

Administrative Memo

Date: January 31, 2018

To: School Administrators, CTE Directors/Administrators, High School Principals, School Counselors, and Community College/University CTE Deans/Directors

From: Blaine Henningsen, assistant commissioner

Subject: CCR-18-001 Career Technical Education (CTE) Funding Reminder and Update

The Department of Elementary and Secondary Education (DESE) will roll out a new funding plan for CTE programs beginning in the 2018-19 school year. A series of workshops were held throughout the state in September which were designed to give Local Education Agencies (LEAs) and institutions of higher education specific information about the funding plan, data that will be used to calculate the funding and an estimate of funding based on 2016-17 data. Information from the regional meetings which includes the PowerPoint and the CTE Funding Summary is available on our website at <https://dese.mo.gov/college-career-readiness/career-education/cte-funding>.

Moving forward, the process will be as follows:

1. LEAs should review the CTE Funding Summary found at <https://dese.mo.gov/sites/default/files/cte-funding-summary-august-2016-revised.pdf> and make sure the data used for the calculations is accurate. Deadline for completing the data review is **March 31, 2018**.
2. The Office of College and Career Readiness (OCCR) will run calculations for the CTE funding allocations during the month of April.
3. Once the allocations are calculated, the allocations will be loaded into the electronic Planning and electronic Grants System (ePeGS). This information should be available in ePeGs around May 1, 2018.
4. At that time, OCCR will notify the LEAs of their allocations and to enter the budgets in ePeGS.
5. Budgets for the CTE funding will be due by July 1, 2018.

Information regarding the ePeGs process will be forthcoming in the spring.

Any questions regarding CTE Funding may be directed to the following

- Overall CTE funding, Dennis Harden at dennis.harden@dese.mo.gov or 573-751-3500
- CTE Data, Mike Griggs at mike.griggs@dese.mo.gov or 573-526-4581
- CTE Finance, Andy Martin at andy.martin@dese.mo.gov or 573-751-0449