# Perkins V Comprehensive Local Needs Assessment: Sample Questions for Post-Secondary Stakeholders

The following questions are sourced from ACTE, Advance CTE and the Iowa Department of Education. Some questions appear under multiple stakeholder groups, questions that do not appear under multiple stakeholder groups may still be appropriate for more than one group. Not all questions may be appropriate for all campuses or all formats of inquiry. Some questions might be better suited, or rewritten, to satisfy a paper or electronic survey, others may be left more open-ended for focus groups or round table discussions. When considering a survey format, drop-down fields, scales, or multiple-choice answers are recommended.

# Post-secondary CTE program representatives including teachers, faculty, administrators, career guidance and advisement professionals, and other staff

* How are students in our CTE programs performing on federal accountability indicators in comparison to non-CTE students? Why might that be?
* How are students from special populations performing in our CTE programs in comparison to students without identified special needs? Why might that be?
* How are students from different genders, races and ethnicities performing in our CTE programs? Why might that be?
* How many programs are offered and how does the number of programs compare to the number of students in our region and local secondary schools who could potentially be served?
* Which groups of students are struggling the most in CTE programs?
* Which CTE programs overall have the highest outcomes, and which have the lowest?
* Are there certain CTE programs where special populations are performing above average? Below average?
* What are the potential root causes of inequities in our CTE programs?
* Are our CTE program offerings broad enough to expose students to all the in-demand industry sectors or occupations in our region?
* Are we offering programs in which students are choosing to enroll? Are we offering programs with too low an enrollment to justify the costs in offering those programs?
* Are there students who want to enroll in our programs who are unable to do so?
* To what degree do programs of study have multiple entry points?
* How do specific program areas compare in quality?
* What processes are in place to recruit and induct new teachers and staff? Are these processes efficient and effective, especially for teachers coming from industry?
* Are faculty fulfilled with regular, substantive professional development opportunities?
* What professional development offerings are most highly rated by participating staff?
* What do educators report as needs and preferences for professional development, benefits and supports?
* In what subject areas do we need to develop or recruit more educators?
* Which population groups are underrepresented in your CTE programs overall, and in particular program areas? Overrepresented?
* Are there additional enrollment discrepancies related to high-wage, high-skill occupations?
* What barriers currently exist that prevent special population groups from accessing your programs?
* What accommodations, modifications and supportive services do you currently provide to ensure the success of special population groups? Which ones are most effective? Which ones are underutilized?
* What additional accommodations, modifications and supportive services would help ensure access and equity for all students within your programs?

# Secondary CTE Program Representatives teachers, faculty, administrators, career guidance and advisement professionals, and other staff

* Are you offering concurrent enrollment opportunities in each CTE pathway?
* How can we work with your school district to offer more concurrent enrollment opportunities?
* How can our instructors’ partner with your teachers on curriculum building opportunities?
* Are there equity and access issues that we need to work on to offer more postsecondary coursework to students?
* Do you offer Career and Technical Student Organizations (CTSOs) that our programs can partner with?
* How do you solicit feedback from students to help them access postsecondary training opportunities?
* What process is in place to help you make decisions on new software, tools, and equipment purchases?
* What types of written or digital materials do you present to your students in the introductory classroom training setting?
* What types of industry recognized credentials do your students gain while in the secondary CTE classroom?

# State or local workforce development board representatives

* Are our CTE program offerings broad enough to expose students to all the in-demand industry sectors or occupations in our region?
* Where are graduates of CTE programs finding most success in the labor market?
* What are the emerging occupations in our area to which students should be exposed?
* Where are some emerging technology trends that you are seeing in your industry that may require new skill sets for workers?
* What skill needs have industry partners identified as lacking in our programs?
* How might we be able to better engage business and industry in the CTE programs-- providing information on how to become an educator, work-based learning opportunities, industry tours, etc.?

# Representatives from a range of local businesses and industries

* What are the emerging occupations in our area to which students should be exposed?
* Where are some emerging technology trends that you are seeing in your industry that may require new skill sets for workers?
* Which graduates of our programs are thriving in the labor market, and why?
* What opportunities exist in our local labor market for students with disabilities, English learners or other special populations?
* Are there students engaging in high school work-based learning in your industry or at your business?
* How might we be able to better engage business and industry in the CTE programs-- providing information on how to become an educator, work-based learning opportunities, industry tours, etc.?
* Are you aware of or interacted with a career and technical student organization (CTSO) (list the CTSOs that you offer at your school/college). If so, what do you know about them?
* What are your top three to five priorities over the next five years?

# Parents and students

* Are you aware of your student’s career goal(s)?
* Is your student enrolled in a Career and Technical Education (CTE) course or have they taken a CTE course in the past?
* Has your student shown interest in taking a Career and Technical Education (CTE) course, but was unable to? If yes, what was the reason they did not take the course?
* Are you currently aware of the Career and Technical Education (CTE) programs offered at your student’s school?
* Are there courses available to help your student reach his/her career goals? If no, what courses would you like to see offered?
* What is your overall impression of our Career and Technical Education (CTE) programs (list CTE programs)?
* Do some of our CTE programs offer more opportunities for skill development than others, both in the classroom/laboratory and through extended learning experiences?
* Does the district offer CTE programs in which students are choosing to enroll?
* How do specific program areas compare in quality (list CTE programs)?
* Discuss whether your student(s) are receiving adequate career counseling in regard to CTE offerings.
* Are you aware of any district programs/activities that prepare each student for high-skill, high-wage or in-demand occupations that will lead to self-sufficiency?
* Are there barriers that might keep your student from participating and/or being successful in a CTE classroom?
* What additional accommodations, modifications and supportive services would help ensure access and equity for all students within your programs?
* Are you aware of or interacted with a career and technical student organization (CTSO) (list the CTSOs that you offer at your school/college).
* Overall, how would you rate the job your local school system does in preparing students for a career? Post-secondary education/further training beyond high school?
* Does your school/district have partnerships with business/industry that you are aware of?

# Representatives of special populations

* What opportunities exist in our local labor market for students with disabilities, English learners or other special populations?
* What challenges exist to successfully completing certification or training?
* What challenges exist to successfully entering the workplace?
* What are the potential root causes of inequities in our CTE programs?
* What additional accommodations, modifications and supportive services would help ensure access and equity for all students within your programs?

# Representatives from agencies serving at-risk, homeless, and out-of-school youth

* What services are available to college-aged students?
* What challenges exist to successfully completing certification or training?
* What challenges exist to successfully entering the workplace?
* What are the potential root causes of inequities in our CTE programs?
* What additional accommodations, modifications and supportive services would help ensure access and equity for all students within your programs?
* What are your top three to five organizational priorities over the next five years?

# Representatives from Indian Tribes or Tribal organizations, where applicable

* What challenges exist to successfully completing certification or training?
* What challenges exist to successfully entering the workplace?
* What are the potential root causes of inequities in our CTE programs?
* What additional accommodations, modifications and supportive services would help ensure access and equity for all students within your programs?
* Which CTE programs overall have the highest outcomes, and which have the lowest?
* How might we be able to better engage with Tribes in the CTE programs?
* What are the emerging occupations in the area to which students should be exposed?
* Where are some emerging technology trends that you are seeing that may require new skill sets for workers?
* What are your top three to five priorities for workforce training/career and technical education/labor and industry over the next five years?