

Quality Assurance and Compliance Onsite Desk Monitoring Review for Perkins Career and Technical Education and Adult Education

Pensacola State College

October - November 2023

Final Report

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Florida Department of Education Division of Career and Adult Education **Pensacola State College Perkins Career and Technical Education And Adult Education Quality Assurance and Compliance Monitoring Report**

I. INTRODUCTION

The Division of Career and Adult Education (Division) within the Florida Department of Education (Department) has several key responsibilities, including leadership, resource allocation, technical assistance, monitoring and evaluation. These duties require the Division to oversee the performance and regulatory compliance of federal and state funding recipients. The Quality Assurance and Compliance (QAC) office plays a critical role in this process by designing, developing, implementing and evaluating a comprehensive quality assurance system, which includes monitoring. This system aims to ensure financial accountability, program quality and regulatory compliance. As stewards of federal and state funds, it is the Division's duty to regularly monitor the use of workforce education funds and regulatory compliance of providers on a regular basis.

II. AUTHORITY

The Department receives federal funding from the U.S. Department of Education for Career and Technical Education under the Carl D. Perkins Strengthening Career and Technical Education (CTE) for the 21st Century Act and for Adult Education (AE) under the Workforce Innovation and Opportunity Act of 2014. The Department awards sub-grants to eligible providers to administer local programs. The Department 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 Code of Federal Regulations 76.770, Education Department General Administrative Regulations and the Uniform Grant Guidance 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 is designed to be utilized by any reviewer who is conducting an onsite or desk monitoring of any program currently administered by the Division. The guide includes a brief overview of each aspect of the monitoring design and the process, as well as objectives that can be used when agencies are monitored or reviewed. You can find the guide on the Division's website at http://fldoe.org/academics/career-adult-edu/compliance. The QAC office may apply any specific monitoring strategy to any federal or state-funded provider at any time. Some circumstances may warrant onsite monitoring, desk monitoring review or other strategies regardless of a provider's risk matrix score.

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 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 QAC office 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.

The Pensacola State College (PSC) monitoring strategy was determined to be an onsite monitoring review (OSMR). Notification was sent to Dr. C. Edward Meadows, President, on September 11, 2023. The designated representative for the agency was Dr. Debbie Douma.

The Division's representative conducting the OSMR was Program Specialist Michael Swift, of the QAC.

V. PENSACOLA STATE COLLEGE

Finance

The provider was awarded the following grants for fiscal years (FY) 2020-21, 2021-22 and 2022-23:

Grant Number	Grant Amount	Unexpended
172-1911B-1CG01	\$ 189,986.00	\$ 249.32
172-1931B-1CE01	\$ 37,711.00	\$ 1,570.95
172-1611B-1CP01	\$ 948,030.00	\$ 28,622.69
Grant Number	Grant Amount	Unexpended
172-1912B-2CG01	\$ 234,856.00	\$ 47,998.49
	\$ 64,142.00	\$ 2,276.03
172-1612B-2CP01	\$ 876,731.00	\$ 14,204.06
Grant Number	Grant Amount	Unexpended
		\$ 19,155.73
		\$ 2,427.10
172-1613B-3CP01	\$ 828,246.00	\$ 26,677.00
	172-1911B-1CG01 172-1931B-1CE01 172-1611B-1CP01 Grant Number 172-1912B-2CG01 172-1612B-2CP01 Grant Number 172-1913B-3CG01 172-1933B-3CE01	172-1911B-1CG01 \$ 189,986.00 172-1931B-1CE01 \$ 37,711.00 172-1611B-1CP01 \$ 948,030.00 Grant Number Grant Amount 172-1912B-2CG01 \$ 234,856.00 \$ 64,142.00 172-1612B-2CP01 \$ 876,731.00 Grant Number Grant Amount 172-1913B-3CG01 \$ 205,567.00 172-1933B-3CE01 \$ 116,642.00

Additional information about the provider may be found at the following web address: https://www.pensacolastate.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 site as part of the OSMR:

- Pensacola Campus
- Milton Campus

• Warrington Campus

Entrance and Exit Conferences

The entrance conference for PSC was conducted on October 31, 2023. The exit conference was conducted on November 1, 2023. The participants are listed below:

Name	Title	Entrance Conference	Exit Conference
Debbie Douma	Dean, Grants and Federal Programs, PSC	Х	Х
Division Monitoring Team			
Michael Swift	Program Specialist, QAC	Х	Х
Charles Davis	Program Specialist, QAC	Х	Х

Interviews

No interviews were conducted as part of the OSMR. PSC submitted thorough and qualitative documentation and evidence to support the QAC Core Activities. A meeting was held on November 17, 2023, to discuss a student data finding.

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. <u>ADMINISTRATION</u> refers to the management and supervision of programs, the structure of programs and services, grant oversight and other administrative areas.
 - The PSC CTE and AE grants are managed by knowledgeable program directors with numerous years of experience within their respective program areas. The program directors work under the leadership and guidance of the Dean of Grants and Federal Programs. The Accounting Office and Assistant Comptroller work directly with program directors to ensure grant funds are expended in accordance with the terms of the federal award and all applicable state, federal and local laws.
 - PSC routinely submits thorough applications and amendments that typically require little to no additional guidance from their Division grant manager. If revisions are needed, the program directors submit those in a prompt manner.
 - Program directors work directly with administrators and faculty to determine the needs of each program area, and to determine if those needs fit within the scope of their federal award.
 - As part of the required comprehensive local needs assessment (CLNA), PSC Postsecondary CTE administrators consulted with numerous individuals and entities across their service area. Representatives from stakeholder groups also provided insight into the workforce needs and opportunities for special student population students. The list of stakeholders includes, but is not limited to:
 - CareerSource Escarosa (CSE) Representatives of local workforce board
 - Escambia and Santa Rosa County School Districts Local secondary educational agency representatives

- George Stone Technical College and Locklin Technical College Postsecondary representatives
- Northwest Florida Homelessness Reduction Task Force Homeless and disadvantaged families representative
- Greater Pensacola Chamber of Commerce
- Escambia County
- Local business owners (private and public)
- o Parents and students
- All CTE programs benefit from strong business and industry relationships and strong advisory committees. These committees are comprised of individuals who assist with the design, development and implementation of CTE programs. In addition to serving in an advisory capacity, they also provided input during the CLNA process.
- PSC conducts ongoing professional learning and training to ensure all CTE administrative staff are up to date on any changes that come from the federal and/or state-level Department of Education. Department-sponsored training events are also attended.
- **B.** <u>**DATA AND ASSESSMENT**</u> refer 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.
 - PSC utilizes Workday® as its integrated Management Information System (MIS) and student information system. The MIS meets all Department requirements as defined by the Data Dictionary.
 - PSC has written procedures for the collection, verification, analysis and reporting of student data. Division policies on the submission of student data are also adhered to and followed.
 - The Associate Vice President of Institutional Research and Enterprise Solutions (IRES) is responsible for the analysis, interpretation, presentation and dissemination of institutional data. This position is also responsible for the following:
 - Senior authority on state data reporting.
 - Provide data and reports to appropriate administrators in reference to enrollment trends/rates, student success rates, completion rates, retention rates, etc.
 - Provide PSC stakeholders with detailed reports on program success in relation to established goals and standards.
 - PSC has local administrators who are responsible for the collection of CTE and AE student data but the Associate Vice President of IRES is ultimately responsible for the submission of accurate data to the Division.
 - PSC provided assessment policies and procedures for all administrators who proctor either the Test of Adult Basic Education (TABE) or the Comprehensive Adult Student Assessment Systems (CASAS). Those policies and procedures included administrative training requirements; pre- and post-test procedures; and assessing learning gains.
 - All TABE and CASAS proctors are certified in accordance with the Division and each testing agency. Administrator certifications were provided by PSC and reviewed as part of the monitoring process.
 - PSC provides students with the following notification(s) regarding the use and dissemination of student data:
 - Notification of social security number collection and use.
 - Notification of student rights provided 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 OSMR. All student records were provided by PSC. Records reviewed included:

- AGE completers and non-completers
- CTE industry certifications
- Postsecondary Adult Vocational program completers

Upon review of the student data, it was determined that PSC was non-compliant in the submission of AGE student data – See finding 1.

- C. <u>CURRICULUM AND INSTRUCTION</u> refer to those elements that contribute to student learning and skill acquisition.
 - PSC offers CTE and AE programs across four campuses throughout their service area. Those include the Warrington, Pensacola, Milton and Century campuses. Each campus is unique in their course offerings, but many programs are offered across multiple campuses to serve the diverse needs of each campus's local demographics.
 - PSC has a memorandum of understanding (MOU) with CSE to provide workforce training, employment assistance and other services for those interested in workforce programs and/or literacy services. The college works closely with CSE to ensure an integrated and efficient delivery of those services. The MOU states the expectations of each party to maximize their effectiveness and avoid a duplication of services provided.
 - PSC offers multiple dual enrollment opportunities for local Secondary students to earn Postsecondary CTE credits in addition to their high school instruction. Multiple MOUs are in place with public and private high schools across Escambia County and Santa Rosa County.
 - PSC offers students multiple opportunities to participate in additional learning activities outside of the classroom.
 - The college offers cooperative work agreements that give currently enrolled students the opportunity to internship with PSC in a variety of professional departments across campus. The Cooperative Education policy and procedure manual includes all work-based learning options available for students.
 - Agreements are in place for health science students to receive clinical hours in live medical settings that go toward their program completion.
 - Cosmetology and Dental Hygienist students provide free and/or discounted services to members of the public. The services are performed under the watch and care of licensed instructors.
 - Culinary Arts students run and maintain on campus dining options that serve students and faculty, as well as the public.
 - Some CTE programs offer Career and Technical Student Organizations that give students the opportunity to gain valuable workforce skills outside of the classroom. Students participate in innovative learning programs; establish business and community partnerships; and serve in leadership roles at the local, state and national levels of the organization.
 - There is a collaborative effort between the AE and Workforce programs to help English language learners not only achieve literacy skills, but also transition into Postsecondary education and/or receive training for gainful employment. In addition to their Integrated English Literacy and Civics Education curriculum, students can participate in Integrated Education and Training (IET) programs offering Health Science and Phlebotomy courses.
 - In accordance with federal law, no student who self-declares a disability is denied appropriate and reasonable accommodations as determined by the student's needs and available PSC resources. PSC provided an example of a student accommodation plan as verification of this policy.
 - PSC offers ample professional learning and training to AE and CTE administrators and staff. Instructors also participate in ongoing trainings provided by the Department, as well as

annual professional learning through the college. Program-specific training and/or certification is also completed as required.

- **D.** <u>**TECHNOLOGY AND EQUIPMENT**</u> refer to a review of the technology and equipment used by students and instructors in the classroom; addresses access, availability, innovation, use and condition.
 - All inventory criteria set forth by federal, state and local guidelines are included within Workday®, the college's fixed asset management system.
 - PSC has policies and procedures on property management, equipment safety/storage, inventory reconciliation and inventory disposal. In addition to the aforementioned policies and procedures, PSC provided internal controls and procedures to govern loss prevention, transfer of property and the surplus of capital assets. Electronic Property Control Records are housed within Workday®.
 - PSC does have dedicated personnel responsible for managing property and inventory. The Coordinator of Capital Outlay and Banking (CCOB) is ultimately responsible for and accepts full custodianship of inventory across all campuses, but each campus has a dedicated inventory custodian responsible for items at his/her location.
 - The CCOB is also responsible for the annual inventory of all college tangible personal property and ensures inventory is completed as scheduled. This position is also responsible for the preparation, reconciliation and maintenance of all related property records and financial reports.
 - PSC reported two incidents of lost, damaged or stolen granted-funded capital assets over the past 36 months. PSC provided campus incident reports for both items.
 - Monitoring staff conducted inventory reviews across multiple campuses, and multiple instances of non-compliance were uncovered See finding 2.
- **E.** <u>EQUAL ACCESS</u> refers to compliance with federal non-discrimination laws' requirements relating to recruitment, enrollment, participation and completion of programs.
 - PSC included the necessary policies required by the General Education Provisions Act (GEPA), which ensures equal access and participation in programs regardless of sex, race, national origin, color, disability or age.
- **F.** <u>**RECORDS REVIEW**</u> 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.

Documents reviewed are:

- Notification of social security number collection and use
- Annual FERPA notification
- IET learning plan
- DE articulation agreements with Santa Rosa and Escambia county school districts
- Lost property report
- Student data
- Fiscal and operational policies and procedures
- TABE and CASAS certifications
- Multiple MOUs and articulation agreements
- Advisory committee meeting records
- Travel records

- Professional learning materials
- Demand occupations lists
- GEPA statement
- ADA policies and procedures
- CLNA documentation
- G. <u>FINANCIAL</u> 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 PSC's financial management system.
 - PSC ensures the efficient management of CTE and AE federal grant funds, and the following components of their financial policies and procedures manual were reviewed:
 - Purchasing guidelines and procedures
 - Sole source purchases
 - Budget implementation
 - Cash management
 - Methods of accounting
 - Fiscal internal controls
 - Records and reporting
 - Inventory management
 - Procurement
 - Conflict of interests
 - Ethics
 - o Travel
 - PSC does use grant-funded purchasing cards (P-card) for minor purchases. All purchases made with P-cards must receive prior approval and be used solely for the operation of a grant-funded program. When a P-card is used, it is the responsibility of the authorized card holder to submit proper documentation to the finance department for reconciliation toward the appropriate grant fund. Sample P-card transactions and reconciliations were provided by PSC.
 - All grant-funded expenditures must receive prior approval from the Accounts Grant Manager, unless notated otherwise. The following monetary thresholds apply to all grant-funded purchases:
 - Purchases up to \$9,999.99 must follow basic procurement standards to ensure the most cost-effective method of procurement.
 - Purchases of items costing \$10,000 up to \$25,000 must have evidence of at least two telephone quotations attached to the expenditure unless exempt from the competitive bidding process.
 - Purchases exceeding \$25,000 but less than \$65,000 must have at least three vendorsubmitted written quotations on file.
 - Expenditures exceeding \$65,000 are entered into a competitive bid process by the Purchasing Department. All purchases matching this threshold must require the Board of Trustees approval.

All sole-source purchases must include written justification and appropriate documentation to be forwarded to the Director of Purchasing and Auxiliary Services prior to expending any grant funds for purchase.

• College policy is that procurement of all services, supplies, materials and equipment is at the lowest cost to the college and maximizes the direct needs of each program area. Also, PSC

has provisions in place that ensure all procurement purchases and/or negotiations include women and minority owned business, if applicable. Samples of purchase contracts with women-owned businesses were provided to the monitoring team.

- PSC provided additional fiscal records such as:
 - Time and effort
 - Procurement
 - o Travel
 - P-card transactions
 - Incident reports for lost equipment

All records were in accordance with applicable local, state and federal law.

- H. <u>COLLABORATION</u> refers to the collaborative agreements, partnerships or memoranda of understanding (MOU) that are in place to benefit an agency's programs and students.
 - PSC has numerous collaborations, partnerships and MOUs throughout their service region. These partnerships aid in the expansion and implementation of the core objectives of PSC. The list of partners includes, but is not limited to:
 - CareerSource Escarosa
 - School Board of Escambia County
 - Santa Rosa County Schools
 - Pensacola Private School of Liberal Arts
 - Florida West Economic Development Alliance
 - University of West Florida

VIII. RESULTS

PSC was found to be out of compliance due to the following:

Finding Number	1
Area	Data and Assessment
Finding Summary	The monitoring staff uncovered multiple instances of student data reported to the Department not matching the student data provided by PSC.
Finding Detail	After conducting a review of AE Completers submitted to the Division, it was determined that multiple students were reported as having earned literacy completion points that were not reflected in their test transcripts.
Citation	Violation of UGG 2 CFR 200.329 "Monitoring and reporting program performance."
Recommended/ Anticipated Corrective Action	The provider will provide a letter of attestation stating they understand and accept the finding.

Anticipated completion date:	N/A		
	Dr. Debbie Douma		
Name(s) and Title(s)	Dean, Grants and Federal Programs		
responsible for			
corrective action:			
Plan accepted by: Debbie D	ouma Date: 2/16/2024		
Status of Action Plan (to be	completed by Division staff)		

Status of CAP: Complete Date: 2/16/2024

Finding Number	2			
Area	Inventory Management			
Finding Summary	Multiple pieces of equipment at the Warrington Campus were either missing asset identification tags, had incorrect tags or were not located while onsite.			
Finding Detail	PSC staff located the correct asset identification tags and provided photographic evidence for their corrective action. Photographs were also provided of the items not located during the initial inventory review.			
Citation	Violation of UGG 2 CFR 200.313; UGG 2 CFR 200.313(c); UGG 2 CFR 200.303(d)(3)			
Recommended/ Anticipated Corrective Action	No further action is required			
Anticipated completion date:	N/A			
Name(s) and Title(s) responsible for corrective action:	Dr. Debbie Douma Dean, Grants and Federal Programs			
Plan accepted by: Michael S	wift Date: 11/1/2023			
Status of Action Plan (to be completed by Division staff)				
Status of CAP: Complete	Date: 11/1/2023			

IX. SUMMARY

After completing the monitoring review and receiving any additional information requested, a preliminary report is sent to the provider for their review. The Division monitoring team lead may consider comments at their discretion. Once the final report is approved, it will be sent to the agency head and a copy will be sent to the provider's designated contact person. The final report will also be posted on the Department's website, which you can find at:

http://fldoe.org/academics/career-adult-edu/compliance

Once all outstanding corrective action plan items have been completed (when applicable), the Division will issue a closure letter to the agency head and designated contact person. This letter will signify the end of the monitoring process and that no further action is required.

The monitoring team would like to extend their appreciation to all participants in the Pensacola State College monitoring review on behalf of the Division. A special thanks is offered to Dr. Debbie Douma for her participation and leadership during this process.

APPENDIX A

Pensacola 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: **Pensacola State College** Program Type: **CTE** Monitoring Year: **2023-2024**

Metric	Scaling	Point Value	Points Assigned	Weight	Total Metric Points
	7 or More Years	7	- 5	<u>X 10</u>	50
Number of Years Since Last	5-6	5			
Monitored	3-4	3			
	0-2	1			
	Upper Quartile	7			40
Total Budget for all Perkins	Upper Middle	5	_	370	
Grants Combined	Lower Middle	3	5	<u>X8</u>	
	Lower Quartile	1			
	4 or More	7			8
Number of Perkins Grants	3	5	1	<u>X 8</u>	
Number of Perkins Grants	2	3	1		
	1	1			
Change in Management Information Systems (MIS)	Yes	7	7	<u>X 6</u>	42
from Previous Fiscal Year	No	0			
Agency CTE Program Director Change from Previous Fiscal	Yes	7	0	<u>X 6</u>	0
Year	No	0			U
	Upper Quartile	7	1 <u>X</u> 4		4
Unexpended Funds from all	Upper Middle	5			
Perkins Grants Combined	Lower Middle	3		<u>X 4</u>	
Terkins Grants Combined	Lower Quartile	1			
	0	0			
	Upper Quartile	7			
Number of Findings from the	Upper Middle	5	1 <u>X</u>		4
Office of the Auditor General	Lower Middle	3		<u>X 4</u>	
Same of the frautor General	Lower Quartile	1			
	0	0			
			AGENCY RISK	<u> SCORE:</u>	148

Data sources used for calculations: Prior to July 1, 2022

Pensacola State College Adult Education Risk Matrix

Risk Scores Matrix for Districts Receiving Adult Education (AE) Grants

Agency Name: **Pensacola State College** Program Type: **AE** Monitoring Year: **2023-2024**

Metric	Scaling	Point Value	Points Assigned	Weight	Total Metric Points
	7 or More Years	7			
Number of Years Since Last Monitored	5-6	5	5	V10	50
	3-4	3		<u>X10</u>	50
	0-2	1			
	Upper Quartile	7	3 <u>X 8</u>		
Total Budget for all Adult	Upper Middle	5		<u>X 8</u>	24
Education Grants Combined	Lower Middle	3			
	Lower Quartile	1			
	4 or More	7			
Number of Adult Education	3	5	_		10
Grants	2	3	5	<u>X 8</u>	40
	1	1			
Change in Management	Yes	7	_	N.C.	42
Information Systems (MIS) from Previous Fiscal Year	No	0	7	<u>X 6</u>	
Agency AE Program Director Change from Previous Fiscal	Yes	7	7	<u>X 6</u>	42
Year	No	0	1		
	Upper Quartile	7	1	<u>X 4</u>	4
Unexpended Funds from all	Upper Middle	5			
Adult Education Grants	Lower Middle	3			
Combined	Lower Quartile	1			
	0	0			
	Upper Quartile	7	1	<u>X 4</u>	4
Namelan (Fishing Course the	Upper Middle	5			
Number of Findings from the Office of the Auditor General	Lower Middle	3			
Office of the Auditor General	Lower Quartile	1			
	0	0			
	Target Not Met		1 <u>X</u>		<u>6</u> 6
	on 3 of 3	5			
	Indicators				
	Target Not Met				
Adult Education Program	on 2 of 3	3		V 6	
Improvement Plan (AEPIP)	Indicators			$\underline{\Lambda 0}$	
	Target Not Met				
	on 1 of 3	1			
	Indicators				
	All targets met	0			
			Agency R	isk Score	212

Data sources used for calculations: Prior to July 1, 2022

ATTACHMENT A



Career and Technical Education Student Resources

Pensacola State College, under the governance of a local Board of Trustees, is committed to providing quality, affordable and accessible educational opportunities through a variety of delivery methods. The College, a member of the Florida College System, offers baccalaureate and associate degrees, workforce certificates; business and industry training; non-credit continuing education; community outreach; and cultural enrichment opportunities for students.

The Office of CTE Student Resources, partially funded by Perkins, provides services to eligible students enrolled in CTE programs – Associate of Science, Vocational Certificate or College Credit Certificates – at PSC. These programs equip students with the academic and technical skills needed to enter the workforce. CTE prepares students for a wide range of high-wage, high-skill and high-demand careers.

For qualifying CTE students, the following resources are available: textbook loans, scholarships, career advising, résumé assistance, professional learning, computer lab access and reimbursement for the costs associated with industry-recognized certification/licensure.

CTE regularly provides workshops and other activities for students; however, during February – National CTE Month – there is a concentrated effort to shine a spotlight on CTE resources and programs with a wide array of offerings on all campuses and centers, including:

- CTE open houses on each campus/center
- National Technical Honor Society tabling event Donuts and Information
- CTE Job Fair (formerly the Multicultural Job Fair)
 - o 39 employers
- Dress for Success Lunch and Learn CTE partnered with the Pirates Care Team, which oversees the professional clothing closet.
- Beads and Burgers information tabling event CTE partnered with TRiO programs (Veterans Upward Bound and Educational Opportunity Center)
- Handshake® Job Board demonstration workshops
- Résumé pop-up workshops
- CTE Career Exploration events held on each campus/center
- Free Application for Federal Student Aid Day in partnership with the Educational Opportunity Center and Financial Aid Office.







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We're kicking off the week with our Dress for Success Lunch and Learn with CTE & Pirates Care in the Student Center and our Homecoming Cookout sponsored by BCM at the Student Gazebo on the Pensacola Campus!





Please address inquiries regarding this report to:

Kara Kearce Director of Quality Assurance and Compliance Kara.Kearce@fldoe.org 850-245-9033

Florida Department of Education Division of Career, Technical and Adult Education 325 West Gaines Street · Room 722A Tallahassee, Florida 32399