***FY21 Perkins V Monitoring & Risk Assessment Review Plan***

**FY21 Monitoring & Risk Assessment Process – Timeline**

|  |  |  |
| --- | --- | --- |
| **Timeframe** | **Person(s) Responsible** | **Required Action** |
| June – August | CTAE Director/Supervisor | Complete Self-Study Documents (Section A), Equipment Inventory (CRE, Perkins, Other CTAE Grants), Required Documents |
| June - August | CTAE Director/Supervisor and Regional Coordinator | Contact CLNA Stakeholders and Prepare/Practice Virtual Meeting Platform  |
| June - September | GADOE Regional Coordinators | CLNA will be reviewed |
| 3 Weeks Before Visit | CTAE Director/Supervisor | Submit all required documentation to your CTAE Regional Coordinator via email |
| 4-6 Weeks After Visit | CTAE Division Staff | Finalize and email Perkins V Monitoring & Risk Assessment Summary Report |
| January – May | CTAE Director/Supervisor | Develop and submit (via Con App upload) Plan of Improvement based on recommendations in the Perkins V Monitoring & Risk Assessment Summary Report |
| Ongoing | CTAE Division Staff | Monitor Plan of Improvement based on recommendations in Perkins V Monitoring & Risk Assessment Summary Report |

**Day of Virtual Visit Agenda Schedule**

**8:30am – 9:00am Check Virtual Connections of All Locations**

**9:00am – 9:30am Introductions and CTAE Director Presentation**

**9:30am – 10:00am CLNA Stakeholders Input**

**10:00am – 10:30am Break**

**10:30am – 11:00am Meet w/ CTAE Director**

**11:00am – 12:00noon Follow-up & Exit Interviews w/ Other Staff**

**FY21 Monitoring and Risk Assessment Schedule**

**North Region**

Sept 17          **Atlanta City**

Sept 22          **Jefferson City**

Sept 23          **Commerce City**

Sept 24          **Gainesville City**

Oct 1              **DeKalb County**

Oct 8              **Bartow County**

Oct 13            **Hart County**

Oct 14            **Towns County**

Oct 20            **Carroll County**

Oct 21            **Carrollton City**

Oct 27            **Chickamauga City**

Oct 28            **Whitfield County**

**Central Region**

Sept 24 **Putnam County**

Oct 1 **Talbot County**

Oct 7 **Lincoln County**

Oct 8 **Greene County**

Oct 14 **Bibb County**

Oct 20 **Hancock County**

Oct 21 **Sumter County**

Oct 22 **Chattahoochee County**

Oct 28 **Dublin City**

Oct 29 **Meriwether County**

Nov 4 **Pike County**

Nov 5 **Butts County**

**South Region**

Sept 22 **Thomasville City**

Sept 23 **Brooks County**

Sept 29 **Dougherty County**

Oct 7 **McIntosh County**

Oct 15 **Bryan County**

Oct 14 **Atkinson County**

Oct 20 **Quitman County**

Oct 21 **Randolph County**

Oct 27 **Colquitt County**

Oct 28 **Crisp County**

Nov 4 **Baker County**

Nov 5 **Mitchell County**

**Career, Technical, and Agricultural Education**

**Perkins V Monitoring & Risk Assessment**

**FY21 Checklist**

* Use timeline as a guide for the review process
* Compile all required system level documentation
* Communicate date for Virtual Desktop Review (Virtual Meeting)
* Invite all participants for Virtual Desktop Review
* Practice Virtual Platform (Teams)
* Selected CLNA Stakeholders
* Finance Director
* CPI Coordinator
* Submit required system documents to your Regional Coordinator as attachments via email no later than three (3) weeks prior to the visit
* Watch for updates and follow-up communication (via email, website, and telephone) from State staff as plans are finalized for the FY21 review process
* Seek technical assistance from your CTAE Regional Coordinator as needed:
	+ North Region – Delmas Watkins dwatkins@doe.k12.ga.us 404-805-7279
	+ Central Region - Sharon Bonner sbonner@doe.k12.ga.us 404-805-9633
	+ South Region - Julie Kenny jkenny@doe.k12.ga.us 404-805-9904

**Stakeholder Input Session Participants and Questions**

**CLNA Stakeholder List** ***(Involved in CLNA Process)***

Postsecondary Career and Technical Education Faculty and Administrators

Business & Industry Representatives (3-10)

State or Local Workforce Boards

Others

***Team Members (Involved in CLNA Process)***

Superintendent/Assistant Superintendent

School Administrator

CTAE Director

School Counselor

CTAE Teachers

WBL Staff

Others

**CLNA Stakeholder Interview Questions**

1. How does your company, industry, or department directly impact the CTAE pathways offered in this school district?
2. What Overarching need(s) was created due to your engagement during the time you collaborated with the school district?
3. What did you learn about CTAE during the CLNA process and how will it impact your collaboration during the coming year?