FLORIDA DEPARTMENT OF EDUCATION

CAREER AND ADULT EDUCATION

**Quality Assurance and Compliance
Onsite Monitoring Review
for
Career and Technical Education
And
Adult Education**

Polk County Public Schools

November 14-16, 2022

Final Report

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I. INTRODUCTION

The Florida Department of Education (FDOE), Division of Career and Adult Education (division), in carrying out its roles of leadership, resource allocation, technical assistance, monitoring and evaluation, is required to oversee the performance and regulatory compliance of recipients of federal and state funding. The Quality Assurance and Compliance (QAC) section is responsible for designing, developing, implementing, and evaluating a comprehensive quality assurance system, including monitoring. The role of the quality assurance system is to assure financial accountability, program quality and regulatory compliance. As stewards of federal and state funds, it is incumbent upon the division to monitor the use of workforce education funds and regulatory compliance of providers on a regular basis.

II. AUTHORITY

The FDOE receives federal funding from the U.S. Department of Education (USDOE) for Career and Technical Education (CTE) under the Carl D. Perkins (Perkins) Strengthening Career and Technical Education for the 21st Century Act, and for Adult Education (AE) under the Workforce Innovation and Opportunity Act (WIOA) of 2014. FDOE awards sub-grants to eligible providers to administer local programs. FDOE must monitor providers to ensure compliance with federal requirements, including Florida's approved state plans for CTE and Adult Education/Family Literacy. Each state shall have procedures for reviewing and approving applications for sub-grants and amendments to those applications, for providing technical assistance, for evaluating projects and for performing other administrative responsibilities the state has determined are necessary to ensure compliance with applicable statutes and regulations pursuant to 34 CFR 76.770, Education Department General Administrative Regulations (EDGAR) and the Uniform Grant Guidance (UGG) for grant awards issued on or after December 26, 2014. The Florida Department of Education, Division of Career and Adult Education, is required to oversee the performance of sub-grantees in the enforcement of all laws and rules (Sections 1001.03(8) and 1008.32, Florida Statutes).

III. QAC CORE MONITORING GUIDE

The Core Monitoring Guide (CMG) is intended to be used broadly by any reviewer conducting an onsite or desk monitoring of any program currently administered by the division. The guide provides a summary of each facet of the monitoring design and the process. It also contains objectives that may be used as agencies are monitored or reviewed. It is located on the division's website at http://fldoe.org/academics/career-adult-edu/compliance.

IV. PROVIDER SELECTION

Various sources of data are used throughout the implementation of the quality assurance system. The monitoring component of the system is risk-based. Risk assessment is a process used to evaluate variables associated with the grants and assign a rating for the level of risk to the department and the division. A risk matrix identifying certain operational risk factors is completed for each provider. The risk matrix for each program monitored is located in Appendix A. The results of the risk assessment process and consideration of available resources are used to determine one or more appropriate monitoring strategy(ies) to be implemented.

The QAC section may apply any specific monitoring strategy to any federal or state-funded provider at any time. There may be circumstances that may warrant onsite monitoring, desk monitoring review or other strategies regardless of a provider's risk matrix score.

The Polk County Public Schools (Polk) monitoring strategy was determined to be an onsite monitoring review (OSMR). Notification was sent to Mr. Frederick Heid, superintendent, on July 30, 2022. The designated representative for the agency was Ms. Ashley White. The division's representative conducting the OSMR was program specialist Michael Swift, of the Quality Assurance and Compliance section.

V.   POLK COUNTY PUBLIC SCHOOLS

ENROLLMENT:
CTE (possible duplication at program level): Secondary – 53,296; Post-secondary – 1,109
AE – 1,446

Finance
The provider was awarded the following grants for fiscal years (FY) 2019-2020, 2020-21 and 2021-22:

FY 2019-20

Grants	Grant Number	Grant Amount	Unexpended
Perkins Secondary	530-1610B-0CS01	$ 1,481,587.00	$ 339,411.69
Perkins Postsecondary	530-1610B-0CP01	$ 245,075.00	$ 54,582.55
Perkins Department of Juvenile Justice	530-1610B-0CJJ1	$ 62,454.00	$ 7,474.78
Adult Education - AGE	530-1910B-0CG01	$ 1,000,260.00	$ 74,608.23
Adult Education - IELCE	530-1930B-0CE01	$ 178,007.00	$ 23,383.42
Adult Education - Corrections	530-1910B-0CC01	$ 100,000.00	$ 36,867.81

FY 2020-21

Grants	Grant Number	Grant Amount	Unexpended
Perkins Secondary	530-1611B-1CS01	$ 1,352,147.00	$ 27,801.53
Perkins Postsecondary	530-1611B-1CP01	$ 320,948.00	$ 12,301.54
Perkins Rural	530-1611B-1CR01	$ 25,000.00	$ 11,241.66
Adult Education - AGE	530-1911B-1CG01	$ 1,000,260.00	$ 69,558.89
Adult Education - IELCE	530-1931B-1CE01	$ 178,007.00	$ 15,597.78
Adult Education - Corrections	530-1911B-1CC01	$ 100,000.00	$ 6,682.87

FY 2021-2022

Grants	Grant Number	Grant Amount	Unexpended
Perkins Secondary	530-1612B-2CS01	$ 1,245,476.00	$ 69,166.10
Perkins Postsecondary	530-1612B-2CP01	$ 179,501.00	$ 44,679.94
Perkins Rural	530-1612B-2CR01	$ 25,000	$ 3,219.76
Adult Education - AGE	530-1912B-2CG01	$ 1,357,381.00	$ N/A
Adult Education - IELCE	530-1932B-2CE01	$ 211,201.00	$ 14,785.72
Adult Education - Corrections	530-1912B-2CC01	$ 100,000.00	$ 3,524.46

Additional information about the provider may be found at the following web address:
https://polkschoolsfl.com/

VI.   MONITORING ACTIVITIES

The monitoring activities included pre and post-review planning, an entrance and exit meeting, records review, and interviews with administrators, if necessary. Inventory reviews are also conducted when onsite with a provider.

<u>Onsite Visits</u>
The monitoring team visited the following sites as part of the OSMR:
- Polk County Public Schools District Office
- Traviss Technical Center (TTC)
- Ridge Technical Center (RTC)
- Haines City High School (HCHS)
- Lake Gibson High School (LGHS)
- Central Florida Aerospace Academy (CFAA)
- Frostproof Middle Senior High School (FMSHS)

<u>Entrance and Exit Conferences</u>
The entrance conference for Polk was conducted on November 14, 2022. The exit conference was conducted on November 16, 2022. The participants are listed below:

Name	Title	Entrance Conference	Exit Conference
Ashley White	Grants Coordinator	X	X
Jessica Anderson	Curriculum Specialist	X	X
Steven Cochran	Sr. Director, Career, Technical, Adult and Multiple Pathways	X	X
Cornelius Jackson	Curriculum Specialist	X	X
Leann Bennett	Curriculum Specialist	X	X
Hunter Gambrell	Sr. Coordinator	X	X
Shane Runyon	Assistant Director, Workforce Education	X	X
FDOE Monitoring Team			
Michael Swift	Program Specialist, QAC, FDOE	X	X
Charles Davis	Program Specialist, QAC, FDOE	X	X

<u>Interviews</u>
No interviews were required as part of the OSMR. Polk submitted thorough and qualitative documentation and records via the FDOE ShareFile.

<u>Records Review</u>
Program, financial, administrative and student records were reviewed. A complete list is provided in section VII, section F. A minimum of 40 student records, were checked. In addition, policies and procedures were examined and discussed at various times during the monitoring review.

VII.   OBSERVATION

A.   ADMINISTRATION refers to the management and supervision of programs, the structure of programs and services, grant oversight and other administrative areas.

- The Polk CTE and AE grants are managed by experienced directors and administrators.
  - The Senior Director of Career, Technical, Adult and Multiple Pathways is responsible for implementing CTE programs of study, and oversees the preparation, review and supervision of grant budgets and resource allocation

- o The directors at RTC and TTC are responsible for the programmatic implementation of postsecondary programs at the district's technical colleges. Additional responsibilities include budget implementation, curriculum development and the overall operational standards at each location.
  - o Directors at the district's two Adult Centers manage the AE programs and share the same responsibilities as their counterparts at the technical colleges.
- In drafting their FDOE grant applications, the AE and CTE program managers follow specific policies and procedures to ensure the most efficient and effective use of their federal grant dollars. The program directors receive input from other administrative staff and faculty to help determine the best use of their money, but the senior director and program directors over the technical colleges and adult centers ultimately decide what will be included within their grant applications prior to receiving final approval from the superintendent.
- As part of the required comprehensive local needs assessment (CLNA), secondary and postsecondary CTE administrative staff consulted with numerous individuals and entities across the Polk County service area. Representatives from special population groups also provide insight into the workforce needs and opportunities for those students. The list of stakeholders includes, but is not limited to:
  - o Central Florida Development Council
  - o CareerSource Polk
  - o District staff, faculty and administrators
  - o Polk State College
  - o Multiple representatives from city councils across Polk County
  - o United Way of Central Florida
  - o Central Florida Health Care
  - o Local business owners (private and public)
- Each CTE program has an advisory committee that assists with the development of their specific program area(s) and will continue to provide ongoing consultation as it relates to the CLNA. These advisory committees meet throughout the year and serve as the primary link between Polk and the surrounding community, industries and businesses.
- The district conducts ongoing professional development and training to ensure all CTE and AE administrative staff are up to date on any changes that come from the federal and/or state level Department of Education. FDOE sponsored training events are also attended. Polk also provided documentation supporting district-wide instructional training and professional development.

B. **DATA AND ASSESSMENT** refer to all the data and assessment system components, including test administration, test security, data collection, entry, reporting, and procedures. The use of data in program decision-making is also explored and commented on.

- Polk utilizes Focus® as their management information system (MIS) and student information system (SIS) to house and track AE and CTE student data such as records, grades and attendance.
- Policies and procedures on data collection, entry and verification were provided by the district as part of the monitoring process. Policies and procedures were also provided in-regards-to full-time equivalent (FTE) survey reports submitted to FDOE. Students' survey reports are used to ensure the accuracy of data reports submitted to FDOE, and the reconciliation of error reports they may receive from the state.
- Polk conducts extensive and ongoing training for all individuals who have access to student data and FOCUS®. Those individuals also participate in FDOE-sponsored training events such as quarterly webinars for AE and CTE, Workforce Education and District Data Advisory Council (WEDDAC) meetings, Florida Association of Management Information Systems (FAMIS) and workforce development information system (WDIS) conferences. Local, district-wide training also takes place as needed.

- All proctors of the Tests for Adult Basic Education (TABE) and the Comprehensive Adult Student Assessment System (CASAS) are trained and certified, as required, by the state and the appropriate testing companies.
- Polk submitted a "Collection of Data Elements" attestation stating that all required elements of their local MIS are in place. The district follows the WDIS handbook for all data elements.
- Polk utilizes paper and electronic registration forms when a student enrolls in courses with the district. Student registration packets include confidential medical disclosures (for students with disabilities) and student directory information opt-out forms as required by the Family Educational Rights and Privacy Act (FERPA). All collected student data and information is provided in the aforementioned student registration packet.
- Samples of CTE and AE student data were reviewed and verified for accuracy as part of the OSMR. The monitoring team did uncover one instance of a student being reported as having earned an industry certification, but testing transcripts show that the student did not pass the necessary requirements to earn the reported certification. This will result in a finding (see Section VIII – Results). All student records were provided by Polk. Records reviewed included:
  - AGE completers (literacy completion points)
  - Postsecondary adult vocational (PSAV) completers
  - Secondary CTE industry certifications
  - Postsecondary CTE industry certifications

C. **CURRICULUM AND INSTRUCTION** refer to those elements that contribute to student learning and skill acquisition.

- Polk offers many CTE and AE programs throughout their service area.
  - Adult Basic Education (ABE) and Integrated English Literacy and Civics Education (IELCE) classes at West Area Adult School and East Area Adult School.
  - AE programs are also offered at county correctional facilities.
  - Postsecondary CTE classes are offered at RTC and TTC, in addition to secondary programs being offered at multiple middle and high schools within the district. Polk currently offers 151 CTE programs.
- In conducting their CTE CLNA, Polk assessed their local Labor Market Alignment (LMA) to determine what programs best suit the needs of the local community and workforce. The district supports programs and services that are included in the Florida Statewide Demand Occupations List and the Polk County Regional Demand Occupations list.
- Polk conducts annual program performance reports and program evaluations to track the efficacy of their programs, along with student success in these program areas.
- ABE and IELCE students are required to be pre-tested utilizing TABE or CASAS before they are admitted into a class. This policy is more strict than state and federal policies requiring students be tested within 12 contact hours of already being enrolled in a class.
- Patient Care Assistant, Office Administration and Culinary ServPro are offered as part of Polk's Integrated Education and Training (IET) program to prepare AE learners for in-demand job opportunities, in addition to their IELCE or ABE curriculum.
- Polk offers CTE students opportunities to participate in additional learning activities outside of the classroom such as cooperative learning and on-the-job training (OJT) with local employers. Work-based learning opportunities include, but are not limited to:
  - BayCare Health Systems – Health Science clinical hours
  - Tires Unlimited – Mechanic in training OJT
  - Internship opportunities for Pharmacy Technician students at local retail or hospital sites
  - Clinical experience for Facials Specialty and Nail Technician students
- Students also participate in Career and Technical Student Organizations (CTSO) which allow students to practice skills learned in the classroom via local, state and national competitions, and gain invaluable leadership experience from opportunities to serve as chapter and regional officers.

- High performing secondary CTE students are eligible to participate in multiple Career Dual Enrollment programs. This allows students to earn postsecondary credits towards industry certifications while still in high school. Articulation Agreements are currently in place with RTC and TTC. Credits earned via dual enrollment are also eligible to be transferred to Polk State College.
- The monitoring team ensured appropriate programmatic links between the secondary programs of study submitted to FDOE and the corresponding postsecondary program at the technical colleges. Various other district articulation agreements for reviewed and verified for the appropriate secondary to postsecondary linkage.
- In accordance with WIOA, Polk has a memorandum of understanding (MOU) with CareerSource Polk to provide workforce training, employment assistance and other services for those interested in workforce programs and/or literacy services.
- Polk incorporates soft workforce skills into their AE curriculum to introduce students to areas such as technology and other relevant skills that will assist them as they transition from the AE program to the workforce or postsecondary programs. AE students now take classes at RTC and TTC, which affords access to additional workforce training programs.
- AE and CTE instructors participate in ongoing trainings provided by FDOE, as well as annual professional development through the district. Instructors also participate in program-specific training and certification programs. Polk also has a Teacher Mentor Program in place to assist teachers new to the district or those who may be struggling in the classroom.
- No reasonable services and accommodations are denied to those students who self-declare a disability. Individualized Education Plans (IEP) are created for each exceptional student education (ESE) student that provides regularly updated information regarding lesson plans, accommodations and any other items to ensure that student's success in the classroom.
- Policies and procedures are in place to ensure compliance with the General Education Provision Act (GEPA) to ensure equitable access and/or participation in AE and CTE programs regardless of gender, race, national origin, color, disability or age.

D. **TECHNOLOGY AND EQUIPMENT** refer to a review of the technology and equipment used by students and instructors in the classroom; addresses access, availability, innovation, use and condition.
- All inventory criteria set forth by federal, state and local guidelines are included within the inventory management system.
- The district has policies and procedures on property management, equipment safety/storage, inventory reconciliation and inventory disposal.
- Polk conducts inventory once per fiscal year of all capital assets across the district. Three Inventory Auditors are responsible for the inventory and reconciliation of all grant-funded, capital assets across the district. Once the annual inventory is complete, the results are then submitted to the district Senior Manager of Property.
- Any capital assets discovered to be lost or stolen must be immediately reported to the Inventory Auditors and the Senior Manager of Property so a report can be created to present to the school board. In the event a piece of equipment is deemed stolen, local law enforcement will be notified and a police report will be created. Once the incident report is created, a copy will be included with the annual report sent to the superintendent. Polk did not report any incidents of lost or stolen granted-funded capital assets.
- Polk has internal controls to govern loss prevention, transfer of property and the disposal of capital assets.
- As part of the OSMR the QAC team conducted inventory searches at six locations across the district. No issues were uncovered at the time of the inventory review.

E. **ACCESS AND EQUITY** refer to compliance with federal non-discrimination laws' requirements relating to recruitment, enrollment, participation, and completion of programs.

- The Office of Equal Educational Opportunity (OEEO) is responsible for monitoring and overseeing civil rights compliance obligations. Should you have any questions or concerns, please contact the OEEO at 850-245-0511.

F. **RECORDS REVIEW** refers to reviewing the records and documents that evidence compliance with federal and state rules and regulations. In addition, a sampling of financial and programmatic records is reviewed.

Items reviewed during the OSMR included, but were not limited to:
- MIS data quality checklist attestation
- District policies and procedures for data collection, verification and reporting
- District policies and procedures for finance and procurement
- District policies and procedures for property management
- CLNA w/supporting documents
- CLNA advisory committee records and stake holder records
- Inventory records
- Procurement records
- Postsecondary admissions packet
- Exceptional Student Education manual
- Memorandums of Understanding (MOUs) and articulation agreements
- Advisory committee records – agendas, sign-in sheets, etc.
- District professional development and training records – agendas, sign-in sheets, training materials, etc.
- CTE and AE student data review
- Tests of Adult Basic Education (TABE) and Comprehensive Adult Student Assessment System (CASAS) proctor records

G. **FINANCIAL** refers to aspects of the federal fiscal requirements that providers must meet when expending federal funds, including financial management, procurement, inventory management and allowable costs.

- SAP® is used as the district's enterprise resource planning (ERP) and financial management system. It is also used to house contractual bids and track payments for vendors.
- The district's finance department ensures the efficient management of CTE and AE grant funds. The following components of their financial policies and procedures manual were reviewed:
  - o Budget Implementation
  - o Cash Management
  - o Methods of accounting
  - o Fiscal internal controls
  - o Records and reporting
  - o Inventory management
  - o Procurement
  - o Conflict of interests
  - o Temporary duty assignment (travel) - Polk uses federal guidelines for travel-related expenditures such as mileage rates, per diem and food allowances.
- It is the responsibility of program directors and the purchasing department to utilize the most efficient and effective purchasing method when expending federal grant funds.

- Polk does not have a dedicated district contract manager, but all contractual services are drafted and monitored by district purchasing agents, the finance director and the senior technician buyer. Job descriptions for each of these individual positions were provided as part of the monitoring process.
- Polk has specific staff who are responsible for the approval of grant-funded expenditures. The Senior Director of Career, Technical, Adult and Multiple Pathways Education has final authority of what expenditures will be included in the district's grants submitted to FDOE. Program Directors at the district's technical colleges and adult schools specifically oversee and approve all expenditures for the postsecondary and AE programs.
- High school and middle school principals, along with workforce administrators have access to grant-funded purchasing cards (P-card). Policies and procedures for P-card users were submitted to the monitoring staff as part of the review, along with sample P-card transactions and reconciliations.
  - All P-card expenditures receive prior approval via the district's grants, and all purchases are further approved by curriculum specialists and reconciled within SAP® by the district financial secretary.
  - Examples of P-card transactions and reconciliations were provided by the district.
- Polk provided additional fiscal records such as time and effort reports, procurement records and travel records. All documents were in accordance with applicable local, state and federal law.

H. **COLLABORATION** refers to the collaborative agreements, partnerships or memoranda of understanding (MOU) that are in place to benefit an agency's programs and students.

- Polk has numerous collaborations, partnerships and MOUs within the local community. They offer additional educational and job experiences to students within the district. The list of partners include, but is not limited to:
  - CareerSource Polk
  - Central Florida Development Council
  - Polk State College
  - Polk County Board of County Commissioners
  - United Way of Central Florida
  - Ridge Technical College
  - Traviss Technical College

VIII. RESULTS

Polk was found to be out of compliance due to the misrepresentation of student data submitted to FDOE.

Finding Number	1
Area	CTE Student Data Reporting
Finding Summary	Student Data was incorrectly reported to the state.
Finding Detail	The monitoring team uncovered a single instance of a student being reported as having earned an industry certification, but testing transcripts show that the student did not meet the necessary requirements to earn the reported certification.
Citation	Violation of UGG 2 CFR 200.328 "Monitoring and reporting program performance."

Recommended/ Anticipated Corrective Action	No formal corrective action plan (CAP) will be required by the QAC monitoring team, but a memo of attestation is required from Polk that states you understand and accept the finding.
	In addition to the aforementioned memo, this finding will be handed over to the Career and Professional Education (CAPE) office for the potential repayment of state funding that was received due to the reporting of the invalid industry certification. CAPE funding is paid from state grants rather than federal grants, hence that office taking over this finding. The final decision of recouped funds will be determined by the CAPE office.
Anticipated completion date:	November 17, 2022
Name(s) and Title(s) responsible for corrective action:	Mr. Steven Cochran (Senior Director, Workforce Education) submitted a memo of attestation to the monitoring staff upon the conclusion of the onsite visit. Ms. Ashley White (Grants Coordinator) will be the individual responsible for resolving the finding with the FDOE CAPE office.

Plan accepted by: Michael Swift, Program Specialist   **Date:** January 13, 2023

Status of Action Plan (to be completed by FDOE staff): The monitoring team requires no additional action of Polk. Once the finding has been turned over to the CAPE office, Ms. Kaitlin Vickers will assist Polk in resolving the finding.

Status of CAP: Closed. Transferred to the FDOE CAPE office.   **Date:** January 13, 2023

IX.   SUMMARY

Once the monitoring review is completed, including receipt of additional requested information when applicable, a preliminary report is forwarded to the provider for review. Comments are accepted and will be considered at the discretion of the FDOE monitoring team lead. Once the final report is approved, it will be forwarded to the agency head with a copy sent to the provider's designated contact person. The final report will be posted on the department's website at the following address: http://fldoe.org/academics/career-adult-edu/compliance.

Finally, the division issues a closure letter to the agency head and designated contact person. This letter indicates that all outstanding corrective action plan items have been completed, when applicable, and that no further action is required. This letter will officially end your monitoring process.

The monitoring team extends its appreciation to all participants of the Polk County Public Schools monitoring review on behalf of the department. Special thanks are offered to Ms. Ashley White for her participation and leadership during this process.

APPENDIX A

Polk County Public Schools
Career and Technical Education
Risk Matrix

**Risk Scores Matrix for Districts Receiving Career and Technical Education (CTE)
Carl D. Perkins Grants**

Agency Name: **Polk County Public Schools**
Program Type: **CTE**
Monitoring Year: **2022-2023**

Metric	Scaling	Point Value	Points Assigned	Weight	Total Metric Points
Number of Years Since Last Monitored	7 or More Years	7	3	X 10	30
	5-6	5			
	3-4	3			
	0-2	1			
Total Budget for all Perkins Grants Combined	Upper Quartile	7	7	X8	56
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
Number of Perkins Grants	4 or More	7	5	X 8	40
	3	5			
	2	3			
	1	1			
Change in Management Information Systems (MIS) from Previous Fiscal Year	Yes	7	7	X 6	42
	No	0			
Agency CTE Program Director Change from Previous Fiscal Year	Yes	7	0	X 6	0
	No	0			
Unexpended Funds from all Perkins Grants Combined	Upper Quartile	7	5	X 4	20
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
Number of Findings from the Office of the Auditor General	Upper Quartile	7	5	X 4	20
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
				AGENCY RISK SCORE:	**208**

Data sources used for calculations: Prior to July 1, 2021

Risk Scores Matrix for Districts Receiving Adult Education (AE) Grants

Agency Name: Polk County Public Schools
Program Type: **AE**
Monitoring Year: **2022-2023**

Metric	Scaling	Point Value	Points Assigned	Weight	Total Metric Points
Number of Years Since Last Monitored	7 or More Years	7	**3**	X10	**30**
	5-6	5			
	3-4	3			
	0-2	1			
Total Budget for all Adult Education Grants Combined	Upper Quartile	7	**7**	X 8	**56**
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
Number of Adult Education Grants	4 or More	7	**5**	X 8	**40**
	3	5			
	2	3			
	1	1			
Change in Management Information Systems (MIS) from Previous Fiscal Year	Yes	7	**7**	X 6	**42**
	No	0			
Agency AE Program Director Change from Previous Fiscal Year	Yes	7	**7**	X 6	**42**
	No	0			
Unexpended Funds from all Adult Education Grants Combined	Upper Quartile	7	**7**	X 4	**28**
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
Number of Findings from the Office of the Auditor General	Upper Quartile	7	**5**	X 4	**20**
	Upper Middle	5			
	Lower Middle	3			
	Lower Quartile	1			
	0	0			
Adult Education Program Improvement Plan (AEPIP)	Target Not Met on 3 of 3 Indicators	5	**3**	X 6	**18**
	Target Not Met on 2 of 3 Indicators	3			
	Target Not Met on 1 of 3 Indicators	1			
	All targets met	0			
				Agency Risk Score	**276**

Data sources used for calculations: Prior to July 1, 2021

Please address inquiries regarding this report to:

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