



FLORIDA DEPARTMENT OF  
**EDUCATION**  
CAREER AND ADULT EDUCATION

**Quality Assurance and Compliance  
Onsite Monitoring Review  
for  
Career and Technical Education  
And  
Adult Education**

**Indian River State College**

**October 19-21, 2022**

**Final Report**

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Florida Department of Education  
Division of Career and Adult Education  
**Indian River State College**  
**Career and Technical Education and Adult Education**  
**Quality Assurance and Compliance Monitoring Report**

## **I. INTRODUCTION**

The Florida Department of Education (FDOE), Division of Career and Adult Education (division), 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 (QAC) section is responsible for designing, developing, implementing, and evaluating a comprehensive quality assurance system, 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 (USDOE) for Career and Technical Education (CTE) under the Carl D. Perkins (Perkins) Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act, and for Adult Education (AE) under the Workforce Innovation and Opportunity Act (WIOA) of 2014. FDOE awards sub-grants 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 sub-grants 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 pursuant to 34 CFR 76.770, Education Department General Administrative Regulations (EDGAR) and the Uniform Grant Guidance (UGG) for grant awards issued on or after December 26, 2014. The Florida Department of Education, Division of Career and Adult Education, is required to oversee the performance of sub-grantees in the enforcement of all laws and rules (Sections 1001.03(8) and 1008.32, Florida Statutes).

## **III. QAC CORE MONITORING GUIDE**

The Core Monitoring Guide (CMG) is intended to be used broadly by any reviewer conducting an onsite or desk monitoring of any program currently administered by the division. The guide provides a summary of each facet of the monitoring design and the process. It also contains objectives that may be used as agencies are monitored or reviewed. It is on the division's website at <http://fldoe.org/academics/career-adult-edu/compliance>.

## **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 department and the division. A risk matrix identifying certain operational risk factors is completed for each provider. The risk matrix for each program monitored is 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 QAC section may apply any specific monitoring strategy to any federal or state-funded provider at any time. There may be circumstances that may warrant onsite monitoring, desk monitoring review or other strategies regardless of a provider's risk matrix score.

Indian River State College (IRSC) monitoring strategy was determined to be an on-site monitoring review (OSMR). Notification was initially sent to Dr. Timothy E. Moore, president, on July 30, 2022. The designated representative for the agency was Dr. Prashanth Pilly. The division's representative conducting the OSMR was the program specialist, Charles Davis of the Quality Assurance and Compliance section.

**V. INDIAN RIVER STATE COLLEGE**

**ENROLLMENT:**

CTE (possible duplication at program level): post-Secondary – 15,351

AE – 1,625

**Finance**

The provider was awarded the following grants for fiscal year's (FY) 2019-20, 2020-2021 and 2021-22:

**FY 2019-20**

<u>Grants</u>	<u>Grant Number</u>	<u>Grant Amount</u>	<u>Unexpended</u>
Perkins Post-Secondary	562-1610B-0CP01	\$ 1,005,474.00	\$ 694.19
Corrections	562-1910B-0CC01	\$ 45,600.00	\$ 4,113.82
Adult Education - AGE	562-1910B-0CG01	\$ 74,391.00	\$ 464.56
Adult Education - AGE	562-1910B-0CG02	\$ 52,685.00	\$ 242.86
Adult Education - AGE	562-1910B-0CG03	\$ 83,148.00	\$ 864.31
Adult Education - AGE	562-1910B-0CG04	\$ 500,504.00	\$ 1,809.61
Adult Education - IELCE	562-1930B-0CE01	\$ 39,785.00	\$ 1,993.85
Adult Education - IELCE	562-1930B-0CE02	\$ 76,219.00	\$ 2,458.48
Adult Education - IELCE	562-1930B-0CE03	\$ 52,277.00	\$ 3,081.17
Adult Education - Leadership	562-1920B-0PL01	\$ 377,259.00	\$ 79.67

**FY 2020-21**

<u>Grants</u>	<u>Grant Number</u>	<u>Grant Amount</u>	<u>Unexpended</u>
Perkins Post-Secondary	562-1611B-1CP01	\$ 914,701.00	\$ 39,399.87
Perkins Rural	562-1611B-1CR01	\$ 25,000.00	\$ 6,361.38
Corrections	562-1911B-1CC01	\$ 46,600.00	\$ 46,600.00
Adult Education - AGE	562-1911B-1CG01	\$ 74,391.00	\$ 287.89
Adult Education - AGE	562-1911B-1CG02	\$ 52,685.00	\$ 14.22
Adult Education - AGE	562-1911B-1CG03	\$ 83,148.00	\$ 5.56
Adult Education - AGE	562-1911B-1CG04	\$ 500,504.00	\$ 762.85
Adult Education - IELCE	562-1931B-1CE01	\$ 39,785.00	\$ 1,025.33
Adult Education - IELCE	562-1931B-1CE02	\$ 76,219.00	\$ 170.78
Adult Education - IELCE	562-1931B-1CE03	\$ 52,277.00	\$ 296.38
Adult Education - Leadership	562-1921B-1PL01	\$ 756,615.00	\$ .00

**FY 2021-22**

<u>Grants</u>	<u>Grant Number</u>	<u>Grant Amount</u>	<u>Unexpended</u>
Perkins Post-Secondary	562-1612B-2CP01	\$ 852,040.00	\$ N/A
Perkins Career Pathways	562-1612B-2C001	\$ 49,847.00	\$ 1,451.45
Adult Education - AGE	562-1912B-2CG01	\$ 214,537.00	\$ N/A
Adult Education - AGE	562-1912B-2CG02	\$ 160,209.00	\$ N/A
Adult Education - AGE	562-1912B-2CG03	\$ 221,604.00	\$ N/A
Adult Education - AGE	562-1912B-2CG04	\$ 530,695.00	\$ N/A
Adult Education - IELCE	560-1932B-2CE01	\$ 50,361.00	\$ N/A
Adult Education - IELCE	562-1932B-2CE02	\$ 36,326.00	\$ N/A
Adult Education - IELCE	562-1932B-2CE03	\$ 52,392.00	\$ N/A
Adult Education-- Leadership	562-1922B-2PL01	\$ 3,191,127.00	\$ N/A

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

<https://irsc.edu/>.

**VI. MONITORING ACTIVITIES**

The monitoring activities included pre- and post-review planning, an entrance and exit meeting, records review, and interviews with administrators, if necessary.

Onsite Visits

The monitoring team visited the following locations:

- Indian River State College
- Massey Campus
- Mueller Campus
- Pruitt Campus
- Treasure Coast Technical College

Entrance and Exit Meetings

The entrance meeting for IRSC was conducted on October 19, 2022. The exit conference was conducted on October 21, 2022. The participants are listed below:

<b>Name</b>	<b>Title</b>	<b>Entrance Conference</b>	<b>Exit Conference</b>
Dr. Prashanth Pilly	Dean, Business Division	x	x
Dr. Patricia Gagliano	Dean, School of Nursing	x	
Dr. Ann Hubbard	Dean, Health Sciences	x	x
Bryce Coleman	Grant Accounts Analyst	x	x
Lynn Durocher	Grants Administration Manager	x	
Dr. Heather Belmont	Provost, VP Academic Affairs, CAO	x	x
Dr. Angela Browning	Vice President of Research and Institutional Effectiveness	x	x
William Solomon	Dean, Workforce Education and Advance Tech.	x	
Kristine Blum	Director, Adult Education	x	x

Winsome Glave	Adult Education Instructional Manager	x	
Lindsay Doss	Perkins Project Specialist	x	x
Lila White	Perkins Program Specialist	x	x
<b>FDOE Monitoring Team</b>			
Chuck Davis	Program Specialist, QAC, FDOE	x	x
Michael Swift	Program Specialist, QAC, FDOE	x	x

Interviews

No interviews were required as part of the OSMR. IRSC submitted thorough and qualitative documentation and records via the FDOE ShareFile.

Records Review

Program, financial, administrative and student records were reviewed. A complete list is provided in section VII, section F. A minimum of 50 student records were checked. In addition, policies and procedures were examined and discussed at various times during the monitoring review.

**VII. OBSERVATION**

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

- IRSC’s faculty are charged with developing and implementing a plan to consistently update and improve student learning. IRSC uses Departmental, Division, and Advisory Board meetings for CTE programs to plan for implementation of changes to reflect the newest developments in academic, technical, and employment skills needed for CTE learners in their region.
- As part of the required Comprehensive Local Needs Assessment (CLNA), CTE administrative staff consulted with numerous individuals and entities across the multi-county service area. Those stakeholders included but were not limited to; students; teachers; Deans; CareerSource Heartland; Career Source Research Coast; the Indian River Chamber of Commerce; Men of Color; Women of Color and multiple local and regional business and community leaders. IRSC plans to continue to engage stakeholders. Plans include convening focus groups, listening sessions, roundtables, advisory meetings and surveys.
- The mandated CLNA (CTE only) provided input as to what professions, occupations and training were needed in the community.
- 
- IRSC adheres to federal and state record retention policies.

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

- IRSC utilizes WorkDay® as their management information system (MIS) and student information system (SIS) to house and track postsecondary CTE student data such as records, grades and attendance.

- IRSC submitted a “Collection of Data Elements” attestation stating that all required elements required of their local MIS are in place. The college follows the WDIS handbook for all data elements.
- Any person who administers a Test of Adult Basic Education (TABE), Comprehensive Adult Student Assessment System (CASAS) must be certified and trained, either by publishers' standards or in accordance with testing policies for IRSC. Test administrations at IRSC are completed by following the test administration manual verbatim to ensure a fair and consistent testing environment.
- Student electronic files include "release of information" clauses as required by the Family Educational Rights and Privacy Act (FERPA).
- Samples of CTE and AE student data were reviewed and verified for accuracy as part of the on-site review. Errors were uncovered during our review of the AE student data and will result in a finding. More information about the finding is in Section VIII of this report. All student records were provided by IRSC.

C. **CURRICULUM AND INSTRUCTION** refers to those elements that contribute to student learning and skill acquisition.

- The Florida Standards provide the foundation for instruction in IRSC. Curriculum and Digital Learning provides training, ongoing professional development, digital resources and documents based on these standards.
- IRSC’s faculty are charged with developing and implementing a plan to consistently update and improve student learning. IRSC has developed policies in which laptops and “hotspots”, providing for wireless network connections, are loaned out to students. IRSC also utilizes computer labs on its campuses as a major resource for providing equity and access to its CTE programs. These labs provide access to technology and direct technical support to CTE students.
- Personnel Activity Reports were provided for time and effort evidence.
- New AE students begin by taking the TABE or CASAS assessment with Assessment Staff. Students receive orientation to the program with general inquiry into students' goals and program expectations.
- Representatives of special populations were consulted and included in the CLNA process through invitations to and participation at Advisory Board meetings
- The average freshman retention rate, an indicator of student satisfaction, is 64.5%. IRSC has a total undergraduate enrollment of 22,851 with a gender distribution of 38.6% male students and 61.4% female students. IRSC has racially and ethnically diverse student body, with residents of four Treasure Coast counties (St. Lucie, Martin, Indian River and Okeechobee) making up most enrollees.

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

- WorkDay® is the Colleges’ Inventory Management System.
- All inventory criteria set forth by federal, state and local guidelines are included within the inventory management system. The inventory management system was verified during the OSMR.
- Most property is acquired by a requisition/purchase order. A requisition is completed and forwarded to the Purchasing Department (for instructions on completing a Requisition refer to Purchasing Procedures). Items with a cost of \$1,000.00- \$4,999.99 use the general ledger code (GLC) of 706xx (where the “xx” equals the digits 01 – 06). Items with a cost of

\$5,000 and up use the general ledger code of 710xx (where the “xx” equals the digits of 10 – 41). General ledger codes of 706 and 710 should never end with 00 (ex. 70600 or 71000). These codes alert the Property Manager that the items purchased must be accounted for on the property/inventory system. Because of the link between the requisition/purchase order and the property system, much of what appears on the purchase order will appear on the property record. After review by the Purchasing Department and meeting all purchasing requirements, the requisition is converted to a Purchase Order and mailed to the vendor. Items that transfer directly from the purchase order to the property system include:

- a. Item Name
- b. Room Number
- c. Ordered By/Requester
- d. Deliver To (appears as “User” on the property control system)
- e. General Ledger Code
- f. Building/Room Location
- g. Purchase Order Number

- Property with a value of \$1,000.00 or more must receive a barcode decal and be entered on the inventory records. This is handled automatically when items are delivered to the campus through the Receiving Department. Items received are matched with a purchase order and tagged by the Receiving Department. The Receiving Department reports the necessary information via a completed Property Data Input Sheet to the Property Manager, who enters the information on the mainframe property system. Monthly Inventories are the responsibility of the Property Custodian.
- Each fiscal year the College is required by law to conduct a physical inventory. The Property Office conducts the inventory using barcode scanners and special software. This software enables the location of scanned property to be automatically updated when the data is uploaded to the College’s mainframe. If for some reason the Property Office is not able to conduct the inventory with the barcode scanners, a computerized printed property list is prepared and sent out to the Vice Presidents/Deans for the Users which fall under their area. The Vice President/Dean or User assign an individual to complete the physical inventory for each user list. Any changes or missing items are noted on the inventory sheet. Upon completion, the individual taking the inventory sign the list and return it to the Property Custodian for their area or the Vice President/Dean to sign and return to the Property Office/Purchasing Department. The sheet must have two different signatures. Once the first pass has been completed with the scan guns and/or inventory sheets, the Property Manager reviews the results. After reviewing the results, a list of items, which have not been accounted for, are sent to each Property Custodian to be located.
- Monitoring staff conducted an inventory audit at five locations.

E. **ACCESS AND EQUITY** refer to compliance with federal non-discrimination laws' requirements relating to recruitment, enrollment, participation and completion of programs.

- The Office of Equal Educational Opportunity (OEEO) is responsible for monitoring and overseeing civil rights compliance obligations. Should you have any questions or concerns, please contact the OEEO at 850-245-0511.

F. **RECORDS REVIEW** refers to reviewing the records and documents that evidence compliance with federal and state rules and regulations. In addition, a sampling of financial and programmatic records is reviewed.



- Size, scope and quality review
- CLNA –Local Market Alignment
- MIS data element attestation
- District policies and procedures for finance and procurement
- College technology plan
- WDIS user guide
- Student and employee handbooks
- Inventory and procurement records
- Memorandums of Understanding (MOUs) and articulation agreements
- Advisory committee records – agendas, sign-in sheets, etc.
- College professional development and training records – agendas, sign-in sheets, training materials, etc.
- CTE and AE student data review
- TABE and CASAS proctor records

**G. 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.

- WorkDay® is used as the college's Enterprise Resource Planning (ERP) system.
- **SPECIFIC DUTIES AND RESPONSIBILITIES:**

The specific duties and responsibilities for purchasing agent include, but are not limited to:

1. Conducting annual inventory and unannounced audits of inventory at all campus locations;
2. Completing inventory processes in WorkDay®;
3. Affixing barcode(s) to inventory item(s) once received, issued and assigned;
4. Tracking inventory and their location and reconciling for any discrepancies in Workday;
5. Monitoring relocation of assets and completing necessary processes;
6. Assisting in preparing capital asset depreciation schedules for the Annual Financial Report and Notes to Financial Statements;
7. Completing monthly reconciliation of the inventory to the general ledger;
8. Preparing monthly and year-end inventory reports for the Finance Division;
9. Assisting with audit inquiries and requests related to purchasing and inventory of assets;
10. Assisting in following up with unreconciled expense card transactions;
11. Maintaining supplier files to include updating W9 forms, TIN matching with IRS records and assisting with annual 1099 report;
12. Obtaining quotes for requisitions as needed;
13. Processing orders and requisitions;
14. Assisting with Accounts Payable to research issues for processing invoices for payment;
15. Answering purchasing and inventory related inquiries;
16. Assisting Director of Procurement with follow up of expense reports related to expense card purchases;
17. Assisting in other areas of Purchasing;
18. Completing all other duties assigned by the Director of Procurement.

- Monitoring staff conducted a budget analysis of IRSC FDOE grants with no findings.

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

- In partnership with Career Source Research Coast, St. Lucie Habitat for Humanity, and the Treasure Coast Builders Association, the YouthBuild program at IRSC is designed to assist low-income residents of St. Lucie County who are ages 16 to 24 and in need of a high school diploma become self-sufficient, productive members of the community. YouthBuild students learn while they earn. Participants attend free GED® and college classes; receive educational, job placement and career assistance; construction credentials and earn money while working part-time (for approximately five months) building Habitat for Humanity homes. In addition, YouthBuild has Construction A+ courses that participants can enroll in to earn a credential in CLA (Certified Logistics Associate) and I.T. (Information Technology). YouthBuild provides leadership development training and counseling/case management services. Seventy-five percent of this program is funded by a grant awarded under the U.S. Department of Labor-Employment & Training Administration's YouthBuild program. The remaining 25% of the project is financed by non-governmental sources.
- IRSC has numerous collaborations and MOUs within the local community. They often offer additional educational and job experiences to students within the district. The list of partners includes, but are not limited to:
  - Treasure Coast Technical College (dual enrollment articulation)
  - St. Lucie County School District
  - Martin County School District
  - Okeechobee County School District
  - Indian River Chamber of Commerce

**VIII. RESULTS**

<b>Finding Number</b>	1
<b>Area</b>	Adult Education Student Data Reporting
<b>Finding Summary</b>	Student Data was incorrectly reported to the state.
<b>Finding Detail</b>	During the monitoring review, the student data LCP's and Pre-test and Post-test data were discovered to be submitted incorrectly.
<b>Citation</b>	Violation of UGG 2 CFR 200.329 "Monitoring and reporting program performance."
<b>Recommended/ Anticipated Corrective Action</b>	The CAP will consist of an official notification of corrective action to be sent to the College President and Adult Education Director, a required data reporting training with the Director of Research and Evaluation, and the submission of action steps that will be completed for each remaining survey period of the 2022-23 data reporting year. Specifics will be sent to the agency directly. Additionally, a Memo of Attestation is required from IRSC that states understanding and acceptance of the findings.

<b>Anticipated completion date:</b>	In Progress
<b>Name(s) and Title(s) responsible for corrective action:</b>	Dr. Prashanth Pilly- Dean Business Division
<b>Plan accepted by:</b>	<b>Date:</b>
<b>Status of Action Plan (to be completed by FDOE staff)</b>	
<b>Status of CAP: In progress</b>	<b>Date:</b>

## IX. SUMMARY

Once the monitoring review is completed, including receipt of additional requested information when applicable, a preliminary report is forwarded to the provider for review. Comments are accepted and will be considered at the discretion of the FDOE monitoring team lead. Once the final report is approved, it will be forwarded to the agency head with a copy sent to the provider's designated contact person. The final report will be posted on the department's website at the following address: <http://fldoe.org/academics/career-adult-edu/compliance>.

Finally, the division issues a closure letter to the agency head and designated contact person. This letter indicates that all outstanding corrective action plan items have been completed, when applicable, and that no further action is required. This letter will officially end your monitoring process.

The monitoring team extends its appreciation to all participants of Indian River State College monitoring review on behalf of the department. Special thanks is offered to Dr. Prashanth Pilly for his participation and leadership during this process.

**APPENDIX A**  
**Indian River State College**  
 Career and Technical Education  
 Risk Matrix

**Risk Scores Matrix for Districts Receiving Career and Technical Education (CTE)  
 Carl D. Perkins Grants**

Agency Name: **Indian River State College**  
 Program Type: **CTE**  
 Monitoring Year: **2022-2023**

Metric	Scaling	Point Value	Points Assigned	Weight	Total Metric Points
<b>Number of Years Since Last Monitored</b>	7 or More Years	7	<b>3</b>	<u><b>X 10</b></u>	<b>30</b>
	5-6	5			
	3-4	3			
	0-2	1			
<b>Total Budget for all Perkins Grants Combined</b>	Upper Quartile	7	<b>5</b>	<u><b>X 8</b></u>	<b>40</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
<b>Number of Perkins Grants</b>	4 or More	7	<b>5</b>	<u><b>X 8</b></u>	<b>40</b>
	3	5			
	2	3			
	1	1			
<b>Change in Management Information Systems (MIS) from Previous Fiscal Year</b>	Yes	7	<b>0</b>	<u><b>X 6</b></u>	<b>0</b>
	No	0			
<b>Agency CTE Program Director Change from Previous Fiscal Year</b>	Yes	7	<b>7</b>	<u><b>X 6</b></u>	<b>42</b>
	No	0			
<b>Unexpended Funds from all Perkins Grants Combined</b>	Upper Quartile	7	<b>5</b>	<u><b>X 4</b></u>	<b>20</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>Number of Findings from the Office of the Auditor General</b>	Upper Quartile	7	<b>1</b>	<u><b>X 4</b></u>	<b>4</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>AGENCY RISK SCORE:</b>					<b>176</b>

Data sources used for calculations: Prior to July 1, 2021

**Indian River State College**  
Adult Education  
Risk Matrix

<b>Risk Scores Matrix for Districts Receiving Adult Education (AE) Grants</b>					
Agency Name: <b>Indian River State College</b>					
Program Type: <b>AE</b>					
Monitoring Year: <b>2022-2023</b>					
<b>Metric</b>	<b>Scaling</b>	<b>Point Value</b>	<b>Points Assigned</b>	<b>Weight</b>	<b>Total Metric Points</b>
<b>Number of Years Since Last Monitored</b>	7 or More Years	7	<b>3</b>	<u><b>X10</b></u>	<b>30</b>
	5-6	5			
	3-4	3			
	0-2	1			
<b>Total Budget for all Adult Education Grants Combined</b>	Upper Quartile	7	<b>7</b>	<u><b>X 8</b></u>	<b>56</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
<b>Number of Adult Education Grants</b>	4 or More	7	<b>7</b>	<u><b>X 8</b></u>	<b>56</b>
	3	5			
	2	3			
	1	1			
<b>Change in Management Information Systems (MIS) from Previous Fiscal Year</b>	Yes	7	<b>0</b>	<u><b>X 6</b></u>	<b>0</b>
	No	0			
<b>Agency AE Program Director Change from Previous Fiscal Year</b>	Yes	7	<b>7</b>	<u><b>X 6</b></u>	<b>42</b>
	No	0			
<b>Unexpended Funds from all Adult Education Grants Combined</b>	Upper Quartile	7	<b>5</b>	<u><b>X 4</b></u>	<b>20</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>Number of Findings from the Office of the Auditor General</b>	Upper Quartile	7	<b>1</b>	<u><b>X 4</b></u>	<b>4</b>
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
<b>Adult Education Program Improvement Plan (AEPIP)</b>	Target Not Met on 3 of 3 Indicators	5	<b>1</b>	<u><b>X 6</b></u>	<b>6</b>
	Target Not Met on 2 of 3 Indicators	3			
	Target Not Met on 1 of 3 Indicators	1			
	All targets met	0			
<b>Agency Risk Score</b>					<b>214</b>



**Please address inquiries regarding this report to:**

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