

Department of Education
Office of Inspector General – Internal Audit
Six-Month Status Report for High School/High Tech Program
Report #M-1213-010 Issued July 22, 2015
The Able Trust Status as of January 22, 2016

Finding	Recommendation(s)	Management Response as of July 22, 2015	Management Response as of January 22, 2016	Anticipated Completion Date & Contact
<p>The Able Trust did not ensure HS/HT sites met required program outcomes.</p> <ul style="list-style-type: none"> • Two of six HS/HT sites did not meet the graduation requirement • Three of six HS/HT sites did not meet the internship requirements 	<p>We recommend The Able Trust ensure HS/HT sites are achieving the required graduation rates and internship requirements per the MOAs in an effort to prepare students with disabilities for careers in technology-focused industries.</p>	<p><u>Graduation Requirement</u> The fiscal year 2013 MOA between the Able Trust and the HSHT sites indicates a graduation requirement of 80% of all seniors served within the grant year. As participation in the program is voluntary, during the course of a school year students may exit the HSHT program after enrollment for a variety of reasons (most common of which is a move from the servicing county). If a student leaves the HSHT program prior to completion of his/her senior year, the graduation is out of the program’s control and therefore not applicable to the graduation computation. Both sites indicated as not achieving the graduation requirement had seniors leave the program prior to the end of the school year. Leon had 5 seniors exit and Gadsden had 1 senior exit. No seniors considered active in the program at the end of the school year dropped out or were dismissed from school without a diploma. Recalculation of the graduation rate based on this data results in a 100% graduation rate for both the Leon and Gadsden HSHT sites. As a result of this audit finding, the MOA will be modified to read: <i>The Organization will provide a graduation rate of 80% of all active, enrolled seniors.</i></p>	<p>The FY16 HSHT Memorandum of Understanding was updated to include language regarding graduation rate as reported on 7/22/15.</p> <p>Graduation rate outcomes for each HSHT site will be calculated in this manner using data from the final FY16 reporting period ending 6/30/16. Exceptions to the graduation rate will reflect realistic numbers of total graduates.</p>	<p>Complete</p>

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		<p><u>Internship Requirements</u> The MOA internship requirements include 10 minimum hours per week and a minimum duration of two weeks. In all but one instance between the two programs cited in the report, students worked over the minimum number of hours required for an internship (20) either by spreading the internship over the course of 3 weeks or condensing into a one-week period. As noted, each occurrence was to accommodate the needs of the internship site or transportation restrictions of the student. As a result, the Able Trust will include the following statement in the MOA to account for such cases: <i>Exceptions to the internship standards may be granted based on individual and/or extenuating circumstances with prior approval of the Foundation.</i> The Able Trust is providing targeted technical assistance to those sites who do not meet their internship goals including a plan of action to provide increased internship opportunities in FY 16. Formal performance improvement plans will be required for those sites not attaining internship goals for two consecutive years. <i>Anticipated Completion: FY 16 MOAs, action plans December 31, 2015, technical assistance in process</i></p>	<p>The FY16 HSHT Memorandum of Understanding was updated to include language regarding internship exceptions as reported on 7/22/15. HSHT sites requesting exceptions for FY16 will report to the Able Trust by May 10, 2016 at which time a decision will be made by Able Trust leadership on whether to grant an exception.</p>	<p>Complete</p>

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DVR Status as of January 22, 2016

Finding	Recommendation(s)	Management Response as of July 22, 2015	Management Response as of January 22, 2016	Anticipated Completion Date & Contact
<p>DVR did not effectively monitor the contract.</p> <ul style="list-style-type: none"> • The DVR contract manager had not conducted any monitoring site visits • DVR did not document review and approval of the MOAs prior to issuance 	<p>We recommend DVR enhance its policies and procedures to ensure they effectively monitor contracts and appropriately document monitoring and review activities.</p>	<p>Concur. Desk procedures will be written for managing the Able Trust High School/High Tech contract. These procedures will include ensuring the contract is monitored in accordance with its formal monitoring plan and documenting such activities. <i>Anticipated completion: September 30, 2015</i></p>	<p>Complete</p>	<p>Wayarne Tolliver 850-245-3380</p>