

**CONNECTICUT STATE DEPARTMENT OF EDUCATION
Career and Technical Education (CTE)**

**Carl D. Perkins Continuous Improvement Plan
Completion Forms
Secondary and Postsecondary Education
2015-16**

Carl D. Perkins Career and Technical Education
Improvement Act of 2006
Public Law 109-270

Due: May 15, 2015

**Academic Office
Connecticut State Department of Education
Hartford, Connecticut**



**Carl D. Perkins Grant
Secondary Continuous Improvement Plan**

Per Section 123 of the Carl D. Perkins Career and Technical Improvement Act of 2006, the state is responsible to monitor and hold accountable all grant recipients for performance on all of the core indicators. Section 123 requires implementation of program improvement plans which address failure of eligible agencies to meet the state adjusted performance levels of any of the core indicators of performance. The section also references consequence when there is failure to make substantial progress to meet the purpose of the Act or to implement responsibilities under the Act.

Listed below are the academic performance targets utilized for Perkins and the No Child Left Behind (NCLB) Act. Below are the levels negotiated with the U.S. Department of Education through 2014.

Academic Core Indicator Performance Targets for Secondary Schools

State Response and State Activities for Meeting Standards				
	Reading		Mathematics	
	AYP Level	Suggested Annual Targets	AYP Level	Suggested Annual Targets
2002-03	62%	62%	59%	59%
2003-04		65%		62%
2004-05		72%		69%
2005-06	72%	75%	69%	73%
2006-07		78%		76%
2007-08		81%		80%
2008-09	81%	84%	80%	83%
2009-10		88%		87%
2010-11		91%		90%
2011-12	91%	96%	90%	95%
2012-13		99%		98%
2013-14	100%	100%	100%	100%
2014-15				

To continue funding for FY 2015-16, each district/community college is required to complete a Continuous Improvement Plan (CIP) for the incremental improvement of all CTE career clusters/areas of concentration and the core indicators where performance levels for 2014-15 were **not** met. In addition, each district/community college must modify or complete a plan to show enhancement to the existing Perkins Five-Year Plan under the expansion section located on page 3. Continuous Improvement Plan Templates on Pages 4-8 relate to secondary programs only.

Instructions to complete the CIP are located on the Connecticut State Department of Education (CSDE) Web site at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2678&q=320802&sdePNavCtr=#45488>, titled *Continuous Improvement Plan Guide*. Each district/community college must submit the CIP and proposals, **irrespective of means of transmittal or postmark date, by 4:30 p.m. on Friday, May 15, 2015**. Proposals submitted become the property of the CSDE and a part of the public domain. **One original and one copy of all sections of the grant with original signatures, including the ED 114 and budget narrative, must be mailed or delivered to Lori Matyjas to the address below.**

<p><u>Mailing Address</u> Lori Matyjas, Program Manager Connecticut State Department of Education Academic Office P.O. Box 2219, Hartford, CT 06145</p>	<p><u>Delivery Address</u> Lori Matyjas, Program Manager Connecticut State Department of Education Academic Office 165 Capitol Avenue, Room #215, Hartford, CT 06106</p>
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**Carl D. Perkins Continuous Improvement Plan 2015-16
Cover Sheet**

Grantee: _____
(District or Community College)

Contact: _____

Address: _____

E-mail: _____ Phone: _____

Continuous Improvement Team (identify district/community college team leader):

Administrators: _____

Teachers: _____

School Counselors: _____

Other: _____

CIPs attached for the following career cluster/areas of concentration-assessment/clusters:

Areas of Concentration (Secondary)

- Accounting
- Agriculture Mechanics
- Animal Science
- Aquaculture and Marine-Related Technologies
- Automotive Technology
- Business Management
- Certified Nursing Assistant (CNA)
- Computer Aided Drafting and Design
- Computer Information Systems
- Cooperative Work Education (CWE)
- Culinary and Food Production
- Digital Video Production Systems
- Early Childhood Education and Services
- Marketing Education
- Medical Careers Education
- Natural Resources and Environmental Science
- Nutrition, Food Production
- Personal Finance
- Plant Science
- Engineering Technology
- Textiles & Design
- Wood Technology
- Non-assessed career pathway:

Career Clusters (Secondary and Postsecondary)

- Agriculture and Natural Resources
- Arts, Audio Video Tech, and Communication Services
- Business and Administrative Services
- Construction
- Education and Training services
- Financial Services
- Health Services
- Human Services
- Hospitality and Tourism
- Information Technology Telecom Services
- Legal and Protective Services
- Manufacturing
- Public Administration/Government Services
- Scientific Research Engineering and Technical Services
- Transportation, Distribution and Logistics Services
- Wholesale/Retail Sales and Services

**SECONDARY Continuous Improvement Plan Templates: 2015-16
Carl D. Perkins IV**

**CAREER & TECHNICAL EDUCATION
COURSE INFORMATION CHART**

Please list **all** Career & Technical Education courses offered in your district by secondary school.

Name of Secondary School _____

Career Cluster/Area of Concentration Alignment For all CTE courses, if applicable, specify the area of concentration that the course is aligned that includes the instruction of the competencies of the 2015 Connecticut Performance Standards and Competencies (PS&C).	Title of CTE Course	2014-15 Enrollment What was the approximate total enrollment for this course, including all sections?

**SECONDARY Continuous Improvement Plan Templates: 2015-16
Carl D. Perkins IV**

**CAREER & TECHNICAL EDUCATION
TEACHERS AND CERTIFICATION
INFORMATION CHART**

Please list **all** CTE teachers for all CTE courses offered in your school district by school. Include each CTE teacher’s certification and e-mail address.

Name of Secondary School _____

Name of CTE Teacher	Education Certification Endorsements List by endorsement number(s) the certification(s) that this teacher currently holds.	CTE COURSES TAUGHT List all CTE courses taught by this teacher.	E-mail Address of teacher

SECONDARY Continuous Improvement Plan Templates: 2015-16

Carl D. Perkins IV

**CAREER & TECHNICAL EDUCATION
CONCENTRATION & CONCENTRATORS**

Overview

1. All secondary schools receiving Perkins funds must align their CTE courses with the Connecticut State Performance Standards and Competencies, if applicable, positioning all CTE courses to provide instruction in a portion, if not all, of the competencies in a specific area of concentration.
2. A concentrator is any student who has received instruction in all of the competencies of one of the 21 state recognized areas of concentration, identified in the Connecticut State Performance Standards and Competences (2015 version).
3. To receive Perkins funds, a secondary school must have:
 - At least one area of concentration that results in concentrators;
 - A minimum of ten (10) concentrators unless reasons preventing this minimum number are provided on this template; and
 - A plan for the continuous improvement of:
 - concentrator scores (skill attainment) in the Connecticut Statewide CTE Assessment;
 - the number of concentrators to be tested in 2016.

Instructions

Please complete the following concentration/concentrator template by secondary school.

Name of Secondary School _____

<p align="center">2015 Areas of Concentration</p>	<p align="center">Number of Concentrators in this area of concentration (students tested) 2014</p>	<p>Submit a brief description of your Continuous Improvement Plan, relative to Concentration/ Concentrators for one or more of the following goals:</p> <ul style="list-style-type: none"> • Improve concentrator scores (skill attainment) in the Connecticut State-wide CTE Assessment; • Increase the percentage of concentrators who meet or exceed the federally negotiated cut score of 65 percent; • Increase the number of concentrators to be tested in 2016; or • Add an additional area(s) of concentration in 2016.

SECONDARY Continuous Improvement Plan Templates: 2015-16

Carl D. Perkins IV

**CAREER & TECHNICAL EDUCATION
Career & Technical Student Organizations (CTSO)
(DECA, FBLA, FCCLA, FFA, HOSA, SkillsUSA, TSA)**

Overview

To receive Perkins funding a secondary school must have at least one of the seven national CTSO’s listed above. The current Perkins legislation restricts the use of funds for CTSO’s. Connecticut has stipulated that funds under the category of CTSO may only be used for:

- The purchase of organizational CTE instructional or leadership materials;
- The cost of bus transportation for a CTSO leadership training event that is open to all students from the school, where paid membership is NOT a requirement for participation; or
- The payment of a stipend to CTSO chapter advisors that may not exceed \$1,500.00 per organization.
- **REQUIREMENT** – To receive funds for CTSO’s under the stipulations stated above, the school must have national organizational documentation that national and/or state dues were paid during the 2014-15 school year. If the school plans to charter a new chapter or restart a chapter of a CTSO during the 2015-16 school year, while requesting allowable CTSO funding, the school must submit a commitment letter on school letterhead with the CIP, stating the CTSO to be joined and the time frame when paid dues for a minimum of ten (10) students will be submitted to the national organization.

Instructions

Please complete the following career & technical education student organization template by secondary school.

Name of Secondary School _____

Name of CTSO	Number of 2014-15 Paid state/national student memberships	2014-15 Number of paid CTSO members who attended the annual CTSO state conference.	Name(s) of Chapter Advisors

Secondary Continuous Improvement Plan Template: 2015-16

Carl D. Perkins IV

Core Indicators: State targets for 2013-14, for secondary schools, are listed below. Utilizing the data provided by the state located at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2678&q=320802&sdePNavCtr=#45488>, enter your actual performance levels for 2012-13 and 2013-14.

District: _____ Date: _____

Career pathway/area of concentration identified for improvement: _____ Cluster: _____

Core Indicator Data	State Target 2013-14	Actual Perf. 2012-13	Actual Perf. 2013-14	Strategies for Improvement	Professional Development
Academic Attainment					
Reading	91.00%*		N/A for 2013-14 only		
Math	90.00%*		N/A for 2013-14 only		
Technical Skill Attainment	47.50%				
Graduation/Completion	94.00%*				
Placement (Military, Employment, Advanced Placement)	52.00%				
Nontraditional Participation	40.00%				
Nontraditional Completion	36.00%				

Postsecondary Continuous Improvement Plan Template: 2015-16
Carl D. Perkins IV

All Core Indicators: Utilizing the data provided by the community college system, enter your actual performance levels for the year 2013-14. Identify and insert professional development activities that will be utilized to improve performance in core indicators.

College Career Pathways Institution: _____ Date: _____

Cluster area identified for improvement: _____

Core Indicator Data	State Target 2013-14	Actual Performance 2012-13	Actual Performance 2013-14	Strategies for Improvement	Professional Development
Technical Skill Attainment	93.00%				
Credential, Certificate, or Degree	18.00%				
Student Retention or Transfer	76.00%				
Student Placement	72.20%				
Nontraditional Participation	33.50%				
Nontraditional Completion	37.00%				

Identify plans for expansion: (include plans for additional pathways/clusters, identifying activities, professional development and resources to support the expansion.)

Connecticut Career and Technical Education
Crosswalk to 16 Federal Clusters, CT Career Pathways and Areas of Concentration and Assessment

16 Career Clusters		CT Career Pathways	Areas of Concentration/Assessment
F	Agriculture, Food and Natural Resources (Harold Mackin)	• Animal Science	Animal Science Aquaculture and Marine-Related Technologies
		• Environment & Natural Resources	Natural Resources and Environmental
		• Plant Science	Plant Science
		• Power, Structural and Technology	Aquaculture and Marine-Related Technology
		• Aquaculture & Marine Sciences	Agriculture Mechanics
F	Architecture and Construction (Harold Mackin)	• Design/Pre-construction	Computer Aided Drafting and Design
			Wood Technology
M	Arts, Audio/Video Technology and Communications (Harold Mackin)	• Audio Visual Technology and Film	Video Production Systems
M	Business, Management and Administration (Lee C. Marcoux)	• Accounting	Accounting
		• Business Management • Entrepreneurship	Business Management
M	Education and Training (Lee C. Marcoux)	• Teaching/Training	Early Childhood Education and Services
F	Finance (Lee C. Marcoux)	• Investing and Personal Finance	Personal Finance
M	Government and Public Administration (Lee C. Marcoux)	• Government and Public Administration	N/A
M	Health Sciences (Lori P. Matyjas)	• Therapeutic Services • Health Information • Supportive Services • Diagnostic Services • Biotech Research and Development.	Medical Careers Education Certified Nurse Assisting (CNA)
M	Hospitality and Tourism (Lee Marcoux and Dr. Stephen Hoag)	• Restaurants/Food Marketing and Management • Travel & Tourism: Marketing and Management	Nutrition and Food Production Culinary and Food Production Marketing Education
M	Human Services (Lee Marcoux)	• Early Childhood Development and Services • Family and Community Services	Early Childhood Education and Services
F	Information Technology (Lee C. Marcoux)	• Computer Information Systems and Communications • Computer Program/Software Development	Computer Information Systems
M	Law, Public Safety, Corrections and Security (Lee C. Marcoux)	• Introduction of Law	Business Management
F	Manufacturing (Harold Mackin)	• Manufacturing Production Process Development	Computer Aided Drafting and Design
M	Marketing, Sales and Service (Dr. Stephen Hoag)	• Distribution and Logistics • Marketing Information, Management and Research	Marketing Education
		• International Marketing • Retail Merchandising	Textiles and Design
F	Science, Technology, Engineering & Mathematics –STEM (Harold Mackin)	• Engineering and Technology • Science and Mathematics	Pre-Engineering Technology
F	Transportation, Distribution and Logistics - (Harold Mackin)	• Transportation, Distribution and Logistics	Automotive Technology

Key: M = Males F = Females (F/M indicates areas that are non-traditional to the gender listed.)