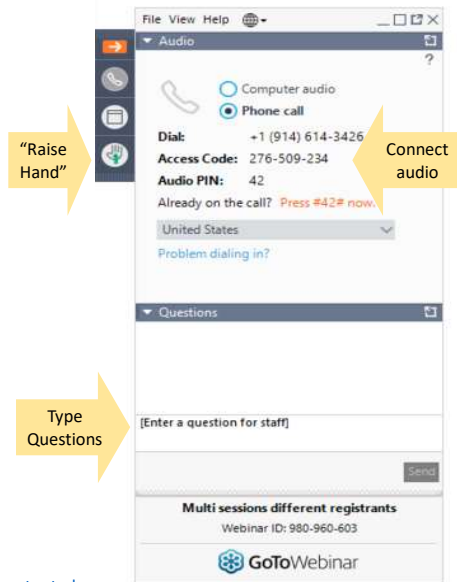


April 15, 2020 COVID-19 Webinar Logistics

- Participants will be on mute the duration of the webinar.
- To submit questions during the webinar, please use the "Questions" function.
- If you would like to be unmuted during Q&A, use the "Raise Hand" function. Staff will indicate when you are unmuted.



PowerPoint will be posted here after the meeting: <http://www.fldoe.org/em-response/documents.stml>
www.FLDOE.org



Division of Florida Colleges and Division of Career and Adult Education Updates

Chancellor Kathy Hebda & Chancellor Henry Mack

April 15 2020

Agenda

- Introduction
- Secondary CTE Program Issues
- Federal Guidance and Grants
- CTE Audit Update
- Florida College System Issues and Updates
- Websites and Contacts

Documents Available on the Website

- Key documents are available here:
 - <http://www.fldoe.org/em-response/documents.shtml>
- DOE Order No. 2020-EO-01:
 - <http://fldoe.org/core/fileparse.php/19861/urlt/DOEORDERNO2020-EO-01.pdf>

Secondary CTE Program Issues

At-Home Testing for Industry Certification Exams

Under the following conditions, students may be authorized to take an industry certification at home through remote testing.

The certifying agency for a credential:

1. Issues the same credential that would have been earned in their traditional proctoring situations,
2. Has processes that ensure confirmation of student test taker's identity,
3. Ensures electronic versions of the exam are delivered securely,
4. Monitors the test administration remotely through a virtual proctor; and,
5. Implements a process for identifying testing irregularities.

At-Home Testing for Industry Certification Exams

- FDOE has reached out to all certifying agencies/test providers to inform them of these requirements.
- Agencies providing options for at home testing that meet these requirements must sign an attestation form in order for their tests to be approved and reportable.
- FDOE will provide a list of CAPE industry certifications for which an at home testing option is available. This list will be posted here:

<http://www.fldoe.org/academics/career-adult-edu/cape-secondary/>

- Updates to this list will be made as more information becomes available.

Federal Guidance and Grants

****All of the content for this section comes from recent guidance provided by the U.S. Department of Education.**

U.S. Department of Education has released FAQs and guidance on several topics

Document	Link
Fiscal FAQs about grants	https://www2.ed.gov/documents/coronavirus/factsheet-fiscal-questions.pdf
Perkins V FAQs on State and Local Plans	https://s3.amazonaws.com/PCRN/docs/20-0086.FAQs_Perkins.pdf
Perkins V FAQs on CLNA	https://s3.amazonaws.com/PCRN/docs/20-0107_Perkins_COVID-19_FAQs_2.pdf
Donation or Loan of Medical Supplies (PPE, etc.)	https://s3.amazonaws.com/PCRN/docs/20-0114_Guidance_on_Donation_or_Loan_of_PPE.pdf

Fiscal Issues

- Grantee or subgrantees may continue to pay the compensation of an employee paid with grant funds from the Department during the period the employee is unable to work because his or her organization is closed due to novel Coronavirus Disease 2019 (COVID-19)
- Grant funds be used to reimburse nonrefundable travel (e.g., conveyance or lodging) or registration costs that were properly chargeable to the grant at the time of booking, if a conference, training, or other activity related to a grant from the Department is cancelled due to COVID-19.
- Grantee or subgrantee may purchase travel insurance with grant funds for future travel under a grant, under certain conditions.
- See memo for complete answers:
<https://www2.ed.gov/documents/coronavirus/factsheet-fiscal-questions.pdf>

Donation or Loan of personal protective equipment (PPE) and other medical supplies or equipment purchased with Federal funds

Grantees and subgrantees may donate or loan personal protective equipment (PPE) and other medical supplies or equipment purchased with Federal funds to health providers

- The U.S. Department of Education's memo on this topic is available here: https://s3.amazonaws.com/PCRN/docs/20-0114_Guidance_on_Donation_or_Loan_of_PPE.pdf
- Grantees and subgrantees must maintain appropriate documentation of the disposition of all donated or loaned items, and make the records available to the Department during monitoring, audits, or other reviews.
- See page 2 of the memo for details on the required recordkeeping.
- If you have any questions, please feel free to contact Gloria Spradley-Brown at Gloria.Spradley@fldoe.org.

Perkins V Plan – CLNA Stakeholder Consultation

- Section 134(d) of Perkins V does not require a local recipient to conduct in-person consultation with a diverse body of stakeholders in order to complete the required comprehensive local needs assessment.
- Local recipients are encouraged to consult with stakeholders by electronic, online means, to the extent possible, in order to conduct their CLNAs and develop their local Perkins plans.

Perkins V Plan – Submission of Performance Data

- For FY 2019-20, States and local recipients are not required to submit performance data on the section 113(b) core indicators.
- A one-year transition plan was authorized for FY 2019 and to use FY 2019 to gather baseline data to establish State-determined performance levels as required under Perkins V.
- For FY 2019-20, States and local recipients are required only to submit narrative information and enrollment data for CTE participants and concentrators.

Perkins V Plan – Timelines for Local Applications

- The U.S. Department of Education used its transition authority in section 4 of Perkins V to enable States to extend the duration of a local recipient's One-Year Local Application, covering FY 2019-20, by three months.
- This extension would enable a local recipient to finalize its full local plan, including completing its CLNA and negotiating locally determined performance levels with the State, if the local recipient chooses to do so. For such a local recipient, the State may issue its FY 2020 Perkins subgrant on schedule to enable the local recipient to continue to seamlessly administer its Perkins V programs and services.

2020-21 Perkins RFAs - Secondary and Postsecondary

- The FDOE will utilize the authority granted by USED and provide school districts and FCS institutions the flexibility to submit the 2020-2021 four-year application/plan no later than August 31, 2020. This will allow for the following:
- Extend the current local 19-20 application/plan through September 30, 2020 and provide a FY2020 operating budget authorized through September 30, 2020, allowing agencies to continue to carry out the activities associated with their approved 19-20 application/plan. This budget will represent one-quarter of the total FY2020 award amount.

2020-21 Perkins RFAs - Secondary and Postsecondary

- By June 30, all agencies must (at a minimum) submit the following in order to receive a July 1, 2020 Project Award Start Data:
 - 2020-21 Budget for period July 1 to September 30, 2020
 - Signature page
 - Assurance Document
- Additional information will be provided in the release of the RFAs and training webinars.

CTE Audit Update

CTE Audit – Track A Market Demand

- FDOE is modifying our data collection plan for programs that did not meet market demand that fall under track A in the CTE audit.
 - Track A- program is being offered in the 2020-2021 year, each district/institution is required to complete a labor market alignment review as part of the comprehensive local needs assessment (CLNA) for Perkins V
 - Track B- all other programs
- Please be advised the department is no longer requiring that institutions complete templates for track A programs.

CTE Audit – Track A Market Demand

- Completion of the Labor Market Alignment Detailed Documentation Excel spreadsheet is sufficient to meet audit requirements for Track A.
- The Labor Market Alignment Excel documents will be released with the Secondary and Postsecondary Perkins V Requests for Application (date of release is still to be determined).
- The draft templates are available here: <http://fldoe.org/academics/career-adult-edu/Perkins/clna.stml>.

CTE Audit – June 30 Deadlines

- *Program Status Template* for programs that did not demonstrate institutional performance or had insufficient data.
- *Market Status B Template* for programs that were not going through the Perkins CLNA Labor Market review.
- CLNA – Labor Market Alignment Template will be submitted by agencies with their Perkins application.
 - NOTE: Agencies may request an extension of this June 30 deadline, if needed, but must be received with the Perkins application by August 31, 2020.



Florida College System



Instructional Delivery Modality for Summer 2020

- For summer 2020, institutions should modify delivery modality to reflect how the course is intended to be delivered the first day of classes of the summer term in which the section is offered.
 - For example, if your college encoded a summer course section as face-to-face or hybrid, and subsequently decided to modify the modality to online only prior to the start of the summer term, then you must modify the modality to online only.
- We do not recommend modifying modality unless your college has made a final decision regarding modality.
 - For example, if your college currently intends to offer a course as hybrid or face-to-face, and you are “waiting and seeing” before making a final decision regarding modality, then we recommend no action at this time.

Instructional Delivery Modality for Summer 2020

- There are two relevant existing data elements in the [2019-20 Personnel Database](#), Data Element 4065 and Data Element 4070.
- *Data Element 4065 - Instructional Delivery Method* allows institutions to report course sections in one of three categories:
 - On-Campus Instruction. Face-to-face instruction where students are expected to attend classes regularly. Classroom instruction represents less than 30% of the course is facilitated and delivered using technology where the student and instructor are separated by time, space or both.
 - Hybrid Blend. 30-79% of the direct instruction of the course is facilitated and delivered using technology, where the student and instructor are separated by time, space, or both.
 - Distance Learning. 80% or more of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time, space, or both.

Instructional Delivery Modality for Summer 2020

- Additionally, *Data Element 4070 - Technology Delivery Indicator* indicates the type of technology that is being used by the instructor instead of face-to-face contact. See definitions on page 96 of the [2019-20 Personnel Database](#) Data Dictionary.
 - Materials/Correspondence
 - Internet-based
 - Lecture Capture
 - Web conferencing, videoconferencing, compressed video
 - Video
 - Mixed Delivery
 - None

Withdrawal and Forgiveness

- Institutions seeking to extend the withdrawal deadline to the end of the spring 2020 term may elect to extend withdrawal deadlines past the 70% window established in Rule 6A-14.0301(1)(a), F.A.C., if doing so is in accordance with institutional policies and procedures.
- For students who are on their third attempt and may be seeking a fourth attempt, Rule 6A-14.0301(3), F.A.C., permits institutions to grant students a fourth attempt through an academic appeals process based on extenuating circumstances.
- Section 6 indicates: "Exceptions to [Rule 6A-14.0301 provisions] may be granted through an academic appeals process in accordance with the policies of the local board of trustees. The academic appeals process shall be published in the catalog or student handbook."

Capital Improvement Plans (CIPs)

- The July 1, 2020, Division's deadline to submit CIPs has been moved to Friday, July 31, 2020.
- Instructions for completing the CIP will be provided before the end of April.

Educational Plant Surveys

- The deadline for colleges to submit educational plant surveys remains June 30, 2020.
- However, colleges still have the ability to request an extension through the Office of Educational Facilities.

Space Utilization Calculation and Summer Term Reporting

- Colleges are reporting spring term courses as they were started at the beginning of the term (e.g., face-to-face, online, etc.).
- While room and space utilization for classrooms and labs will be impacted for the summer term with more courses being delivered and reported as online, reports will include notes documenting the COVID-19 circumstances.

CARES Act Funding

- U.S. DOE provided amounts for the Higher Education Direct Grants on their website: <https://www2.ed.gov/about/offices/list/ope/caresact.html>
 - At least 50% must go to student expenses like food, housing, course materials, technology, health care, and child-care expenses.
 - FAFSA is not required, as the goal of this is to relieve burden for students.
 - Get the money to students ASAP (either this summer or next year as applicable); must distribute within one year.
- Colleges determine the award amount to each student
 - The \$6,195 is the Secretary's good advice and example, and not a requirement.
 - The award amount would be in addition to any other aid received (including full Pell).
 - Ignore this aid for any over-award purposes.
- Maintain good documentation in accounting system
 - Regular reporting: first report in 30 days, then every 45 days.
 - Continued discussions on specific GL and Fund.

Resources and Contacts



Florida College System Contact Information

- Student Affairs: Shanna Autry (shanna.autry@fldoe.org)
- Equity and Compliance: Tashi Williams (tashi.williams@fldoe.org)
- Academic Affairs: Mike Sfiropoulos (mike.sfiropoulos@fldoe.org)
- Data and Analytics: Keith Richard (keith.richard@fldoe.org)
- Fiscal Policy: Jon Manalo (jonathon.manalo@fldoe.org)
- Facilities: Lisa Cook (lisa.cook@fldoe.org)
- Emergency Management: Alex Jordan (alexander.jordan@fldoe.org)
- Governmental Relations: Caleb Hawkes (caleb.hawkes@fldoe.org)
- Communications: Pam Forrester (pam.forrester@fldoe.org)
- Additional Leadership:
 - Carrie Henderson, Executive Vice Chancellor (carrie.henderson@fldoe.org)
 - Kathy Hebda, Chancellor (kathy.hebda@fldoe.org)



Division of Career and Adult Education: Contacts

TOPIC	CONTACT NAME(S)	CONTACT EMAIL OR PHONE
Budget Amendments to Grants	Gloria Spradley-Brown or Marcy Sieg	Gloria.Spradley@fldoe.org Elsa.Sieg@fldoe.org
Apprenticeship	Richard "Ted" Norman	Richard.Norman@fldoe.org or 850-245-9039
CAPE/Industry Certifications	Kathryn Wheeler	Kathryn.Wheeler@fldoe.org or industrycertification@fldoe.org 850-245-9030
Adult Education Reporting Questions	Tara McLarnon	Tara.McLarnon@fldoe.org 850-245-9005
Regulated Programs/Postsecondary CTE Programs Issues	Kathleen Taylor or Eric Owens	Kathleen.Taylor@fldoe.org Eric.Owens@fldoe.org
Adult General Education Program Questions	Carol Bailey or Kathleen Taylor	Carol.Bailey@fldoe.org Kathleen.taylor@fldoe.org
CTE Audit	Tara Goodman	Tara.goodman@fldoe.org 850-245-9002
General Perkins V Implementation Questions	Bruce Harrington or Kathleen Taylor	Bruce.harrington@fldoe.org Kathleen.taylor@fldoe.org or perkins@fldoe.org

Resource Summary

- FACTE Google Drive
 - K-12 Secondary CTE Information:
<https://drive.google.com/open?id=1ZvWC8vCwPkuo1Wu5sGJcNDfhchJ5Vn7M>
 - District Postsecondary and FCS CTE Information: <https://drive.google.com/open?id=1nMp6vozvHDka59NmTRRevhYw4xZ-XU2>
- Adult General Education Resources
 - <http://FDOEAdultEd.news/resources>

- Link to Recordings
 - <https://gotostage.com/channel/d9d503843cc346b3b0ff8bb54ccc70da>
- Website location for PowerPoints (posted by date of event)
 - <http://www.fldoe.org/em-response/documents.shtml>

NOTE: Documents and recording are usually available within 24 to 48 hours of the event.



Questions & Answers

For the latest COVID-19 Updates

www.floridahealthcovid19.gov

<http://www.fldoe.org/em-response/index.stml>



www.FLDOE.org

