

Carl D. Perkins Monthly Conference Call
Tuesday, May 13, 2008
2:00 P.M.-3:00 P.M.

Meeting Minutes
(Minutes prepared by Tawanna Fields-Mphande)

Purpose of meeting: Review of the Carl D. Perkins Career and Technical Education Act of 2006 Local Five-Year Performance Plan.

Welcome and Introduction

Tony Landis, Assistant Director, Ohio Board of Regents (OBR) provided a welcome to the Perkins coordinators and gave a brief overview of the meeting. Brief introductions were given.

The focus of this meeting is to review the following:

- The Five-Year Performance Plan
- Plan submission process
- Q/A session

Question/Answer

- **Concerning the format of the performance plan, do we need to select all the options listed in the document?**
 - Select/list the activities that best describes your local program
- **Do we submit the Five-year Performance Plan to the College Tech Prep representative?**
 - Submit the plan to Ohio Board of Regents (OBR) attention **Anthony Landis** at alandis@regents.state.oh.us. However, the CTP representative should be a part of your planning process because of the 3% earmarked for “support for learners success”
- **How does the Comprehensive Continuous Improvement Plan work?**
 - The Comprehensive Continuous Improvement Plan (CCIP) is a unified grants application and verification system that consists of two parts: the Planning Tool and the Funding Application.
 - The Planning Tool contains the goals, strategies, action steps, and district goal amounts for all grants in the CCIP. The Funding Application contains the budget, budget details, nonpublic services and other related pages.
 - Contact person for the CCIP grant approval process is Nenna Davis at nenna.davis@ode.state.oh.us
 - The funding for the CCIP is posted on June 1, 2008 and the disbursement of funds is July 1, 2008
- **Should we complete the Corrective Action Plan (CAP) albeit the CAP overlaps with the Five-year planning process?**
 - Yes, this process is necessary for compliance purposes, it is important that we complete the FY2008 audit process. I understand this is duplicative work for the Perkins coordinators but it is required by the state. However, I will speak with Ohio Department of Education with reference to revising the CAP Follow-up process.
- **Are we supposed to create the technical skill assessment?**
 - No, the state will identify existing appropriate technical skill attainments that are aligned with industry-recognized standards.
 - All test will meet validity and reliability criteria as established by the state

- **In regards to the 3% earmarked for CTP, do we need to go outside the scope of work that we have already established with our CTP partners?**
 - The 3% allocation earmarked for CTP is to foster “support for learners of success”. The earmarked funds can be used to enhance existing relationship with CTP partner or the creation of new programs.

Next Steps

Create the Carl D. Perkins Advisory committee

- The committees will serve as advisory board and assist with the ongoing development of the Five-year plan
- Encourage collaboration with stakeholders and disseminating information to the business and industries
- The advisory group will make recommendations and/or provide key information and materials
- Define the role/purpose of the advisory board , duration, guidelines for membership, how it contributes knowledge and skills, and any structures/policies from which the advisory group interacts with other organization members

Perkins Updates

- The five-year local plan is available on the Ohio Department Education (ODE) website @ www.ode.state.oh.us. To access this information without difficulty type “local plan” in the search engine.
- The plan is due June 1, 2008
- Next conference call **June 12, 2008** from 2PM-3PM