



**Quality Assurance and Compliance  
Onsite Monitoring Visit  
for  
Career and Technical Education**

Duval County School District  
September 29, 2014 – October 3, 2014

**Final Report**



**State Board of Education**

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**Division of Career and Adult Education**

November 12, 2014

Dr. Nikolai Vitti, Superintendent  
Duval County School District  
1701 Prudential Drive  
Jacksonville, FL 32207

Dear Dr. Vitti:

We are pleased to provide you with the final monitoring report for the career and technical education program at the Duval County School District. The report will also be placed on the website.

Tashi Williams will be in touch with you for follow-up regarding any resolution activities that may be indicated in the report. We appreciate the leadership and professionalism demonstrated by you and your staff during our visit. If we can be of any assistance, please contact Gloria Spradley-Brown, bureau chief of Grants Administration and Compliance, at 850-245-9053 or via electronic mail at [Gloria.Spradley@fldoe.org](mailto:Gloria.Spradley@fldoe.org).

Thank you for your continuing commitment to improve educational services for Florida's students.

Sincerely,

Rod Duckworth

RD/gpf

Enclosure

cc: Arlinda Smith, executive director, Career and Technical Education  
Gloria Spradley-Brown, bureau chief, Grants Administration and Compliance  
Tashi Williams, program specialist, Quality Assurance and Compliance

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Florida Department of Education  
Division of Career and Adult Education

**Duval County School District  
Career and Technical Education  
Quality Assurance and Compliance Monitoring Report**

**I. INTRODUCTION**

The Florida Department of Education (FDOE), Division of Career and Adult Education, in carrying out its roles of leadership, resource allocation, technical assistance, monitoring and evaluation, is required to oversee the performance and regulatory compliance of recipients of federal and state funding. The Quality Assurance and Compliance section is responsible for the design, development, implementation and evaluation of a comprehensive system of quality assurance including monitoring. The role of the quality assurance system is to assure financial accountability, program quality and regulatory compliance. As stewards of federal and state funds, it is incumbent upon the division to monitor the use of workforce education funds and regulatory compliance of providers on a regular basis.

**II. AUTHORITY**

The FDOE receives federal funding from the U.S. Department of Education for Career and Technical Education (CTE) under the Carl D. Perkins (Perkins) Career and Technical Education Act of 2006. FDOE awards subgrants to eligible providers to administer local programs. FDOE must monitor providers to ensure compliance with federal requirements, including Florida's approved state plans for CTE and adult education/family literacy. Each state shall have procedures for reviewing and approving applications for subgrants and amendments to those applications, for providing technical assistance, for evaluating projects, and for performing other administrative responsibilities the state has determined are necessary to ensure compliance with applicable statutes and regulations (34 CFR 76.770). The FDOE, Division of Career and Adult Education is required to oversee the performance of subgrantees in the enforcement of all laws and rules (Sections 1001.03(8) and 1008.32, Florida Statutes).

Additional citations noting pertinent laws and regulations and authority to monitor are located in the 2014-2015 Quality Assurance Policies, Procedures, and Protocols, Module A, Section 1.

**III. QUALITY ASSURANCE POLICIES, PROCEDURES, AND PROTOCOLS**

The Quality Assurance Policies, Procedures, and Protocols manual was revised in the 2014-15 program year. The manual was provided to each provider prior to the monitoring visit. The manual provides a summary of each facet of the monitoring design and the process. It also contains protocols that may be used as agencies are monitored or reviewed. References may be made to the manual in this document; it is located on the division's website at <http://www.fldoe.org/workforce/compliance.asp>.

#### **IV. PROVIDER SELECTION**

Various sources of data are used throughout the implementation of the quality assurance system. The monitoring component of the system is risk-based.

Risk assessment is a process used to evaluate variables associated with the grants and assign a rating for the level of risk to the FDOE and the division. A risk matrix, identifying certain operational risk factors is completed for each provider. The risk matrix for each program monitored is located in Appendix A. The results of the risk assessment process and consideration of available resources are used to determine one or more appropriate monitoring strategy (ies) to be implemented.

The monitoring strategy for the Duval County School District was determined to be an onsite visit. Notification was sent to Dr. Nikolai Vitti, superintendent of the Duval County School District, on July 30, 2014. The designated representative for the agency was Ms. Arlinda Smith, executive director for career and technical education.

The onsite visit to the agency was conducted September 29, 2014, through October 3, 2014, by two representatives of the Quality Assurance and Compliance section of the division: Program Specialists Dr. Shahrokh Massoudi and Tashi Williams.

#### **V. DUVAL COUNTY SCHOOL DISTRICT**

##### **ENROLLMENT:**

##### **Fiscal Year (FY) 2012-13**

CTE Secondary

15,781 (duplicated at program level)

The provider was awarded the following grants for FYs 2012-13, 2013-14 and 2014-15:

##### **2012-2013**

##### **CAREER AND TECHNICAL EDUCATION GRANTS**

<u>Program</u>	<u>Total</u>	<u>Unexpended Funds</u>
DJJ	\$ 34,935.00	\$ 34,238.70
Secondary	\$ 1,335,536.00	\$ 84,147.90

##### **2013-2014**

##### **CAREER AND TECHNICAL EDUCATION GRANTS**

<u>Program</u>	<u>Total</u>	<u>Unexpended Funds</u>
Secondary	\$ 1,220,489.00	\$ 66,631.98

##### **2014-2015**

##### **CAREER AND TECHNICAL EDUCATION GRANTS**

<u>Program</u>	<u>Total</u>
Secondary	\$ 1,331,092.00

Additional information about the provider may be found at the following web address:

[www.duvalschools.org](http://www.duvalschools.org)

## VI. MONITORING ACTIVITIES

The monitoring activities included pre-visit planning conference calls; an entrance conference; interviews with administrators, teachers, and students; observations; record reviews; and an exit conference.

### Onsite Visits

Members of the team made onsite visits to the following locations:

- Duval County School District Office
- Englewood High School
- Robert E. Lee High School
- Edward H. White High School
- Asa Philip Randolph Academies of Technology
- Frank H. Peterson Academies of Technology
- Atlantic Coast High School
- First Coast High School
- Sandalwood High School
- Andrew Jackson High School

### Entrance and Exit Conferences

The entrance conference for the Duval County School District was conducted on September 29, 2014; the exit conference was conducted on October 3, 2014. The participants are listed below:

Name	Title	Entrance Conference	Exit Conference
Mr. Toby Brandon	CTE Specialist	X	
Ms. Phyllis Green	Account Tech	X	
Mr. Clarence Leonard	CTE Specialist	X	
Mr. Andrew Post	Assistant Superintendent, Accountability and Assessment	X	
Ms. Sonya Russell	CTE Specialist	X	
Mr. Louis Simmons	CTE Specialist	X	
Ms. Arlinda Smith	Executive Director of CTE	X	X
Ms. Yolanda Smith	Support Tech	X	
<b>FDOE Monitoring Team</b>			
Dr. Shahrokh Massoudi	Program Specialist	X	X
Mr. Tashi Williams	Program Specialist	X	X

### Interviews/Observations

Interviews were conducted with the administrative staff, teachers and students. A minimum of two interviews and observations were completed at each site. All interviews and observations were held during the course of the visit.

### Records Review

Program, financial and administrative records were reviewed. A complete list is provided in section VII, item G. A minimum of six student records were reviewed. Some policies and procedures were reviewed at the agency's website and discussed at various times during the onsite visit.

## **VII. RESULTS**

### **A. ADMINISTRATION** - refers to the management and/or supervision of programs, structure of programs and services, grant oversight, and other administrative areas.

- Members on all levels of the administration know each other; they meet and work together cooperatively and collaboratively on a frequent basis.
- The district CTE executive director, Arlinda Smith and Mr. Louis Simmons are committed to the success and expansion of the CTE programs at the secondary level.
- The administration is extremely committed to students and programs.
- The district offers 18 CTE programs at the secondary level.
- All 18 CTE programs offer certification.
- CTE program specialists visit 20 schools within the district on a weekly basis.
- The district conducts staff development for all CTE teachers and staff on an annual basis.
- In 2013-2014, the entire CTE team attended the Florida Association Career Technical Education conference (FACTE).
- There are currently seven Career and Technical Student Organizations (CTSO) that are active in CTE programs within the school district.
- The state CTE curriculum frameworks are used for all CTE programs.

### **B. DATA AND ASSESSMENT** - refers to all the components of the data and assessment system, including test administration, test security, data collection, entry, and reporting, as well as procedures. The use of data in program decision-making is also explored and commented upon.

- Verification of CTE student data and occupational completion point (OCP) data was completed and verified during the course of the visit.
- The data staff works closely with program staff to assure effective processes.
- Programs are evaluated on a yearly basis and information is shared with faculty for program effectiveness.
- Data is used in decision-making and when evaluating CTE programs.
- Instructors and administrators have access to student data and use it on a regular basis.
- The executive director of the CTE program and staff review data before and after it is submitted to FDOE.
- The Genesis system is currently being used for data collection:
  - Each school has a data collection clerk who inputs the data.
  - The technician manager at the district level verifies the data against what is submitted.
  - The district plans to replace the Genesis system with FOCUS software in the future.

### CONCERNS AND RECOMMENDATIONS AND AGENCY RESPONSE

Concern B1: There is currently no CTE assessment coordinator at the district.

Recommendation B1: Consider employing a CTE assessment coordinator to manage needs of assessment.

Concern B2: In reviewing individual records of 10 students, one of the students did not pass the course but was reported for receiving an OCP.

Agency Response B2: The agency acknowledged the reporting error during the onsite visit and will make effort to prevent any reporting errors from occurring in the future.

**C. CURRICULUM AND INSTRUCTION** - refers to those elements which contribute to student learning and skill acquisition. It also addresses student and instructor observations.

- The CTE programs were composed of experienced staff that was passionate about their respective classes.
  - Instructors typically were well-qualified, many with extensive work experience directly related to their subject area.
  - Instructors were generous with their attention to individual student success.
- Students were making progress toward certificates and/or industry certifications.
- Technology is integrated into the teaching process.
- Programs are a blend of instructional and practical experiences for students.
- The team observed a variety of instruction taking place: group learning, lectures, labs, individualized instruction via computer/software and textbook reviews.
- Textbooks are current and are being used in the classrooms.

#### CONCERNS

Asa P. Randolph Academies of Technology:

- Concern C1: The cosmetology teacher expressed the need for a new laptop and three new additional computers.
- Concern C2: Information Technology (IT) and Health programs have updated/new books but not a sufficient amount for the number of students in the classroom.
- Concern C3: There is a need for an additional teacher in the Allied Health and IT program.

Robert E. Lee High School:

- Concern C4: The Culinary Arts program at stated that there is a need for four additional microwaves (they currently have 1) for the classroom.
- Concern C5: There is no technology to assist with teaching except for the overhead projector.
- Concern C6: The ServeSafe manual (industry certification) is not available as a classroom set.

Andrew Jackson High School:

- Concern C7: Health Occupation students are not being exposed to equipment and technology that is relevant and state-of-the-art.

**D. TECHNOLOGY AND EQUIPMENT** - refers to a review of the technology and equipment used by students and teachers in the classroom addresses access, availability, innovation, use and condition.

- The district has a technology grant with Florida Agricultural and Mechanical University that allows students to visit Tallahassee, Florida for IT programs. The grant provides technology resources for the classroom and is integrated into teaching.
- For the inventory system:
  - Equipment is inventoried on an annual basis.



- The inventory contains all the required elements as required in the Education Department General Administrative Regulations.
- Inventory items are easy to locate.
- Inventory system is well managed.
- Equipment purchased with Perkins funds is tagged and labeled “Perkins” for easy identification.
- The district has a five year technology replacement plan.
- Technology was integrated into instruction.
- Staff is aware of what equipment was purchased with Perkins funds.

**E. LEARNING ENVIRONMENT** - encompasses all aspects of the physical environment where classes are held. Describing the learning environment may also attempt to capture the vision, philosophy, and character that is observed on the campus or in the classroom.

- The students receive individual attention in class if needed.
- Students appeared to be enthusiastic about their programs.
- Generally, the buildings and grounds were well-maintained.

**CONCERNS**

Frank H. Peterson Academies of Technology:

- Concern E1: Safety goggles were not worn by all students in the automotive program.
- Concern E2: Safety rule postings were not broadly posted in the automotive program.

Edward E. White High School:

- Concern E3: The television production class lacked sufficient space to accommodate the class size.

Robert E. Lee High School:

- Concern E4: The culinary arts class lacked sufficient space to accommodate the class size.

**F. ACCESS AND EQUITY** - refers to compliance with the requirements of federal non-discrimination laws as relating to recruitment, enrollment, participation, and completion of programs.

- The Office of Equal Educational Opportunity (OEEEO) for school districts is responsible for monitoring and overseeing civil rights compliance obligations. Should you have any questions or concerns, please contact the OEEEO at 850-245-9556.

**G. RECORDS REVIEW** - refers to a review of the records and documents that evidence compliance with federal and state rules and regulations. Samples of financial and programmatic records are reviewed.

- Equipment inventory
- State of Florida Auditor General’s Report, December 2013
- 2014-2015 student handbook and employee handbook
- Student records
- Financial records
- District policies and procedures
- Completed Carl D. Perkins grant applications

- Final disbursement reports for Carl D. Perkins grants
- Program brochures
- Schedule of classes

**H. FINANCIAL** - refers to aspects of the federal fiscal requirements that providers must meet when expending federal funds, including financial management, procurement, inventory management, and allowable costs.

- The System Applications and Products (SAP) system is used for tracking expenditures and was reviewed.
- Purchasing procedures are in place and are being followed.
- An approval process for expenditures is currently in place and is being followed.
- Documentation provided (payroll, time and effort records and travel expenditures) was comprehensive, organized, and thorough. The team appreciated the efforts of the staff that provided the documentation.

**I. COLLABORATION** - refers to the collaborative agreements, partnerships, or memoranda of understanding (MOUs) that are in place to benefit an agency's programs and students.

- The district has articulation agreements with University of North Florida and Florida State College at Jacksonville.
- Most CTE programs throughout the district have an advisory committee.
- Advisory committee members consist of individuals from business and industry, community and the Chamber of Commerce.
- Students are receiving internships from Levy restaurant, Everbank stadium, Chamber of Commerce, Mayo Clinic and Vistar Credit Union.
- Chartwell is contracted to provide food services and offer mentoring to students in the culinary arts program. They also provide a chef to all culinary art programs within the District.

**J. PERKINS LOCAL PROGRAM IMPROVEMENT PLAN** – A Perkins local program improvement plan (PIP) is required when an agency does not meet 90 percent of its agreed-upon goals for individual performance measures.

- The district met at least 90 percent of its agreed upon target; therefore, a Perkins local program improvement plan (PIP) was not required.

**K. STUDENT PERSPECTIVE** – The team meets with groups of students; their perspective is presented as a portion of this report.

- CTE students in the Duval County School District represent diverse cultures and ages.
- In general, students were complimentary of teachers, counselors and the administration.
- Students enjoy the individual attention they receive from instructors during class.
- Information regarding financial aid and other resources are readily available for students.
- Students expressed pride in their programs and in the facilities.
- Students are happy with the time and location of programs.

## CONCERNS

Andrew Jackson High School:

- Concern K1: The students are frustrated due to the lack of help from guidance counselors.
- Concern K2: There are teachers that are teaching classes that they aren't certified to teach.
- Concern K3: Transportation to college campuses for students to take program courses is not available.
- Concern K4: The school and classroom environments at times, are not conducive for learning.
- Concern K5: Health Occupations Students of America (HOSA) expressed that there is lack of exposure to adequate resources and relevant/up-to-date equipment in their program.
- Students stated that when they attend competitions they feel disadvantaged because they have not been exposed to the relevant technology being used at the competitions.
  - Concern K6: The students feel as though they are being thrown into classes that are not needed or required for graduation nor will benefit from them in any way.

## **VIII. REQUIRED RESOLUTION ACTIVITIES**

### CAREER AND TECHNICAL EDUCATION

1. Action plan – Duval County School District is required to complete an action plan (Appendix B) to address the concerns noted in focus areas B, C, E, and K documented in Section VII above.

Once the action plan is submitted, reviewed, and approved, the leader of the onsite visit is responsible for the regular follow-up with the agency's designated representative to ensure that resolution is complete.

## **IX. REMARKS**

The following are additional comments made by the monitoring team in regard to the monitoring visit: The administration and teachers interviewed during the visit demonstrated a high level of commitment to CTE programs. The administration and teachers were also attentive to the success of students as shown by the culture throughout the district and its programs.

## **X. SUMMARY**

Once the field work is completed, including receipt of requested information, a draft report is forwarded to the provider for review. Comments are accepted and considered. The final report is completed, forwarded to the agency head with a copy to the appropriate parties, and is posted on the department's website at the following address: <http://www.fldoe.org/workforce/reports.asp>.

Finally, the division issues a closure notice to the agency head and designated contact person. This notice indicates all outstanding items have been completed.

We want to extend our appreciation to all participants in the Duval County School District onsite monitoring visit. Special thanks are offered to Arlinda Smith, executive director for career and technical education and Louis Simmons, career and technical education specialist, for their participation and leadership in this process.

**APPENDIX A**

Duval County School District  
Career and Technical Education  
Risk Matrix

<b>Risk Matrix for Districts Receiving Career and Technical Education (CTE) Carl D. Perkins Grants</b>					
Agency Name: <b>Duval County District School Board</b>					
Program type: <b>CTE</b>					
Target Year: <b>2012-2013</b>					
Monitoring Year: <b>2014-2015</b>					
<b>Metric</b>	<b>Scaling</b>	<b>Point Value</b>	<b>Points Assigned</b>	<b>Weight</b>	<b>Total Metric Points</b>
<b>Total CTE Budget Allocated Value</b>	Upper Quartile	7	<b>7</b>	X 10	<b>70</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
<b># CTE Grants Value</b>	4+	7	<b>3</b>	X 8	<b>24</b>
	3	5			
	2	3			
	1	1			
<b>CTE PIP Index Value</b>	7.50 – 10.00	7	<b>0</b>	X 8	<b>0</b>
	5.00 – 7.49	5			
	2.50 – 4.99	3			
	0<index<2.50	1			
	0	0			
<b>CTE Director Change Value</b>	Yes	7	<b>0</b>	X 6	<b>0</b>
	No	0			
<b>CTE Funds Remaining Point Value</b>	Upper Quartile	7	<b>7</b>	X 4	<b>28</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>OAG Findings Value</b>	Upper Quartile	7	<b>7</b>	X 4	<b>28</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>AGENCY RISK SCORE:</b>					<b>150</b>

## APPENDIX B

### Duval County School District Career and Technical Education Action Plan

Type of Plan	Strategies	Person Responsible	Projected Date of Completion
<b>Action(s) (concerns):</b>			
Concern B1: There is currently no CTE assessment coordinator at the district.	Utilize weekly briefing system to send monthly CTE testing updates and to request school level data be submitted to the Executive Director one week from receipt of the briefing.	Arlinda Smith / School Principal	Weekly briefings are released weekly. Requests involving CTE data will begin December 5, 2014.
Concern B2: In reviewing individual records of 10 students, one of the students did not pass the course but was reported for receiving an OCP.	Agency Response B2: The agency acknowledged the reporting error during the onsite visit and will make effort to prevent any reporting errors from occurring in the future.	Arlinda Smith	Complete.
Concern C1: The cosmetology teacher expressed the need for a new laptop and three new additional computers (Asa Philip Randolph Academies of Technology).	Provide requested laptops.	Arlinda Smith / School Principal	Per the Principal on October 28, 2014 this has been taken care of.
Concern C2: Information Technology (IT) and Health programs have updated/new books but not a sufficient amount for the number of students in the classroom (Asa Philip Randolph Academies of Technology).	Information Technology curriculum is all on-line and was purchased by the district in August. CTE has not had a textbook adoption in over 7 years. The health instructor requested EKG books which an order was placed using the	Arlinda Smith	Schools already have access to on-line books for IT. As it pertains to Health, waiting for delivery – already purchased: Purchase Order #4515004424.

	industry certification funds received in 13-14.		
Concern C3: There is a need for an additional teacher in the Allied Health and IT programs (Asa Philip Randolph Academies of Technology).	School-based concern. School does not have the allocation to do so, but wants to hire a part-time IT instructor.	School Principal	HR is seeking a candidate, we hope to identify one and have in place by December 1, 2014.
Concern C4: The Culinary Arts program stated that there is a need for four additional microwaves (they currently have 1) for the classroom (Robert E. Lee High School).	Order placed with EH Thompson on Thursday, October 16 for 4 household microwave ovens. (4@\$180 ea.)	Arlinda Smith	Waiting for Delivery Purchase Order #1150005471.
Concern C5: There is no technology in the Culinary Arts program to assist with teaching except for the overhead projector (Robert E. Lee High School).	4 all-in-one desktops were delivered, set-up and configured to the printer on Tuesday, October 14.	Arlinda Smith	Completed October 14, 2014.
Concern C6: The ServeSafe manual (industry certification) in the culinary Arts program is not available as a classroom set classroom (Robert E. Lee High School).	Surveyed all Culinary Arts instructors on October 6-10. Each instructor sent in a requested number of manuals needed. On Tuesday, October 11, I ordered 440 ServSafe manuals to be distributed across the district.	Arlinda Smith	Waiting for Delivery Purchase Order #4515004619
Concern C7: Health Occupation students are not being exposed to equipment and technology that is relevant and state-of-the-art (Andrew Jackson High School).	The school has solicited district CTE assistance in locating the purchased manikins. <ol style="list-style-type: none"> <li>1. Asset #13410032592 – Manikin Simulation Patient Care/CPR \$1.231.10</li> <li>2. Asset #13410032593 – Manikin Simulation Patient Care \$803.60</li> <li>3. Asset #13410032591 –</li> </ol>	Arlinda Smith Louis Simmons	Reallocate manikins from another high school whose program has since closed if the school's property cannot be found by November 10, 2014.

	Manikin Simulation Comp Skills Training \$13,250.00		
Concern E1: Safety goggles were not worn by all students in the automotive program (Frank H. Peterson Academies of Technology).	E-mailed the concern to the principal to follow-up with the instructors.	Arlinda Smith	Principal confirmed receipt and assured the district that the concern would be corrected effective immediately: October 28, 2014.
Concern E2: Safety rule postings were not broadly posted in the automotive program (Frank H. Peterson Academies of Technology).	E-mailed the concern to the principal to follow-up with the instructors.	Arlinda Smith	Principal confirmed receipt and assured the district that the concern would be corrected effective immediately: October 28, 2014.
Concern E3: The television production class lacked sufficient space to accommodate the class size (Edward H. White High School).	School-based concern. This program did not come through CTE. It is set-up under IB.	School Principal	School will explore the possibility of relocating the class and report to the Region Superintendent by November 10, 2014.
Concern E4: The Culinary Arts class lacked sufficient space to accommodate the class size (Robert E. Lee High School).	School-based concern. Enrollment by period is as follows: P1 – 46; P2 – 43; P3 – 34 P5 – 49; P6 – 49; P8 - 36	School Principal	School will explore the possibility of relocating the class or minimizing the number of students enrolled and report to the Region Superintendent by November 10, 2014.
Concern K1: The students are frustrated due to the lack of help from guidance counselors (Andrew Jackson High School).	School-based concern.	School Principal	School administration will discuss concern with counselors and address by November 10, 2014.

<p>Concern K2: There are teachers that are teaching classes that they aren't certified to teach (Andrew Jackson High School - Information Technology).</p>	<p>Information technology instructor is certified to teach the course but does not possess the industry certification(s).</p>	<p>Arlinda Smith</p>	<p>Continuing to instruct the teaching in the Intro. to Information Technology course that he is currently enrolled in with the district to obtain CIW-IBA and SDA certifications. Course completes on December 3, 2014, after which the individual will attempt both exams.</p>
<p>Concern K3: Transportation to college campuses for students to take program courses is not available (Andrew Jackson High School).</p>	<p>Not related to CTE. No program currently have courses on the college campus, however, transportation is funded when those opportunities are present.</p>	<p>Andrew Post</p>	<p>Complete – Funds are budgeted in Trust.</p>
<p>Concern K4: The school and classroom environments at times, are not conducive for learning (Andrew Jackson High School).</p>	<p>School-based concern</p>	<p>School Principal</p>	<p>Region Superintendent will conduct bi-weekly walkthroughs with the Principal.</p>
<p>Concern K5: HOSA expressed that there is lack of exposure to adequate resources and relevant/up-to-date equipment in their program (Andrew Jackson High School).</p> <ul style="list-style-type: none"> <li>▪ Students stated that when they attend competitions they feel disadvantaged because they have not been exposed to the relevant technology being used at the competitions.</li> </ul>	<p>The school has solicited district CTE assistance in locating the purchased manikins.</p> <ol style="list-style-type: none"> <li>4. Asset #13410032592 – Manikin Simulation Patient Care/CPR \$1,231.10</li> <li>5. Asset #13410032593 – Manikin Simulation Patient Care \$803.60</li> <li>6. Asset #13410032591 – Manikin Simulation Comp Skills Training \$13,250.00</li> </ol>	<p>Arlinda Smith Louis Simmons</p>	<p>Reallocate manikins from another high school whose program has since closed if the school's property cannot be found by November 10, 2014.</p>



<p>Concern K6: The students feel as though they are being thrown into classes that are not needed or required for graduation nor will benefit from them in any way (Andrew Jackson High School).</p>	<p>School-based concern. There are students in both the Health Magnet and Information Technology programs who have expressed concern about not wanting to be in the program.</p>	<p>School Principal</p>	<p>Students will be scheduled to discuss their concerns with a counselor by November 15, 2014, and moving forward, the school will work through the Counselors to provide additional guidance during the subject selection process April 2015.</p>
<p>Technical assistance needed and/or provided: N/A</p>			
<p style="background-color: #cccccc;"></p>			
<p>Plan submitted by (name and title): <u>Arlinda Smith, Executive Director</u> Date: <u>November 5, 2014</u></p> <p>Plan accepted by: <u>Tashi Williams</u> Date: <u>November 6, 2014</u></p>			
<p style="background-color: #cccccc;"></p>			
<p><b>Status of Resolution Plan</b> (to be completed by DOE staff)</p>			
<p>Date</p>	<p>Status of Plan Completion</p>		

## **Attachment**

### Duval County School District

I would like to acknowledge our Medical Academy at Mandarin High School. They had a 96 percent passing rate on the CMAA for the 2013-14 school year. The culinary programs at Frank H. Peterson, Sandalwood and Terry Parker participated in the Cooking Up Change competition which was started by the Michelle Obama, First Lady of the United States. Sandalwood placed first and earned an opportunity to compete against other districts for a trip to the White House. We opened three (3) new culinary programs in the 2013-14 school year (First Coast, William M. Raines and Westside High Schools). Frank H. Peterson earned the recognition of Model Academy by the National Career Academy Coalition (NCAC) for two (2) academies (Aviation and Culinary). This school has eight (8) academies of which six (6) have earned model status.

Arlinda Smith, executive director for career and technical education.