Examination of Career and Technical Education

Lake Forest School District

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Delaware State Auditor

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Background

The Department of Education (DOE) is committed to serving every student and ensuring that all children are career and college ready. This expectation has shaped extensive school reform, including the alignment of academic and technical instruction within a comprehensive model of Career and Technical Education (CTE) that reflects the needs of Delaware's economy and creates a systemic process for career preparation. DOE has created a document, Delaware Department of Education Career & Technical Education Fiscal and Accountability Policies and Procedures (FAPP), to serve as a guide to support the implementation and continuous improvement of high quality CTE programs of study across Delaware's secondary and post-secondary education system. School Districts and post-secondary institutions are encouraged to use FAPP when planning for the use of both federal (Perkins) and State (509) funds to support the development, implementation, and continuous improvement of CTE programs of study (POS).

The DOE Academic Support Team has defined a model of career preparation that includes a state-led effort in CTE and the development of statewide CTE programs of study in demand-driven occupations. Each CTE program of study aligns academic and technical instruction to meet the expectations of employers and ensure that every child has the opportunity to continue their education and seek career success.

Federal funds that support CTE are allocated through the Carl D. Perkins Act of 2006 (Perkins) to an eligible agency, i.e. Delaware State Board of Education, which delegates the distribution of funds to the Delaware Department of Education (DOE). The state allotment determines the amount of funding each state will receive in a fiscal year. The majority of federal Perkins funds are used to support eligible recipients and institutions (School Districts and post-secondary institutions) through the within-state allocation that is defined in the Delaware State Plan for Career and Technical Education. The state plan stipulates how the DOE will allocate Perkins funds between state and local activities and the amount of funding that will be provided to secondary and post-secondary recipients. The state plan also represents an agreement between the state and the federal government to assure the administration of CTE programs is consistent with state goals, policies and objectives as well as the Perkins law.

Allocation of Funds

According to Title 14 Del. C. §1706 at least 90% of the occupational-vocational unit Division II funds, with the exception of Division II-Energy funds, shall be allocated to each school that generates these funds and expended to support the State-approved occupational-vocational courses and programs at that school. Each school shall establish line items accounts for occupational vocational Division II funds. These funds are in addition to the regularly generated units and all other financial resources normally allocated to each school. School Districts may request a waiver of the 90% requirement subject to the approval of the Executive Director of the Delaware Advisory Council on Career and Vocational Education, the Secretary of Education, and the Controller General. Such waiver requests must be submitted to the Secretary of Education by November 15 of each year. The Secretary of Education shall notify the school districts as to the disposition of the waiver request no later than January 3 of the following year. [1]

[1] 14 Del. C. §1706

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Abbreviations:

BAM	State of Delaware Budget and Accounting Policy Manual
CTE	Career and Technical Education
DOE	Department of Education
FAPP	Delaware Department of Education Career & Technical Education Fiscal and Accountability Policies and Procedures

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For further information on this release please contact:

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State of Delaware
Office of Auditor of Accounts

Kathleen K. McGuiness, RPh, CFE
State Auditor

Independent Accountants' Report

Dr. Steven V. Lucas
Superintendent
Lake Forest School District
5423 Killens Pond Road
Felton, Delaware 19943

The Honorable Susan S. Bunting, Ed. D.
Secretary, Department of Education
Townsend Building, Suite 2
401 Federal Street
Dover, Delaware 19901

We have examined the allocation and expenditure of Career and Technical Education Division II Funds (CTE) by the State of Delaware Lake Forest School District (the District) for the fiscal year ended June 30, 2019 to determine whether 1) the funds were allocated in accordance with 14 Del. C. §1706 which states, "At least 90% of the occupational-vocational unit Division II funds, with the exception of Division II-Energy funds, shall be allocated to each school that generates these funds and expended to support the State-approved occupational-vocational courses and programs at that school. …Random audits shall be scheduled and conducted by the State Auditor" and 2) the funds were appropriately expended for CTE programs, in accordance with the criteria set forth in the *Delaware Code*, the *Delaware Department of Education Career & Technical Education Fiscal and Accountability Policies and Procedures* (FAPP), the *Delaware State Plan for Career and Technical Education* and the *State of Delaware Budget and Accounting Policy Manual* (BAM). The District's management is responsible for the allocation and expenditure of the *CTE Division II Funds* in accordance with the criteria above. Our responsibility is to express an opinion on the allocation and expenditure of *CTE Division II Funds* based on our examination.

Our examination was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the allocation and expenditure of the *CTE Division II Funds* were made in accordance with the criteria above, in all material respects. An examination involves performing procedures to obtain evidence about the allocation and expenditure of *Career and Technical Education Division II Funds.* The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of the allocation and expenditure of the *Career and Technical Education Division II Funds*, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the District's allocation and expenditure of the *Career and Technical Education Division II Funds* for the fiscal year ended June 30, 2019 were made in accordance with the criteria above, in all material respects.

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud and noncompliance with provisions of laws or regulations that could have a material effect on the allocation and expenditure of the *Career and Technical Education Examination Division II Funds*; and any other instances that warrant the attention of those charged with governance; noncompliance with provisions of contracts or grant agreements, and abuse that has a material effect on the subject matter. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on whether the allocation and expenditure of the *Career and Technical Education Division II Funds* were made in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control applicable to the allocation and expenditure of the *Career and Technical Education Division II Funds* or on compliance and other matters; accordingly, we express no such opinions. Our examination disclosed no findings that are required to be reported under *Government Auditing Standards.*

This report, as required by statute, was provided to the Office of the Governor, Office of the Controller General, Office of the Attorney General, and Office of Management and Budget. Under 29 Del. C., §10002(l), this report is public record, and its distribution is not limited.

Kathleen K. McGuiness, RPh, CFE
State Auditor

Dover, Delaware
August 5, 2021

Lake Forest School District
Schedule of Findings
Year Ended June 30, 2019

No Findings.