO students sharing their stories on social media
- Career experience story telling on social media
- Recognition of CTE month participation in the high schools (give certificates for participation and announce scholarship winners)

HWC develops best practices through connections with the business community by using a variety of advisory committee models such as:

- Individual program advisory committees by high school or colleges
- Joint advisory committees hosted by the colleges
- Combined district advisory committees, which alleviates pressure on businesses to be on multiple committees

Member districts continue to report findings from their advisory committees to the consortium leadership team, which is disseminated back to local district leadership. In FY20, TwinWest will be piloting a new consortium regional advisory committee on which HWC will participate.

New in FY20, HWC will introduce Pathways Coaches using a guided pathways model. The coaches will be divided into clusters focusing on academic and technical programs to help meet workforce needs within the region. Pathway coaches provide multiple resources for students navigating these programs, ensuring that they are getting their academic as well as non-cognitive needs met through holistic advising. These coaches will replace the former advising positions at NHCC and will engage with students from the point of initial application all the way through to completion.

A new approach is planned for Customized Training in FY20. Traditional short term, entry-level training will still be offered, but new open enrollment courses will be offered aimed at student success outcomes. The following two major barriers to success and an additional opportunity for wrap around training were identified for the Law Enforcement program:

1. Intro to Firearms: instructors identified this as a major stumbling block for students. Many have no previous experience with firearms and thus struggled to complete that portion of the course.
2. POST Prep: another issue is that students who seemed to be competent and qualified to pass the POST exam were not passing. The format of the written test is one major issue and this prep class is expected to help increase the pass rate.
3. Critical Incident Training (CIT) is a major area of focus for law enforcement agencies nationwide. It involves responding to a call where a person is experiencing a mental health episode (e.g. suicidal, stopped taking medication, etc). Two 8-hour courses will focus on this response method and also a larger 40-hour course, which can be taken by either students or law enforcement professionals.

To further develop and improve CTE programming, HWC hosted a Partnership Retreat (previously referred to as Community Outreach Symposium in the FY19 grant) with consortium partners from our high school and colleges, Minnesota Department of Education, Minnesota State Colleges and Universities, business & industry, TwinWest and students. The retreat provided an overview of Perkins V with a focus on collaboration. Our goals were to educate, highlight consortium achievements, discuss and gain input from our consortium partners. Topics included: Perkins V, POS versus program approval, reaching new student populations and the new local needs assessment. Due to the success of the Partnership Retreat, this will be replicated in FY20 with a focus on data and the results of the new local formal needs assessment. In reflection, Real Time Talent will be invited to speak as well as additional community members.

HWC partnered with MACTA, MNACTE, TwinWest, other Perkins consortia in the state of MN, business and industry to send a collective representation of CTE in MN to the National Policy Seminar in Washington DC. This work was successful and will continue in FY20.

COMMENTS FOR REVIEWER

Goal 3: Improve Service to Special Populations

- **DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V NOTING THE NEW CATEGORIES OF SPECIAL POPULATIONS.**
- **IN ADDITION, DOCUMENT YOUR STRATEGIES TO ENSURE ACCESS AND SUCCESS OF NONTRADITIONAL AND SPECIAL POPULATES IN CTE.**
- **EXAMPLES SHOULD INCLUDE PROFESSIONAL DEVELOPMENT AROUND CAREER ADVISEMENT, CULTURALLY COMPETENT CURRICULUM REVISIONS, AND OUTREACH EFFORTS TO RECRUIT AND RETAIN SPECIAL POPULATIONS OF STUDENTS.**

RESOURCE: PERKINS V SECTION 3 (48)

SPECIAL POPULATIONS: INDIVIDUALS WITH DISABILITIES, ECONOMICALLY DISADVANTAGED INCLUDING LOW INCOME YOUTH AND ADULTS, INDIVIDUALS PREPARING FOR NON-TRADITIONAL FIELDS, SINGLE PARENTS INCLUDING SINGLE PREGNANT WOMEN, OUT OF WORKFORCE INDIVIDUALS, ENGLISH LEARNERS, HOMELESS INDIVIDUALS, YOUTH WHO ARE IN OR HAVE AGED OUT OF FOSTER CARE SYSTEM, YOUTH WITH A PARENT WHO IS A MEMBER OF THE ARMED FORCES AND IS ON ACTIVE DUTY.

GOAL 3:

HWC is in its 3rd phase of their special populations plan implemented in FY18. Phase 1 was a year of investigating practices and barriers. The investigation uncovered the reality that teachers, counselors and administrators continue to need training on working with and understanding the needs of special populations. In Phase 2 (FY19), HWC continued to participate in state training opportunities (CTE Works, webinars, etc.). Active memberships are encouraged with ACTE, MnACTE and MACTA as they provide training in ways to attract nontraditional students to CTE programs. On the consortium level, guests are invited to monthly meetings to aide in strategy development. Teachers are encouraged to participate in training that analyzes/interprets data and to reach out to programs that are successful in attracting nontraditional students. MPMA's Manufacturing Day and Women in Technology will continue to be financially supported (e.g. substitutes, busses).

In Phase 3, FY20, there continues to be a need to improve services. HWC will continue the strategies from FY19. Our goal is to investigate training sessions for teachers and faculty to improve strategies that reach out and support special populations in traditional and nontraditional programs. The additional special populations listed in Perkins V will be researched through the new local formal needs assessment and data review. The local needs assessment will also assist us in redefining our targeted special populations and programs. Based on our current data, we have focused on health occupations as well as trade and industrial occupations. Prior areas of focus have been construction and law enforcement occupations.

A first year experience course called Foundations for College and Career Success will be piloted with HTC IT programs in fall 2019. Key features:

- Geared toward new or nearly new students
- 3 credit MN Transfer course
- Will fulfill a general education requirement
- Will include introductory job shadowing and internship experiences
- Cohort will be tracked to determine outcomes and level of success
- Data will inform continuous improvement of the course and expansion of offering

Furthermore, NHCC will collaborate with Osseo ABE and college faculty to provide a pathway to support special population students as they move through identified CTE gateway courses.

The following initiatives are planned for FY20 by HWC's Nontraditional Careers, Student Support Consultant:

- Coordinate Healthcare Career Fair Expo (November 2019) and Criminal Justice Career Fair Expo (Spring 2020) for HWC high schools with a focus 50/50 male/female representation in all careers.
- Bring 'Million Women Mentors Trailblazers' event to HTC to promote two-year technical career options. This will be offered during the day so that Hennepin West Consortium high school students can participate.
- Provide connections with Trail Blazers, Women Succeeding in Technology and other organizations, which provide guest speakers to secondary CTE classrooms.
- Host 'Unconventional Jobs/Unstoppable Women' for the Girl Scouts ConnectZ Program and expand to other high schools that make a request.
- Collaboration with HTC Robotics Program to increase participation of women students.

- Work with HTC/NHCC Marketing Departments to develop and/or expand nontraditional presence on website, including links to resources developed.
- Host HWC school districts for on-site visits to HTC/NHCC.
- Visit Tree House Youth in Brooklyn Park to give presentation on nontraditional careers with the help of current college students.
- Continuation of Women in Criminal Justice Speaker Series at NHCC.
- Continuation of various “Lean In” groups as requested by students. Investigate collaborating with the new Women’s Resource Center at NHCC.
- Begin “Males Who Care” Nursing Professional Development Student Group with NHCC faculty member, Christopher McKenzie.
- Present at 2019 CTE Conference on “Lessons in Nontraditional Career Programming”.
- Continued outreach to current nontraditional career students on both campuses via email introduction and invitation to connect for additional support.
- Continuation of Nontraditional Career Newsletter (email distribution to current HTC/NHCC students) each semester. This will also be shared with Hennepin West Consortium and other community partners.
- Involve current students to act as mentors to visiting high school students such as hosting classroom demonstrations.
- Continued outreach to community organizations: Million Women Mentors, Girl Scouts ConnectZ, Tree House Youth, and other opportunities that present collaborative educational promotion opportunities for the nontraditional career.

Our goal is to provide equity and access for all students to all CTE programs including nontraditional programs. HWC will continue to support programs that assist special populations to overcome barriers that can prevent program completion. Examples include: Strive, STEM Equity Pipeline, TRIO, Veterans Services, Disability Services, Special Education, Tutoring, Achievement Specialists, ELL, and organizations that mentor students such as Women in Engineering. For FY20, tutoring strategies will expand to include a broader HTC Online tutoring platform. This will encompass remote tutoring via Zoom, email or phone according to the preferences of the student. HTC Online will be promoted in classes, in D2L, and via the landing page on the college website. HTC Online is free and is offered in addition to the Tutor.com access that MinnState students are granted. The Centers for Student Achievement staff will also offer D2L Boot Camps and scholarship application support.

In response to the need to reduce or eliminate barriers to student matriculation and completion, NHCC will implement a one-stop service area for front line services. Upon completion some of the key features of the proposed Integrated Services Team will include:

- Cross-trained workgroup created through reorganization
- Ongoing and consistent dynamic training
- Electronic queuing system for students
- Comprehensive resource webpage with focus on student experience rather than internal processes

Both HWC colleges have introduced recent measures to assist students experiencing food or housing insecurity. The CARE Team at HTC provides personal hygiene items in the Resource Closet, the Student Senate has implemented a food pantry, and free food is also available at various locations around campus for any student who is hungry. The Community Connections Resource Center at NHCC works to link housing insecure students to various resources depending on their situation. Several organizations exist such as CEAP, Community Action Partnership (CAP), and the YMCA to which students can be referred. These organizations help students get enrolled in programs that can alleviate financial strain, sign up for Section-8 vouchers, or get on housing waiting lists. A youth support specialist from the YMCA comes to NHCC most Tuesdays in order to allow students to connect with a housing specialist. For students who are looking for general housing, several search engines are filtered by low-cost housing, low-income, section-8, disability accessible housing, etc. for the student to search themselves or with the help of a counselor. In housing emergencies, students are directed to shelters or to the Random Acts of Kindness (RAK) grant facilitators for a one-time assistance fund.

HWC is designing promotional materials for POS through our new career exploration booklet. The goal is to guide students to college and careers. There will be emphasis on nontraditional occupational areas by using appropriate graphic imaging along with business and/or career leader spotlights. Flyers will be created to demonstrate to stakeholders that the career exploration booklet is in process as well as assist with development of the booklet. The flyer will provide an avenue for pre-marketing of the POS.

HWC will continue to support Real Time Talent, advisory committees, www.CTEcreditMN.com, CTSO’s, professional development, and resource materials such as MCIS for teachers and students. Our partnership with TwinWest will provide new teacher and student

opportunities including student leadership experiences and expanded teacher externship programs.

Regionally, HWC's partnership with TwinWest has been successful. We will continue to forge ahead with new opportunities with TwinWest. Other strategies include: promotional materials, mentor-mentee programs, guest speakers that can relate to nontraditional students, career orientation workshops, job shadows, career interest assessments, resume and portfolio development, peer mentoring, school stores and work-based learning seminars that are geared toward special populations to access high skill, high wage or in demand careers.

COMMENTS FOR REVIEWER

Goal 4: Continuum of Service Provision for Enabling Student Transitions

DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.

EXAMPLES SHOULD INCLUDE EARLY COLLEGE CREDIT OPPORTUNITIES, ARTICULATION AGREEMENTS, CAREER AND COLLEGE READINESS ACTIVITIES, TRANSITION OF ADULT LEARNERS INTO THE WORKFORCE, AND BROKERING WITH OTHER CONSORTIA.

GOAL 4:

HWC has been successful leader in Continuum of Service Provision for Enabling Student Transitions. There will be minor revisions as HWC continues to provide relevancy in career and college readiness. HWC will continue to develop POS that emphasizes ACC, TSA, and other early college credit opportunities (CE, PLTW, CIS, AP, IB, and CLEP exams) to improve transition from high school to college. Through MNPOS, each pathway provides an early college credit opportunity in high school that transitions to college. In addition, HTC is in the process of seeking NACEP accreditation, and NHCC received accreditation in the spring of 2019.

Secondary schools continue to follow the direction of the World's Best Workforce Plan and integration of Personal Learning Plans. Resources are provided for professional development for teachers, guidance counselors and administrators in addition to resources for students such as MCIS. In addition, high schools offer experiential learning such as mentorships, internships and apprenticeships.

HWC secondary was awarded a Youth Skill Training Grant in partnership with TwinWest from the MN-DLI in FY19. In the year 1, the focus was on training for employers regarding the grant and preparing the employees to mentor students. In FY20, year 2, the opportunities for WBL will be increased for students (16 and older) which will include classroom instruction and part-time employment.

HWC college partners provide additional CE & ACC opportunities through brokering to neighboring districts outside of HWC based on geographical areas that their college(s) serves. Secondary schools broker with other colleges if the HWC partner colleges do not have the programming necessary to support the high school POS transition plan. As an example, secondary districts broker with Century College for college credit opportunities in Cyber Security.

HWC will continue to foster career academies across our member districts based on needs assessment of industry. SLEDS and Real Time Talent data will be analyzed to determine student transitions to determine future programming decisions. Through investigation of districts, other consortia and national programs, best practices will be utilized as well as brokering outside of the HWC. Fully developed academies will include transitions to postsecondary and/or careers.

COMMENTS FOR REVIEWER

Goal 5: Consortium Governance

DESCRIBE YOUR CONSORTIUM'S CONFIGURATION, SYSTEMS, AND OPERATIONS. PUTTING STUDENTS' NEEDS FIRST, WHAT ACTIONS WILL YOU TAKE DURING THE TRANSITION YEAR TO ADDRESS THE 2020 CONSORTIA CRITERIA?

BE BOLD, INNOVATIVE, AND FOCUSED ON CONTINUOUS IMPROVEMENT AND PROVIDING EQUITABLE ACCESS.

IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:

- **IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:**
- **MINIMUM OF ONE SCHOOL DISTRICT + ONE POSTSECONDARY MINNESOTA STATE COLLEGE**
- **MINIMUM OF 6 PROGRAMS OF STUDY**
 - **OF THESE 6 PROGRAMS OF STUDY, A MINIMUM OF 4 CAREER FIELDS MUST BE REPRESENTED**
 - **ALL COMPONENTS OF 3 OF THE 4 POS BY CAREER FIELD MUST BE PROVIDED WITHIN THE CONSORTIUM (IN OTHER WORDS ONLY 1 OF THE 4 POS CAN BE BROKERED.)**
- **GREATER THAN 1000 CTE PARTICIPANTS AT THE SECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR) OR GREATER THAN 1800 FYE AT THE POSTSECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR)**

GOAL 5:

Our structure has representation from each school district and both colleges, the Articulation Specialist, Non-Traditional Careers-Student Support Consultant and TwinWest representatives. Monthly meetings are used for collaboration on ideas and to inform partners. Postsecondary deans, faculty, specialists, secondary principals, teachers and leadership are invited and incorporated into meeting agendas as it relates to consortium goals.

Each year, a summer retreat is used to set the focus for the year and provide professional development. HWC has developed a vision for CTE in our area that includes ACC, CE programming, on-line courses, joint advisory partnerships and sharing CTE resources across HWC. HWC also utilizes the www.hennepinwestconsortium.org website, WebEx, as well as the Policy and Procedure Guide as tools for collaboration, planning, management and communications.

During a consortium meeting, those representatives that are present are eligible to vote on any motion that is made, following discussion. However, non-present representatives are able to cast a vote through another voting member present at the meeting. Members have the right to abstain.

Secondary and postsecondary leadership meet to discuss the budget for collaborative projects, meeting and professional development expenses, as well as individual partnering projects. Postsecondary representatives meet separately to discuss budget considerations that pertain to the colleges. Secondary utilizes a budget request form that includes rationale for budget requests that meet Perkins goals. Budgets are presented and discussed at the summer retreat.

HWC has conducted informal needs assessments in the past. This provided a way to adapt, improve or expand current programming and utilize funds. Advisory committees have been a strong source for our local informal needs assessment and program decisions.

New in FY20, a Stakeholders Committee will be formed. Members will be comprised of community, college administration, parents, students, consortium leadership, teachers, faculty, business representatives and school administration. This committee will meet three to six times during the academic year. This group will be essential in performing the formal local needs assessment as well as other consortium operations. POS will be reviewed for effectiveness and to determine if the program should be improved, discontinued or expanded. HWC is committed to continuous improvement in all aspects of the grant.

As required in Perkins V, a formal local needs assessment will provide HWC with a new perspective to look to the future in order to be more visionary and student centered. The Stakeholders Committee will review data but also be visionaries that ask the question, "How does this impact students?" The goal is to create programming and utilize funds in a unique way that other educators want to model. Some ideas to review and evaluate with the Stakeholders Committee in order to make new bold recommendations (not just a rebranding) while keeping the focus on students would be:

- Barriers (equity and access) to the programming such as course location, prerequisites, requirements, etc.
- Knowledgeable Experts including licensure and credentialing
- Various learning options (e.g. hybrid, online, all college credit options)
- Experiential learning opportunities
- Quality versus quantity
- Improving, expanding or discontinuing current POS
- Additional special populations listed in Perkins V

- Data review
- Prioritization of Perkins goals and strategies

The 2019 Partnership Retreat was successful in strengthening relationships. Therefore, we will hold our 2nd annual Partnership Retreat in the spring of 2020. HWC will sustain collaborative relationships with advisory committees, MnACTE, MACTA, and ACTE. In addition, HWC will continue to support leadership, stakeholders, teachers and faculty professional development.

COMMENTS FOR REVIEWER

Workforce Center Collaboration

ENTER INFORMATION INTO THIS TABLE AS IT APPLIES TO YOUR CONSORTIUM. THIS TABLE DOES NOT SELF-TABULATE. ADD TOTALS FROM POSTSECONDARY TOTAL (LINE 3) AND SECONDARY (LINE 6) AND ENTER THAT FIGURE IN TOTAL (LINE 7). IF THERE IS NO TOTAL OR DOLLAR AMOUNT IN A LINE, ENTER ZERO (0) IN THE CORRESPONDING SPOT.

WORKFORCE CENTER COLLABORATION

	Total(s)
(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	8000
(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with workforce Centers	65,000
Postsecondary Subtotal	73,000
(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	5000
(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with WorkForce Centers	0
Secondary Subtotal	5000
TOTAL	78000

COMMENTS FOR REVIEWER

Perkins Funded Positions

THIS SECTION ONLY REQUIRES THAT YOU PROVIDE NAMES AND POSITIONS FOR PERKINS FUNDED POSITIONS. UPLOAD THE POSITION DESCRIPTIONS FOR EACH INDIVIDUAL YOU IDENTIFIED IN THE TABLE. IF YOU HAVE MORE POSITION DESCRIPTIONS THAN ALLOWED IN THE SPACE BELOW, ATTACH THEM TO THE END OF THE APPLICATION.

LIST ALL PERKINS PARTIALLY- AND FULLY- FUNDED POSITIONS. INDICATE WHETHER THAT POSITION IS SECONDARY OR POSTSECONDARY AND THE PERCENTAGE OF TIME THAT POSITION IS FUNDED BY PERKINS AND THE AMOUNT FUNDED BY PERKINS.

PERKINS FUNDED POSITIONS

Name	Position	Secondary/Postsecondary	File Folder # (Secondary)	Percentage of Time	Amount
FY20 HTC Position 1	Perkins Director	Postsecondary		30%	32,123.00
FY20 HTC Position 2	CLA II Health Option	Postsecondary		75%	46,931.00
FY20 HTC Position 3	CLA II Gen Trades	Postsecondary		75%	48,544.00
FY20 HTC Position 4	CLA II Computer Applications	Postsecondary		75%	51,034.00
FY20 HTC Position 5	CLA II Science	Postsecondary		40%	23,290.00
FY20 HTC Position 6	CLA II Gen Trades	Postsecondary		intermittent	14,903.00
FY20 HTC Position 7	Student Services Asst Sr	Postsecondary		75%	53,303.00
FY20 HTC Position 8	CLA II Math and Computer	Postsecondary		75%	50,933.00
FY20 HTC Position 9	CLA II Tech Writing	Postsecondary		75%	49,016.00
FY20 HTC Position 10	Student Services Asst Sr	Postsecondary		75%	61,723.00
Jean Rakun	Perkins Director	Secondary	376325	50%	68,160.54
FY20 NHCC Position 1	NHCC Director Collaboration	Postsecondary		100%	101,226.00
FY20 NHCC Position 2	MnSCU AP 2	Postsecondary		75%	64,975.00

COMMENTS FOR REVIEWER

ATTACH ALL POSITION DESCRIPTIONS AS .PDF DOCUMENTS PRIOR TO SUBMITTING THIS APPLICATION

POSITION DESCRIPTION

FY20 HTC Position 1

POSITION DESCRIPTION

FY20 HTC Position 2

POSITION DESCRIPTION

FY20 HTC Position 3

POSITION DESCRIPTION

FY20 HTC Position 4

POSITION DESCRIPTION

FY20 HTC Position 5

POSITION DESCRIPTION

FY20 HTC Position 6

POSITION DESCRIPTION

FY20 HTC Position 7

POSITION DESCRIPTION

FY20 HTC Position 8

POSITION DESCRIPTION

FY20 HTC Position 9

POSITION DESCRIPTION

FY20 HTC Position 10

POSITION DESCRIPTION

Secondary Perkins Grant Coordinator

POSITION DESCRIPTION

NHCC Director of Consortia_Collaboration

Programs of Study- Career Pathway 1

Career Pathway 1

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Business, Management, and Administration

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Finance

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Accounting

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Accounting

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Eden Prairie HS - Accounting 140710 - 15

Hopkins HS - Accounting 140710 - 15

St. Louis Park HS - Introduction to Accounting 140710 - 15

Wayzata HS - Accounting - 140710 - 16

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Hennepin Technical College

North Hennepin Community Collge

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	Precision Exams Accounting	CLEP - Financial Accounting
Licensure		
Certification		
Industry Recognized Credential		

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S):

Academic Award		
TSA	NOCTI Financial & Managerial Accounting	NOCTI Accounting - Basic
Licensure		
Certification		
Industry Recognized Credential		

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED):

Accounting Placement Exam prepared by the CPA association formally from Kansas State University

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 2

Career Pathway 2

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Arts, Communications, and Information Systems ▼

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Information Technology ▼

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Programming & Software Development

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Information Technology

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Wayzata HS - AP Computer Science 171500 - 82, 83

St. Louis Park HS - AP Computer Science 140710 - 11

Hopkins HS - AP Computer Science 171500 - 82, 83

Maple Grove HS - PLTW Computer Science 171502 - 81

Park Center HS - PLTW Computer Science 171501 - 81

Osseo HS - PLTW Computer Science 171501 - 81

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Hennepin Technical College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S)

TSA	AP Computer Science	PLTW Principles of Computer Science
Licensure		
Certification		
Industry Recognized Credential		

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	21st Century Skills
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 3

Career Pathway 3

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Health Science Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Health Science

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Therapeutic Services

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Registered Nursing, Practical Nursing, EMT, Paramedic

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Osseo HS Nursing Assistant (NAR) 70303 - 22

District 287 Nursing Assistant (NAR) 70303 - 22

St. Louis Park HS Health Care Core/Health Professional Technician 70208 - 02

Osseo HS Emergency Medical Technician 70907 - 27

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

North Hennepin Community College - Registered Nursing

Hennepin Technical College - Practical Nursing

Hennepin Technical College - Emergency Medical Services

Hennepin Technical College - Community Paramedic

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	Precision Exams Medical Terminology
Licensure	MN Dept. of Health Nursing Ass't. Registered
Certification	National Registry of EMT - EMT Basic
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award			
TSA			
Licensure	NCLEX - RN	Nat. Registry EMT (Basic Exam)	Nat. Registry EMT - Paramedic
Certification			
Industry Recognized Credential			

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 4

Career Pathway 4

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Arts, Communications, and Information Systems ▼

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Information Technology ▼

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Information Support and Systems

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Information Technology and CISCO

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Wayzata HS Computer Technician Essentials 17152 - 10

Hopkins HS A+ Computer Technician II 17152 - 05

St. Louis Park HS A+ Computer Technician II 17152 - 10

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Hennepin Technical College

Anoka Ramsey Community College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA		
Licensure		
Certification	CISCO	
Industry Recognized Credential	COMP TIA Test Out	COMP TIA Test Out

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	NOCTI 21st Century Skills
Licensure	
Certification	CISCO
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 5

Career Pathway 5

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology ▼

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Science, Technology, Engineering, and Mathematics ▼

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Engineering and Technology

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Engineering Technology

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Eden Prairie HS PLTW Digital Electronics 17110 - 75

Eden Prairie HS PLTW Introduction to Engineering Design 171710 - 74

Maple Grove HS PLTW Principles of Engineering 171502 - 73

Mnnetonka HS PLTW Principles of Engineering 171502 - 73

Osseo HS PLTW Principles of Engineering 171502 - 73

Park Center HS PLTW Principles of Engineering 171502 73

Osseo HS PLTW Principles of Engineering 171502 - 73

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Normandale Community College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	PLTW Principles of Engineering	PLTW Digital Electronics	PLTW Introduction to Engineering Design
Licensure			
Certification			

Industry Recognized Credential			
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RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	PLTW Principles of Engineering
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 6

Career Pathway 6

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Arts, Communications, and Information Systems ▼

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Arts, Audio/Video Technology and Communications ▼

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Web & Digital Communications

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Interactive Design

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Wayzata HS Web Design & Deigital 171502 - 41

Wayzata HS Graphic Design 171502 - 42

Maple Grove HS Web Design & Digital 140710 - 64

Park Center HS Web Design & Digital 140710 - 64

Osseo HS Web Design & Digital 140710 - 64

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

North Hennepin Community College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL

TSA	Certiport Visual Communications Using Adobe Photoshop Certification
Licensure	
Certification	
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	Certiport Visual Communications Using Adobe Photoshop Certification Exam
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 7

Career Pathway 7

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Human Services

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Human Services

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Early Childhood Development & Services

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Child Development

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Wayzata HS Family and Consumer Science 09101 - 40

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Hennepin Technical College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	Precision Exams Early Childhood Education I
Licensure	
Certification	
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)**
- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)**

- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	NOCTI Early Childhood Care & Training Advanced
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Additional Documentation

ADDITIONAL DOCUMENTATION MAY BE UPLOADED HERE. THE REQUIRED UPLOADS ARE: STATEMENTS OF ASSURANCE, SECONDARY SUPPLEMENT BUDGET, AND CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY. STATEMENTS OF ASSURANCE SHOULD BE COMBINED AND UPLOADED AS ONE SINGLE PDF. THE REMAINING FIELDS ARE AVAILABLE AS NEEDED IF APPLICANTS HAVE ADDITIONAL MATERIAL TO SHARE.

STATEMENTS OF ASSURANCE:

statementofassurance20

SECONDARY SUPPLEMENTAL BUDGET:

HWC Perkins Secondary Budget Summary spreadsheet FY20

CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY

HWC Equipment Lists FY17-19

ADDITIONAL MATERIAL:

FY20 HTC Statement of Assurance

ADDITIONAL MATERIAL:

HWC Secondary Statement of Assurances & Certificates FY20

ADDITIONAL MATERIAL:

Budget

Proposed Budget

	Grant Funded	Total Budgeted
Goal 1		
CHSP operations	\$19,700.00	\$19,700.00
College TSAs	\$3,000.00	\$3,000.00
Professional Development	\$3,500.00	\$3,500.00
RFP/Permissible Expenses	\$51,087.00	\$51,087.00
Subtotal	\$77,287.00	\$77,287.00
Goal 2		
Career experience events	\$25,845.00	\$25,845.00
CTE Month	\$27,000.00	\$27,000.00
Experiential Learning	\$30,000.00	\$30,000.00
Internships	\$25,000.00	\$25,000.00
Nontraditional Consultant	\$25,000.00	\$25,000.00
RFP/Permissible Expenses	\$59,665.00	\$59,665.00
Subtotal	\$192,510.00	\$192,510.00
Goal 3		
LRC/DS Operations	\$16,000.00	\$16,000.00
Peer Tutors and Notetakers	\$15,000.00	\$15,000.00
Perkins reserve, health tutoring	\$28,591.00	\$28,591.00
RFP/Permissible Expenses	\$59,667.00	\$59,667.00
Tutor.com	\$5,000.00	\$5,000.00
Vista worker	\$5,000.00	\$5,000.00
Subtotal	\$129,258.00	\$129,258.00
Goal 4		
Brokering	\$0.01	\$0.01
Subtotal	\$0.01	\$0.01
Goal 5		
Perkins Director	\$50,614.00	\$50,614.00
Perkins Director	\$32,123.00	\$32,123.00
Secondary TSA's	\$10,000.00	\$10,000.00
Subtotal	\$92,737.00	\$92,737.00

	Grant Funded	Total Budgeted
Goal 2		
CTE Advisors/Career Coaches	\$204,930.00	\$204,930.00
Perkins Director	\$50,613.00	\$50,613.00
Subtotal	\$255,543.00	\$255,543.00
Goal 3		
CLA II's	\$378,000.00	\$378,000.00
Subtotal	\$378,000.00	\$378,000.00
Total Proposed Cost	\$1,125,335.01	\$1,125,335.01

Proposed Budget Narrative

Goal 1

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

College TSAs

-College TSA's

CHSP operations

Contracts (13,100), website (600), food for Perkins meetings (6000)

Professional Development

Registration for faculty or staff for CTE Works! or other Perkins/CTE events

RFP/Permissible Expenses

RFP/Permissible expenses to be determined, for POS development or in programs where HWC has POS, includes 21,489 of reserve funds

Goal 2

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Career experience events

Up to 15 career experience events and/or reverse career fairs, professional development for staff

CTE Month

CTE Month expenses for marketing CTE

Nontraditional Consultant

-Developing and implementing nontrad programming -Food for events

RFP/Permissible Expenses

RFP/Permissible Projects to be determined

Internships

-for career placement, CSCI and CIS

Experiential Learning

Experiential learning project

Perkins Director

overseeing Perkins work

CTE Advisors/Career Coaches

-Advising and coaching CTE students from application to graduation, 75% Perkins

Goal 4

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Goal 5

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Secondary TSA's

expenses for secondaries to offer TSA's

Perkins Director

overseeing Perkins work

Perkins Director

overseeing Perkins work

Goal 3

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type'

drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

CLA II's

Tutors and Student Services Sr's, 75% or less Perkins

Perkins reserve, health tutoring

Portion of health tutor

Peer Tutors and Notetakers

student tutors and notetakers

Vista worker

Support for student needs to aid retention

LRC/DS Operations

nonpersonnel funds for operating the LRC's and DS offices

Tutor.com

Software for management of CTE tutoring

RFP/Permissible Expenses

for Perkins eligible projects to be determined