

U. S. Department of Education
Office of Career, Technical, and Adult Education

APPLICATION TO PARTICIPATE IN THE PERKINS V QUALITY INDICATOR WORKGROUP

Background

The U.S. Department of Education, Office of Career, Technical, and Adult Education is launching a nationwide initiative to build State capacity to implement the new *Perkins V* quality indicators. Project work will inform development of technical assistance materials that States may access online via the Perkins Collaborative Resource Network, including a Quality Indicator Comprehensive Resource Guide containing web resources, a data dictionary, and reference materials. Workgroup recommendations also will support development of quarterly professional development webinars organized around each quality indicator to assist States in refining their collection and analysis of data.

Purpose

Workgroup members will participate in a series of project activities, occurring between November 2020 and August 2021, to support the development of technical assistance materials. This work will include:

- **Consulting in developing a workplan** — Workgroup activities will be guided by a workplan that details the (1) goals and objectives each workgroup is expected to achieve; (2) topics for monthly virtual convenings, including presentations by SMEs and other identified experts, and facilitated discussions to gather input from QIW members; and (3) tools and resources, which will be used to share promising practices with States.
- **Participating in monthly discussions** — Workgroups will meet on a monthly basis between November 2020 and August 2021. All QIW meetings will be 60-minutes in length and will be held using an online video conferencing platform. Discussions will be directed towards documenting challenges and possible solutions to issues in data collection and database operations, student privacy, interagency data-sharing agreements, analysis protocols, and other topics identified by the SME, QIW members, and federal staff. We will draw on the experience of our QIW members to identify proven State approaches and existing documentation to inform our work. Materials will be housed on an online workspace with dedicated folders for each workgroup.
- **Offering feedback on the development of technical assistance resources** — Findings from QIW meetings will be compiled in a Comprehensive Resource Guide for State consultation. Quarterly webinars also will be held in the second project year to disseminate supports nationwide. Workgroup members will assist in reviewing documentation and offering suggestions to strengthen States' implementation of their quality indicators.

Project work will be facilitated by an experienced, nationally recognized subject matter expert (SME) who will lead QIW discussions and synthesize member recommendations. Participants are encouraged to join a QIW associated with the quality indicator that their State has selected for *Perkins V* reporting, though members may attend meetings of more than one workgroup, if desired.

Technical Assistance Benefits

State and local-level CTE directors and accountability staff participating in the initiative will contribute to the creation of resources and tools that will strengthen the collection, analysis, and reporting of data on secondary CTE programming nationwide. This development work will have longstanding ramifications for CTE program design and the use of data for accountability and program improvement purposes at the State and local levels.

Requirements for Participating

Workgroup membership is open to all secondary and postsecondary State and local-level CTE directors and accountability staff with knowledge of the quality indicators introduced in *Perkins V* and a desire to contribute to a nationwide effort to improve their use. While all State and local-level agency staff are invited to apply, we are seeking representatives with knowledge of States' *Perkin V* accountability systems operations and issues relating to the collection, analysis, and reporting of CTE performance outcome data. Individuals are encouraged to notify their State CTE director of their application and coordinate their participation to the extent practicable.

Please know that we recognize that you are busy responding to multiple challenges and so have structured this work to maximize your impact while minimizing the demands on your time.

Submissions/Application Process

Individuals seeking to participate in this initiative must complete the information requested in the attached application and email it to PerkinsVQI@manhattanstrategy.com by Friday, October 30, 2020. You will be contacted by a project coordinator with more information.

If you have questions, please contact Co-Project Director Lori Meyer at lmeyer@manhattanstrategy.com. Thank you for your willingness to contribute to this important work.

QUALITY INDICATOR WORKGROUP APPLICATION

To apply to participate in this initiative, please supply the information requested below and email this form to PerkinsVQI@manhattanstrategy.com by Friday, October 30, 2020.

RESPOND TO EACH ITEM IN THE SPACES PROVIDED BELOW. FEEL FREE TO PROVIDE AS MUCH INFORMATION AS YOU DEEM APPROPRIATE. THE TABLE CELLS WILL EXPAND AS YOU TYPE.

Section I: Your Institution

Name of Agency:
Applicant Name:
Applicant Title:
Address:
City:
State:
Zip:
Email:
Phone:

<p>Quality Indicator <i>Check the box corresponding to the Quality Indicator Workgroup in which you would like to participate. If your state will be adopting more than one quality indicator, check the box of the primary group in which you would like to engage.</i></p> <p><input type="checkbox"/> 5S1: Recognized Postsecondary Credential</p> <p><input type="checkbox"/> 5S2: Dual Credit or Concurrent Enrollment</p> <p><input type="checkbox"/> 5S3: Work-based Learning</p> <p><input type="checkbox"/> 5S4: Other State-developed Indicator (specify)_____</p>

Section II: Your Experience

<p>Agency Tenure <i>Check the box corresponding to your years of experience working at your agency.</i></p> <p><input type="checkbox"/> Less than one year</p> <p><input type="checkbox"/> One to less than three years</p> <p><input type="checkbox"/> Three to less than five years</p> <p><input type="checkbox"/> Five or more years</p>

Knowledge of CTE Accountability Systems

Check the box corresponding to your level of knowledge for the quality indicator you selected in the following areas.

	<u>Novice</u>	<u>Knowledgeable</u>	<u>Expert</u>
State-level CTE accountability policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State data collection procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State-level database and IT system capabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Education Agency reporting capabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Education Agency program improvement needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issues relating to special population reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issues relating to reporting for nontraditional occupations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section III: Your Participation

Please explain why you are applying to participate in this initiative.

Please describe how your involvement will contribute to the initiative's success.

Thank you for your interest in participating.

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