

**Appendix A
Proposal Cover Page
PERKINS*plus* Grant**

**Implementing CTAE End-of-Pathway
Assessments**

Grant Option Number: 4

Grant Amount Requested: \$19,564

System Name: Lowndes County

System Number: 692

Contact Information:

Name: Lynne Wilson

Email Address: lynnewilson@lowndes.k12.ga.us

Day Phone Number: 229-316-1854

A. Describe the activity and the plan for assessment. (25 Points)

Lowndes High participated in End of Pathway Assessment pilot programs in 2008-2009 and 2009-2010 and implemented the full assessment program in 19 pathways in 2010-2011. The 2010-2011 implementation was accomplished through the use of a testing administrator, hired as a consultant. This method of addressing the test administration has been successful in Lowndes County and has been used consistently through 2011-2012 and 2012-2013.

This grant application for 2013-2014 proposes a continuation of the testing administration method of hiring a part-time test administrator(s) on an hourly basis (with no benefits) to continue work on end of pathway assessments and all of the related activities – including identifying and supporting test preparation and remediation and an end of the year recognition for pathway completers.

1. **Identify the pathway and the amount to be allocated.** The current test administrator, in cooperation with the Lowndes High CTAE instructors, has identified potential completers in 24 pathways (as listed on the assessment funding request) for the 2013-2014 administration. The funding request of \$19,564 reflects consultant fees, cost of tests, use of substitutes for teacher workshops and testing supplies and materials.
2. **LEA will submit the “CTAE Assessment Funding Request Document.”** As detailed in the attached Assessment Funding request spreadsheet, students have tentatively been identified for EOP assessments in 2013-2014. The test administrator is responsible for running the reports through the district’s SIS program, Infinite Campus.
3. **Describe how student results will be captured and reported to the DOE.** The test administrator will use the forms provided by the Georgia Department of Education to record results for each pathway assessment, broken down by demographic areas as required. Examples: Race, Gender, Economically Disadvantaged, Other Federal Programs.

B. Plan of Operation and Timeline (10 Points)

1. **List and describe the specific steps that will occur to support the successful implementation of the activity.**
 - a. **For each step listed, include a timeline and the person responsible for the activity.**
 - b. **For each step listed explain how it will be evaluated for success.**

ACTIVITY	TIMELINE	PERSON	EVALUATION
Meet with teachers to analyze 2012-2013 test data and test blueprints. Plan strategies for test preparation. Consider use of pre-tests in some pathways.	August	Test Administrator and CTAE Director	
Print student lists from Infinite Campus. Identify students for first semester testing.	September	Test Administrator	Meet with teachers to review lists for accuracy

Order first semester tests from testing agencies.	October	Test Administrator	
Test preparation	November	Test Administrator and Program Area Teachers	
First Semester test administration	December	Test Administrator	Print reports from testing agencies to share with teachers.
Review results and plan for spring administration	January	Test Administrator, counselor, program area teachers	
Workshop for teachers	February	Test administrator, program teachers.	
Test Preparation	February – April	Test administrator and teachers	
Print student lists from Infinite Campus. Identify students for second semester testing.	February	Test Administrator	Meet with teachers to review lists for accuracy
Order second semester tests from testing agencies.	March	Test Administrator	
Second Semester test administration	May	Test Administrator	
Prepare and submit required demographic data reports for DOE	June	Test Administrator	
Analyze data and plan for following year	June	Test administrator, CTAE Director, Program Area Teachers	Compare and chart results with December tests
Review and update curriculum maps, unit and daily plans as needed to align with test results	June	CTAE Director, Program Area Teachers	

C. Key Personnel (5 Points)

Identify team members involved in the development of the program (names, titles, and roles).

See Above Chart for further details.

Lynne Wilson, CTAE Director

Purchasing, Grant Administration

Margaret McCranie and/or Lauren Tudor,
Test Administrator(s)

Ordering tests, administering tests,
identifying students, preparing
reports as required by DOE.

Lowndes High School Program Area Teachers

Preparing students through use of
standards and blueprints.

D. FY2014 Budget Narrative (50 Points)

Attached as Appendix E

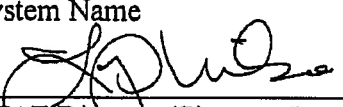
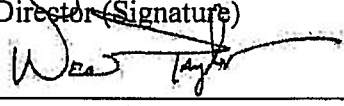
E. Perkinsplus Grant Budget Chart (10 Points)

Attached as Appendix C.

APPENDIX B
PERKINS*plus* Grant
Perkins IV Reserve Grant Application Assurances
2013-2014

The grant applicant hereby assures that:

1. All programs, services, and activities covered by this Grant Application will be operated in accordance with state and federal laws, regulations, and approved rules as established by the State Board of Education and the State Plan for Career and Technical Education.
2. Funding will be allocated in accordance with state and federal laws, regulations, and approved rules as established by the Board of Education and is targeted toward preparing students for high-skill, high wage, or high-demand occupations and/or secondary to post secondary transition activities.
3. Expenditures will be in compliance with the standard accounting procedures and guidelines established by the Board of Education and federal legislation.
4. Grant funds will not be expended in any manner other than as outlined in the budgeted section of the approved grant application.
5. Federal Perkins IV funds will supplement, and will not supplant, non-federal funds expended to carry out the activities of the grant.
6. Permission will be granted to use this grant proposal and its results, if funded, for informational purposes for other education agencies.
7. All teams will be allowed time to meet and plan the project and will be given release time to attend required meetings.

Launders County	692
System Name	System Number
	4/4/2013
CTAE Director (Signature)	Date
	4/4/2013
Superintendent (Signature)	Date

Appendix C
FY2014 PERKINSplus Reserve Grant Budget Chart

ENTER THE FEDERAL PERKINS IV - PERKINSplus GRANT FUNDS BY OBJECT CODES:

(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(100-800)
Personal Services/ Salaries	Personal Services/ Benefits	Purchased Professional & Technical Services	Purchased Property Services	Other Purchased Services	Supplies	Property	Other	Total Perkinsplus Grant
1,200.00	-	17,764.00	-	-	600.00	-	-	19,564.00

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System Name	System Number	School Name	School Code	Pathway Sub Category Exams Available	Cost Per Exam	Number of Exams	Total Cost of Exams
Program Concentration	Career Pathway	Available Pathway Exams					
Agriculture		Currently Unavailable			N/A		
	Agribusiness Management	Agricultural Mechanics Assessment - NOCTI			\$19.00	25	\$ 475.00
	Agricultural Mechanics				N/A		
	AgriScience	Currently Unavailable			N/A		
	Animal Science	Currently Unavailable			N/A		
	Forestry/Natural resources	Forestry Products & Processing Assessment			\$19.00	15	\$ 285.00
	Plant Science/Horticulture	Plant Science/Horticulture Assessment (State Developed)			\$19.00	15	\$ 285.00
	Veterinary Science	Currently Unavailable			N/A		
Architecture, Construction, Communications & Transportation							
	Transportation Logistical Support (Ground/Marine)	NA3SA Automotive Service Technology Skills Standards Assessment:		One or all of the following exams can be taken for the single exam cost.	\$15.00	30	\$ 450.00
				Suspension & Steering			
				Brakes			
				Electrical/Electronic Systems			
				Engine Performance			
	Transportation Logistical Operations (Ground/Marine)	NA3SA Diesel Technology Skills Standards Assessment:		One or all of the following exams can be taken for the single exam cost.	\$15.00	30	\$ 450.00
				Diesel Engines			
				Electrical/Electronic Systems			
				Heating & Air Conditioning			
	Architectural Drawing & Design	Architectural Drafting Skills Connect			\$20.00		\$ -
		Autodesk Revit Architecture Certified User			\$56.89	15	

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			ADDA Certified Apprentice Drafter (Architectural)			\$85.00		
			Architectural Drafting - NOCTI			\$19.00		
	Flight Operations		FAA Private Pilot			\$150.00	\$	
	Aircraft Support		Aviation Maintenance Technology Skills Connect			\$20.00	\$	
	Broadcast Video Production		Television Video Production Skills Connect			\$20.00	\$	
	Graphic Design		Advertising Design Skills Connect			\$20.00	\$	
	Graphic Communications		Graphic Communications Skills Connect			\$20.00	15 \$	300.00
			PrintED Certification through SkillsUSA		Digital File Preparation	\$20.00	\$	
					Offset Press Operations	\$20.00	\$	
	Metals Technology		Welding Skills Connect			\$20.00	\$	
			CNC Milling & Turning (Precision Machining) Skills Connect			\$20.00	\$	
			Machining Skills Certification Level 1 - NIMS			\$75.00	\$	
			NCCER Sheet Metal - Level 1		End of Module Exam	N/A		
			NCCER Welding - Level 1		End of Module Exam	N/A		
	Construction		Carpentry Skills Connect			\$20.00	15 \$	300.00
			Plumbing Skills Connect			\$20.00	5 \$	100.00
			Residential Wiring Skills Connect			\$20.00	5 \$	100.00
			Masonry Skills Connect			\$20.00	5 \$	100.00
			NCCER Carpentry - Level 1		End of Module Exam	N/A		
			NCCER Plumbing - Level 1		End of Module Exam	N/A		
			NCCER Electrical - Level 1		End of Module Exam	N/A		
			NCCER Masonry - Level 1		End of Module Exam	N/A		
	Climate Control Systems Technology (HVACR)		HVAC & Refrigeration Skills Connect			\$20.00	\$	
			Heating, Electrical, Air Conditioning Technology (H.E.A.T.) Assessment					
			NCCER HVACR - Level 1		End of Module Exam	\$15.00	\$	
			NCCER Electrical - Level 1		End of Module Exam	N/A		
	Collision Repair		NA3SA Automotive Refinishing & Collision Repair Technology Skills Standards Assessment		One or all of the following exams can be taken for the single exam cost.			
					Painting & Refinishing	\$15.00	\$	
					Structural Analysis & Damage Repair			

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				Non-Structural Analysis & Damage Repair				
				Mechanical & Electrical Components				
	Marine Engine Technology	Marine Service Technology Skills Connect			\$20.00			\$ -
Business & Computer Science								
	Small Business Development	Fundamental Business Concepts (ASK)			\$20.00	15	\$	300.00
	Computing	Sun Certified Java Associate			\$300.00		\$	-
		Computer Programming Skills Connect			\$20.00		\$	-
	Financial Management-Services	Financial & Investment Planning - NOCTI			\$10.00	10	\$	100.00
		WISE Financial Literacy Certification			\$10.00		\$	-
	Financial Management-Accounting	Business Financial Management - NOCTI			\$10.00	10	\$	100.00
		QuickBooks Certification			\$99.00		\$	-
		National Bookkeepers Association Assessment			\$79.00		\$	-
	Interactive Media	IC3 Certification						
		*Computing Fundamentals						
		*Key Applications						
		*Living Online			\$71.52	10	\$	715.20
		Adobe Certified Associate (ACA)		Adobe Web Communication using Adobe Dreamweaver	\$56.89		\$	-
				Adobe Visual Communication using Adobe Photoshop	\$56.89		\$	-
				Adobe Rich Media Communication using Adobe Flash Professional	\$56.89		\$	-
		CIW Site Development Associate			\$49.00		\$	-
		CIW Web Design Specialist			\$80.00		\$	-
	Computer Networking	CISCO CCNA			\$295.00		\$	-
		Net+			\$253.00		\$	-
	Computer Systems & Support	A + Certification			\$356.00		\$	-
		Computer Maintenance Technology Skills Connect			\$20.00		\$	-
	Administrative/Information Support	Microsoft Office Specialist (MOS) Certified User Exam 2010			\$67.50	20	\$	1,350.00

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		Microsoft Office Specialist (MOS) Certified User Exam 2007		\$67.50		\$	-
		Microsoft Office Specialist (MOS) Certified User Exam 2003		\$56.89		\$	-
	Business Management Logistics	MSSC Certified Logistics Associate (CLA) MSSC Certified Logistics Technician (CLT)		\$19.00 \$19.00		\$	-
	Culinary Arts	Certified Junior Culinarian (ACF) Secondary Culinary Graduate (ACF) Culinary Arts Cook Level 2 - NOCTI		\$23.00 \$19.00 \$19.00	20	\$	380.00
		Hospitality: Hot Food Cook (OK CareerTech Testing)		\$12.00		\$	-
	Education						
	Early Childhood Education	Early Care & Education Entry Level Childcare Training (ELCCT) Assessment Early Childhood Education Pre- Professional Assessment (AAFCS) Early Childhood Education & Care - Basic (NOCTI) Child Development Associate (CDA) - Preschool		\$12.00 \$20.00 \$19.00 \$325.00		\$	-
	Teaching As A Profession	Teaching As a Profession Assessment (State Developed)		\$19.00	15	\$	285.00
	Engineering & Technology						
	Engineering	Engineering (State Developed)		\$19.00	25	\$	475.00
		Engineering Technology Skills Connect		\$20.00		\$	-
		Certified SolidWorks Associate (CSWA) Engineering (State Developed)		\$99.00 \$19.00		\$	-
	Energy Systems	Engineering Technology Skills Connect Electronic Technology Assessment Automated Manufacturing Technology Skills Connect		\$20.00 \$19.00		\$	-
	Electronics Manufacturing	Robotics & Automation Technology Skills Connect		\$20.00		\$	-
	Engineering Graphics & Design	ADDA Certified Drafter - Mechanical		\$20.00 \$155.00		\$	-

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			ADDA Certified Apprentice Drafter - Mechanical		\$85.00		\$	-
			Autodesk Inventor Certified User		\$56.89		10 \$	568.90
			Certified SolidWorks Associate (CSWA)		\$99.00		\$	-
			Technical Drafting Skills Connect		\$20.00		\$	-
Family & Consumer Sciences								
	Nutrition & Food Science		Nutrition, Food & Wellness Pre-Professional Assessment - AAFCO		\$20.00	15	\$	300.00
			Food Science Fundamentals Pre-Professional Assessment - AAFCO		\$20.00		\$	-
			ServSafe Food Safety Manager		\$36.00		\$	-
			ServSafe Food Service Handler		\$15.00		\$	-
	Interior Design		Interior Design Pre-Professional Assessment - AAFCO		\$20.00		\$	-
			Interior Decorating & Design Assessment - NOCTI		\$19.00	15	\$	285.00
	Consumer Services		Personal & Family Finance Pre-Professional Assessment - AAFCO		\$20.00		\$	-
			Financial Literacy - Ok CareerTech		\$12.00		\$	-
Government & Public Safety								
	Law & Justice		Criminal Justice Skills Connect		\$20.00		\$	-
			National Law, Public Safety, Security & Corrections Cora Assessment (LPSSC)		\$12.00		\$	-
	Homeland Security & Emergency Services		National Law, Public Safety, Security & Corrections Cora Assessment (LPSSC)		\$12.00			
			Emergency Management Institute "Are You Ready" Assessment		Free			
			Emergency Medical Responder		\$65.00		\$	-
Healthcare Science								
	Therapeutic Services-Nursing		National Healthcare Foundation Skills Assessment		\$12.00	30	\$	360.00
			Certified Patient Care Technician - NHA		\$149.00		\$	-
			Certified Nursing Assistant (CNA)		\$107.00	30	\$	3,210.00
	Health Informatics		National Healthcare Foundation Skills Assessment		\$12.00		\$	-
			Certified Billing & Coding Specialist - NHA		\$105.00		\$	-

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	Certified Medical Administrative Assistant - NHA		\$105.00		\$	-
	Certified Electronic Health Record Specialist - NHA		\$105.00		\$	-
	National Certified Insurance & Coding Specialist - NCCT		\$90.00		\$	-
	National Certified Medical Office Assistant - NCCT		\$90.00		\$	-
Therapeutic Services-Medical Services	National Healthcare Foundation Skill Standards Assessment		\$12.00	20	\$	240.00
	Certified Patient Care Technician - NHA		\$149.00		\$	-
	Certified Operating Room Surgical Technician - NHA		\$225.00		\$	-
	Certified EKG Technician - NHA		\$105.00		\$	-
	National Certified Insurance & Coding Specialist - NCCT		\$90.00		\$	-
	National Certified ECG Technician - NCCT		\$90.00		\$	-
	Certified Medical Administrative Assistant - NHA		\$105.00		\$	-
	National Certified Medical Office Assistant - NCCT		\$90.00		\$	-
	National Certified Patient Care Technician - NCCT		\$90.00		\$	-
	National Certified Phlebotomy Technician - NCCT		\$90.00		\$	-
Therapeutic Services-Emergency Services	Emergency Medical Responder		\$65.00		\$	-
	Emergency Management Institute "Are You Ready" Assessment		Free			
	National Healthcare Foundation Skill Standards Assessment		\$12.00		\$	-
Biotechnology Research & Development	Currently Unavailable					
Diagnostic Services	Certified Phlebotomy Technician - NHA		\$105.00		\$	-
	Certified Medical Laboratory Assistant - NHA		\$105.00		\$	-
	National Certified Phlebotomy Technician - NCCT		\$90.00		\$	-
	National Healthcare Foundation Skill Standards Assessment		\$12.00			

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	Personal Care Services	Licensed Master Cosmetologist		\$109.00	\$	-
		Cosmetology Skills Connect		\$20.00	\$	-
	Physical Medicine	National Healthcare Foundation Skill Standards Assessment		\$12.00	\$	-
Marketing Sales & Services						
	Marketing & Management	Marketing Education Management Trainee		\$12.00	\$	-
		Fundamental Marketing Concepts (ASK)		\$20.00	\$	-
	Marketing Communications & Promotion	Fundamental Marketing Concepts (ASK)		\$20.00	\$	-
	Fashion marketing	Retail Merchandising Assessment (NOCTI)		\$19.00	\$	-
		Fundamental Marketing Concepts (ASK)		\$20.00	\$	-
	Sports & Entertainment Marketing	Fundamental Marketing Concepts		\$20.00	\$	-
	Travel Marketing & Lodging Management	Currently Unavailable		N/A		
Total Amount of EOPA Exam Funding Required						\$ 11,514.10

Appendix E

FY2014 PERKINSplus BUDGET NARRATIVE TEMPLATE

OPTION FUNDING REQUESTED:

System Name:

Lowndes County

System #

692

Detailed Item Description	Describe How Item or Activity Will be Used in Program	Function Code	Object Code	Quantity	Cost Per Item	Total Expenditure (Quantity x Cost Per Item)
Hourly pay for test administrator (s)	Duties to include: meeting with teachers and administrators, ordering and administering tests, preparing and analyzing reports.	2210	300	250	25	6,250.00
Assessment cost	As detailed on attached sheet, based on projected pathway completers	1000	300	1	11514	11,514.00
Testing supplies	File folders, jump drives, etc.	1000	610	1	600	600.00
Substitute Pay	For teachers to participate in professional development related to standards in student assessments	1000	113	24	50	1,200.00
						-
						-
Total Perkinsplus Funds						19,564.00
						-
						-
						-
						-
						-

