

# COMPREHENSIVE LOCAL NEEDS ASSESSMENT (CLNA) TEMPLATE REGIONAL WORKSHEETS- 2021

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## Introductions

The worksheets below are part of the Comprehensive Local Needs Assessment (CLNA) process. Each eligible recipient applying for Perkins V funding must complete the local CLNA, regional worksheets, budget and Perkins V application. Each school district, consortia or community college CLNA evaluated its CTE programs in regard to the following elements:

- Student Performance
- Size, Scope and Quality; and Implementation of CTE Programs/Programs of Study
- Labor Market Alignment
- Recruitment, Retention, and Training of CTE Educators
- Equity and Access
- Safety for CTE Program(s)/Building(s)/District(s)

Through the 2020 Perkins V application process, each school district, consortia or community college listed priorities based on the results of the CLNA. These priorities have been compiled for each Regional Planning Partnership and will be used for this worksheet.

Before completing the worksheets below, please read through the CLNA Guidebook.

Worksheets include:

### The worksheets below will be completed during Perkins V Year 3, 2021 and Year 5, 2023.

- **Regional CLNA Worksheets** – A worksheet is provided for each of the elements to summarize the findings of the assessment process. These worksheets **will be completed at the Regional Meeting**. All Regional meetings are convened based on the Iowa Regional Planning Partnership division. The Regional Needs Assessment Worksheets must be submitted to the CTE Bureau as documentation of the comprehensive needs assessment process via the Iowa Grants system.
- **CLNA Results Document** – This document summarizes the priorities established as a result of the comprehensive needs assessment process. This should be **completed at the regional level**. This worksheet must be submitted as documentation of the comprehensive needs assessment process via the Iowa Grants system.
- **CLNA Results Document Signature Page** – This page must be signed by each local education partner and the convener of the regional needs assessment process.
- **Local CLNA Regional Phase: School District, Consortium or Community College**- This worksheet defines the strategy or strategies that will be addressed by the local school district, consortium or community college based on the Regional Needs Assessment Documentation Part 2. This should be completed at the **local, consortium or community college level**. The Local Needs Assessment Regional Phase: School District, Consortium or Community College must be submitted to the CTE Bureau as documentation of the comprehensive needs assessment process via the Iowa Grants system.

## Regional Planning Partnership Information:

Please complete the following:

Regional Planning Partnership:	15
Were all school districts and consortia involved in the Consortium CLNA process?	Yes or No If no, list the school districts that did not participate.
Perkins Contact:	
Perkins Contact Email:	

The priorities listed are based on the responses to question 1 of the 2020 Perkins V application:

- List at least the top 3 and up to 5 funding priorities, as identified by your CLNA. For each priority listed address ALL of the following requirements:
  - A. Describe how you used the CLNA results to determine that your school has an Opportunity or Gap in this area.
  - B. Identify the specific Student Opportunity or Performance Gap your consortia or school district/college will address.
  - C. Name the program or programs this priority is related to.
  - D. List the budget requirements that will be required to complete this priority.

Priorities are listed, in no particular order by school, consortia or community college per Regional Planning Partnership.

# CLNA Results document to be completed as a result of the Regional Planning Partnership meeting.

## CLNA RESULTS DOCUMENT - PART 1

Identify three priorities to be addressed by the Region based on the Regional Phase meeting. Priorities can come from different or the same CLNA element. List each priority below and discuss the strategies that will be needed to meet the priority. Each priority must be ranked (1=low; 3=medium 5= high) and ranked as year 1 or year 2.

**Copy and paste from the list below for the CLNA Element Alignment section.**

Element 1: EVALUATION OF STUDENT PERFORMANCE

Element 2: EVALUATION OF SIZE, SCOPE AND QUALITY; AND PROGRESS TOWARD IMPLEMENTING CTE PROGRAMS/PROGRAMS OF STUDY

Element 3: LABOR MARKET ALIGNMENT

Element 4: RECRUITMENT, RETENTION AND TRAINING OF CTE EDUCATORS

Element 5: PROGRESS TOWARD IMPROVING EQUITY AND ACCESS

Element 6: EVALUATION OF SAFETY FOR CTE PROGRAM(S)/BUILDING(S)/DISTRICT(S)

<b>CLNA Element Alignment</b>	<b>List, in order, the priorities that will be addressed on the Regional level.</b>	<b>Strategies that will be needed to address the priority, this includes funding, resources and partnerships.</b>	<b>Priority</b> (1=low; 3=medium 5= high)
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<p>Element 2: EVALUATION OF SIZE, SCOPE AND QUALITY; AND PROGRESS TOWARD IMPLEMENTING CTE PROGRAMS/ PROGRAMS OF STUDY.</p>	<p>Priority 1: Recruit, improve or increase student and employer participation in full continuum of work-based learning (career exploration to work-based learning).</p>	<ul style="list-style-type: none"> <li>● Expand functions of intermediary or other support staff to assist schools</li> <li>● Develop foundational pieces, such as a common framework, to model WBL programs around and allow schools to build from</li> <li>● Create more opportunities to share best practices among districts</li> <li>● Expand funding to support WBL expansion <ul style="list-style-type: none"> <li>○ Release time, subs, PD, best practices</li> <li>○ Personnel to assist locals</li> </ul> </li> <li>● Build awareness of what is involved in the work-based learning continuum and high-quality WBL <ul style="list-style-type: none"> <li>○ Districts designate a WBL point of contact</li> <li>○ Separate groups by subcommittees based on where their district is on the continuum</li> <li>○ Utilize cross-regional collaboration</li> <li>○ Develop tools and a roadmap</li> </ul> </li> <li>● Consider how to best leverage industry partnerships at the regional level to support WBL</li> </ul>	<p>High - 5</p>
<p>Element 3: LABOR MARKET ALIGNMENT</p>	<p>Priority 2: Curriculum and equipment in CTE programming that emphasizes alignment to industry, technology skills, commercial grade tools, and use of software.</p>	<ul style="list-style-type: none"> <li>● Bring together people by service area to have common conversations and benchmark what an ideal program looks like</li> <li>● Establish a shared understanding of the foundational pieces that every program should have in place to ensure equity and consistency across the region.</li> <li>● Share out across the region (best practices) <ul style="list-style-type: none"> <li>○ Utilize best practices from other regions to create efficiencies</li> </ul> </li> <li>● Provide more funding to address resource imbalances in out years to close gaps among programs that are well aligned and those that have needs</li> <li>● Focus on high-demand industries as a way of prioritizing</li> </ul>	<p>High - 5</p>

		<ul style="list-style-type: none"> <li>• Develop regional strategies for the sharing of equipment across institutions</li> </ul>	
Element 2: EVALUATION OF SIZE, SCOPE AND QUALITY; AND PROGRESS TOWARD IMPLEMENTING CTE PROGRAMS/ PROGRAMS OF STUDY.	Priority 3: Career exploration: All students, not later than seventh grade, have exposure to the world of work and districts crafted their own Pre-K through work plan.	<ul style="list-style-type: none"> <li>• Gather of information and people together around what is currently happening in career exploration.</li> <li>• Provide more professional development around the Kuder system (ongoing training) - continuing expenditures on PD and Galaxy expansion</li> <li>• Crosswalk standards to enrich of existing courses, like social studies</li> <li>• Consider how to best leverage industry partnerships</li> <li>• Consider the importance of authentic learning/PBL opportunities to help students “try on” roles within their learning</li> <li>• Raise awareness of the importance of this work with elementary teachers</li> <li>• Support the expansion of career awareness activities in the lower grades</li> </ul>	Medium - 3

### CLNA REQUIRED REGIONAL STAKEHOLDER VERIFICATION - PART 2

This form must be completed to verify the engagement of each of the required stakeholders.

Required Stakeholder(s)	Name and Title of Stakeholder(s)	Organization/Company	E-Signature	Names in no particular order from the screen
School Superintendent or Designee	<ul style="list-style-type: none"> <li>• Jamie Houser, 5-12 Principal, Seymour CSD</li> <li>• Mark Adams, Principal Van Buren County</li> <li>• Dave Harper - Sigourney CSD and Pekin CSD -</li> </ul>			

	<p>Superintendent</p> <ul style="list-style-type: none"> <li>● Richard Montgomery - Albia 7-12 Principal</li> <li>● Steve Noble- Eddyville Blakesburg Fremont Jr/Sr High School Principal</li> <li>● Levi Marx Moravia 7-12 Principal</li> <li>● Amber Goemaat - North Mahaska Jr/Sr High Principal</li> <li>● Karen Swanson, Centerville Schools middle school principal &amp; CTE coordinator</li> <li>● Mike Still - Superintendent</li> <li>● Shane Brown, principal at Moulton-Udell</li> </ul>			
President of the Community College or Designee	Cammie Richards, Director of High School programs at Indian Hills Community College			
Secondary CTE Educator (Agriculture)	Samantha Godwin, Ag Teacher at Van Buren County CSD			
Secondary CTE Educator (Applied Sciences)	Chuck Benge, Curriculum Director, Fairfield			
Secondary CTE Educator (Business)	<ul style="list-style-type: none"> <li>● Kim Gile -Oskaloosa High School - Business Education</li> <li>● Kassidy Middlebrook, Business Education at Wayne Community,</li> </ul>			

Secondary CTE Educator (FCS/Human Services)	Katelyn Weaver- Albia Family and Consumer Sciences			
Secondary CTE Educator (Health Sciences)	None			
Secondary CTE Educator (Information Solutions)	None			
Postsecondary CTE Educator (Agriculture)	Neric Smith-Program Director-Agriculture and Construction, IHCC			
Postsecondary CTE Educator (Applied Sciences)	Jeff Henderson -- IHCC, Assoc. Dean Advanced Technologies			
Postsecondary CTE Educator (Business)	<ul style="list-style-type: none"> <li>● Diane Darland, IHCC Professor of Accounting in the Business</li> <li>● Tish Reck, Instructor Business Specialist</li> </ul>			
Postsecondary CTE Educator (FCS/Human Services)	<ul style="list-style-type: none"> <li>● Barbara Lisk, Program Director of Early Childhood Education, Indian Hills Community College.</li> <li>● Mark Fisher, Program Director of Culinary Arts Indian Hills Community College</li> </ul>			
Postsecondary CTE Educator (Health Sciences)	None			
Postsecondary CTE Educator (Information)	None			

Solutions)				
Intermediary	<ul style="list-style-type: none"> <li>• Nichol Hummell, IHCC Work Based</li> <li>• Nate Miller, IHCC WBL</li> </ul>			
Counselor (AEA and/or School District)	<b>X</b>			
Counselor (AEA and/or School District)	Luann Eakins-Centerville, School Counselor,			
AEA Transitions Coordinator	Michelle Ryan - AEA Transition Coordinator			
Representatives of Special Populations*	Joellen Swartz, Equity Coordinator, Homeless Liaison, At-Risk and Curriculum - Albia CSD			
Representatives of Special Populations*	April Maldonado, Alternative Education, Centerville			
Representatives of Special Populations*	<ul style="list-style-type: none"> <li>• Alan Schwarte, Special Education, Regional Director</li> <li>• Becky Zesiger, Director of Instructions, Davis County</li> </ul>			
Regional Economic and Workforce Development	Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions			
Regional Economic and Workforce Development	Laura Teno, Executive Director, Albia Area Chamber of Commerce			
Regional Economic and Workforce Development	<b>X</b>			

Business and Industry	Amber Pargmann, Engineering Mgr & STEM Outreach Site Coordinator, John Deere			
Business and Industry	Clint Housh, Lockridge Inc. COO			
Business and Industry	Marsha Whisler - Business stakeholder (Honey Creek resorts)			
Business and Industry	X			
Representatives of Indian tribes	None			
DE Representatives	<ul style="list-style-type: none"> <li>● Katy Blatnick-Gagne</li> <li>● Dennis Harden</li> <li>● Jane Bradley</li> <li>● Cale Hutchings</li> <li>● Kristy Volesky</li> <li>● Matt Eddy</li> </ul>			
AEA Representative	Anne Morgan			
<i>*Special Populations as defined in Perkins V: Individuals with disabilities; Individuals from economically disadvantaged families, including low-income youth and adults; Individuals preparing for nontraditional fields Single parents, including single pregnant women; Out-of-workforce individuals; Homeless individuals; Youth who are in, or have aged out of, the foster care system; Youth with a parent who is a member of the armed forces and is</i>				.

*on active duty Individuals with other barriers to educational achievement, including individuals with limited English proficiency.*

Attendees and titles from the chat:

Jamie Houser, 5-12 Principal, Seymour CSD

Joellen Swartz, Equity Coordinator, Homeless Liaison, At-Risk and Curriculum - Albia CSD

Samantha Godwin, Ag Teacher at Van Buren County CSD, Career Readiness Skills

Mark Adams, Principal Van Buren County-Increase post graduate career/job/program placement.

Neric Smith-Program Director-Agriculture and Construction Indian Hills Community College/ Centerville Campus

Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions, Indian Hills and Mahaska County Workforce Development Committee. Pathways from education to local workforce.

Diane Darland, IHCC Professor of Accounting in the Business Specialist Programs

Jeff Henderson -- IHCC, Assoc. Dean Advanced Technologies

Becky Zesiger, Director of Instructions, Davis County, Focusing on increasing work experience opportunities

Dave Harper - Sigourney CSD and Pekin CSD - Superintendent- AG and FCS

Richard Montgomery - Albia 7-12 Principal

Laura Teno, Executive Director, Albia Area Chamber of Commerce, job readiness

Tish Reck, Instructor Business Specialist/Office Management, Indian Hills Community College

Cammie Richards, Director of High School programs at Indian Hills Community College

Barbara Lisk, Program Director of Early Childhood Education, Indian Hills Community College.

Kim Gile -Oskaloosa High School - Business Education

Steve Noble- Eddyville Blakesburg Fremont Jr/Sr High School Principal. (Restructure of our CTE Programming with an emphasis on the AG and FCS areas)

Michelle Ryan - AEA Transition Coordinator - Support districts in the secondary special education transition process

Levi Marx Moravia 7-12 Principal

Katelyn Weaver- Albia Family and Consumer Sciences. And I have been working a lot on work-based learning

Amber Goemaat - North Mahaska Jr/Sr High Principal - We would really like to boost our abilities to provide (and manage) student work-based learning experiences

Dennis Harden, Bureau Chief, CTE, Department of Education

Mark Fisher, Program Director of Culinary Arts Indian Hills Community College

Anne Morgan, RPP 15 Coordinator - Support districts in their CTE work

Kassidy Middlebrook, Business Education at Wayne Community, Career Readiness Skills

Amber Pargmann, Engineering Mgr & STEM Outreach Site Coordinator, John Deere - Labor Market Alignment

Luann Eakins-Centerville, School Counselor, "College-Going Process", career/academic planning and work based learning

Karen Swanson, Centerville Schools middle school principal & CTE coordinator  
Amber Goemaat, North Mahaska

Titles from Chat:

Amber Goemaat, North Mahaska  
April Maldonado - Alternative Ed Teacher - Centerville Comm School  
Ashley Moyer - IHCC workforce/ED  
Barbara Lis, IHCC Director of Early Education  
Becky Zesiger, dAvis County CSD  
Cammie Richards, IHCC High School Programs  
Chuck Bengel - Fairfield  
Diane Darland IHCC Instructor  
Ed Dickinson  
Jamie Houser, 5-12 Principal, Seymour CSD  
Jeff Henderson - IHCC Assoc. Dean  
Jeran Culina Advance CTE  
Joellen Swartz, Albia CSD Equity/Homeless/At-Risk  
Karen Swanson, Centerville MS Principal and CTE Coordinator  
Kassidy Middlebrook - Wayne High School Business Teacher  
Katelyn weaver Albia FCS  
Kim Gile - Business Education  
Laura Teno Albia Area Chamber of Commerce  
Levi Moravia Principal  
Luanneakins  
Mark Adams Van Buren Principal  
Michelle Ryan - AEA TRansition Coordinator  
Mike STill - Superintendent Wayne CSD  
Nate Miller IHCC Intermediary  
Neric Smith - Ag and Construction, Indian Hills CC  
Nichole Hummell, IHCC, WBL Specialist  
Rich Katt  
Richard Montgomery  
Samantha Godwin, Van Buren County CSD Ag Teacher  
Shane Brown  
Steve Noble  
Tish Reck - IHCC Instructor

MWhisler