

**BOARD MEMO**

Date: April 11, 2024

For ACTION    x    
For INFORMATION        

**FROM:** Carmen Sanders, M.S., Executive Director of Instructional Support  
Tricia S. Jacobs, Ph.D., Director of CTE & Workforce Development

**THROUGH:** Pierrette Finney, Ed.D., Chief Academic Officer  
Melanie Kay-Wyatt, Ed.D., Superintendent of Schools

**TO:** The Honorable Michelle Rief, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** 2024–2025 Local Perkins V Plan for Career and Technical Education (CTE) Federal  
Funds

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 2: Instructional Excellence

Goal 3: Student Accessibility and Support

**SY 2023-2024 PRIORITY AREA:**

Academic Achievement

Tier 1 Instruction: Alignment, Rigor, Engagement

**FY 2024 BUDGET PRIORITY:**

Reduce Class Sizes

**SUMMARY:**

The 2024–2025 Local Perkins V Plan for Career and Technical Education (CTE) supports the ACPS Strategic Plan. The board memo will detail components of the plan and proposed expenses.

**DETAILS:**

The CTE Advisory Committee reviewed and provided input to the 2024–2025 Local Perkins V Plan using historical data, the Comprehensive Local Needs Assessment, and information on projected computer and textbook needs. The 2024–2025 Local Perkins V Plan will provide \$324,613.45 to improve and modernize existing CTE program offerings, support English Learners (EL) and Students With Disabilities (SWD), update technology to align with industry standards, and provide staff development opportunities for instructional staff. Grant funding is allocated by a formula based on the ACPS enrollment and special populations served.

The 2024–2025 Local Perkins V Plan contains local assurances and conditions of the grant; Virginia and Perkins performance standards as identified in the CTE Annual Performance Report (APR); CTE management schedules; a proposed new pathway plan of study in Science,

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Technology, Engineering, and Mathematics (STEM): Engineering (Engineering Technology A.A.S.); financial data; and a proposed budget for the use of 2024–2025 federal funds.

Listed below is a description of the proposed expenses that are further explained in the 2024–2025 Local Perkins V Plan:

Amount	Description of Proposed Expenses
<b>\$20,000.00</b>	Permit CTE teachers and administrators to attend local, state, and national professional conferences, and workshops/courses to receive research-based training to improve course content, assessment, instruction, and curriculum design for students.
<b>\$10,765.00</b>	Provide professional leadership development for three teacher stipends to address equity gap analysis.
<b>\$15,000.00</b>	Purchase the hardware needed for EL students in CTE courses for SWD in career connections instruction.
<b>\$125,000.00</b>	Initiate, improve, expand, and modernize labs to include high school business, family and consumer sciences, health and medical science, and technology education (STEM Academy labs) by updating computers necessary to provide students with appropriate instruction.
<b>\$6,080.30</b>	Initiate the Game Design and Manufacturing Pathways Labs with the appropriate state-approved equipment and tools necessary to provide students with proper instruction.
<b>\$20,000.00</b>	Purchase professional equipment from the state equipment list for TV Production, Photography, automotive equipment for Automotive Technology, and small equipment for Cosmetology and other Trade and Industrial Programs.
<b>\$20,000.00</b>	Improve and modernize labs (including STEM Academy) with state-approved equipment and tools necessary to provide students with appropriate instruction.
<b>\$15,000.00</b>	Improve and modernize the Governor’s Health Science Academy (GHSA) labs with the appropriate equipment necessary to provide students with up-to-date instruction in courses. All equipment will be from the state-approved equipment list.
<b>\$6,459.00</b>	Purchase services for credential testing and surveying completer graduates to report required CTE data to meet the state-mandated targets and the 75 percent program completer response rate.
<b>\$31,000.00</b>	Assist students in special populations and nontraditional courses who have won local student organization honors in Marketing [DECA]; Future Business Leaders of America [FBLA]; Family, Career and Community Leaders of America [FCCLA]; Future Educators Association [FEA]; Health Professionals [HOSA]; Technology Student Association [TSA]; and Trades [SkillsUSA] as well as one advisor, with expenses to and from state and/or national leadership conferences, including registration, travel, and lodging fees.
<b>\$6,000.00</b>	Support teacher summer instruction in the Health Science and STEM Academies summer bridge program.
<b>\$6,000.00</b>	Pay staff to work with education and business partners to update/align the curriculum.

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<b>\$16,000.00</b>	Update required online software and e-book subscription resources to meet instructional needs in all CTE program areas.
<b>\$14,000.00</b>	Expand industry credential testing opportunities for students.
<b>\$13,309.15</b>	Support the grant operations through indirect costs of 4.1 percent.

### **BACKGROUND:**

The Perkins V – Strengthening Career and Technical Education for the 21st Century Act and Standards of Quality requires each school division to develop and receive local School Board approval of a CTE plan that includes specific information regarding the program and service descriptions and how grant funds will be used. The Local Perkins V Plan for CTE describes activities and services proposed for the ACPS CTE program. Additionally, the Local Perkins V Plan ensures that all program activities and expenditures are in accordance with Perkins V and all applicable Virginia public school laws.

### **RECOMMENDATION:**

The Superintendent recommends that the School Board approve the 2024–2025 Local Perkins V Plan.

### **IMPACT:**

The above recommendations provide excellent opportunities for ACPS students to graduate ready for college and careers.

### **ATTACHMENTS:**

1. 240411\_Local\_Budget\_Plan\_for\_CTE\_Federal\_Perkins\_Funds
2. 240411\_CTE\_Annual\_Performance\_Report
3. 240411\_State\_Approved\_STEM\_Engineering\_Technology\_A.A.S.\_Pathway

### **REFERENCES:**

1. Local Plan for Perkins Funds 2024-25
2. CTE Annual Performance Report 2022-23
3. Approved STEM Engineering Technology A.A.S Plan of Study

### **CONTACT:**

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