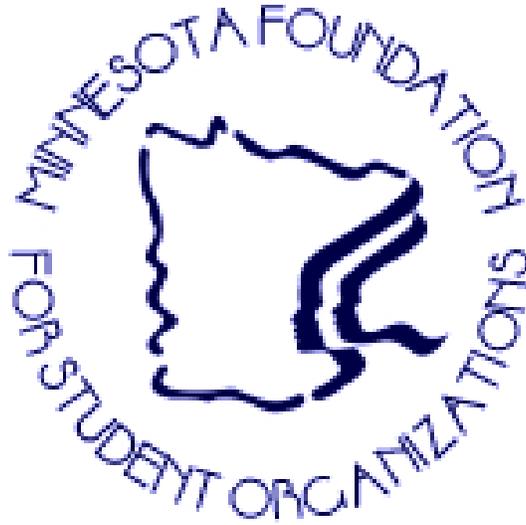


The Minnesota Foundation for Student Organizations

www.mnfso.org



Biennium Report

February 2017

As required by Minnesota Statutes 2000 M.S. 124D.34, Subd. 10

ESTIMATED COST OF PREPARING THIS REPORT:

This report provides information which is maintained by the Minnesota Foundation for Student Organizations as a part of its normal business functions. Therefore, the cost information reported below does not include the cost of gathering the data but rather is limited to the estimated cost of actually analyzing the data, determining recommendations and preparing this report document.

Special funding was not appropriated for the cost of preparing this report. The estimated cost incurred by the Minnesota Foundation for Student Organizations in preparing this report is **\$642.00**.

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SUMMARY

The Minnesota Foundation for Student Organizations (MFSO) was created in 1996 to ensure the stability of and provide collaborative leadership and funding to the Career and Technical Student Organizations (CTSOs) in Minnesota. (MN Statute 124D.34)

The MFSO acts in an advisory capacity allocating, managing and reporting on legislative funds awarded to the CTSOs. The MFSO provides assistance to the CTSOs it serves in the following areas: Leadership Training, Conference Support and Organizational Best Practices and Board Development. The MFSO also develops and supports special initiatives: Civic Awareness/CTSO Student Day at the Capitol, and Providing Opportunities to Underserved, Non Traditional and Special Populations within CTSOs and CTE.

The MFSO recognizes and serves the following CTSOs:

Secondary

BPA – Business Professionals of America

DECA – Marketing Education

FCCLA – Family, Career and Community Leaders of America

FFA – Agriculture and Agribusiness education

HOSA – Health Occupations

SkillsUSA – Technical and Industrial Occupations

Post Secondary

BPA – Business Professionals of America

DECA – Marketing Education

PAS – Post Secondary Agriculture Students

SkillsUSA – Technical and Industry Occupations

MISSION & HISTORY

Mission

The MFSO promotes and supports career and technical student organizations as they work to provide student opportunities for leadership, personal development, community service and career preparation.

History

Career and technical student organizations have served students for over 70 years. After federal legislation provided for agriculture and homemaking education, FFA (Future Farmers of America) and FHA (Future Homemakers of America) were established. As new career initiatives were added at the state level, other career and technical student organizations were developed.

Originally, all student organizations were state and federal programs, which over the years evolved into independent 501 c3 non-profit organizations. With the advent of the School-to-Work Program, student organizations developed a much higher profile as an integral part of the educational process where students experienced application of skill and developed personal leadership qualifications.

In 1996 by the Minnesota State Legislature agreed to boost support for this extremely important component of the education process by creating the Minnesota Foundation for Student Organizations to bridge the public and private funding of career and technical student organizations. Modeled after the highly successful Minnesota Academic Excellence Foundation, the legislature established the group and appropriated monies for not only the operation of the Foundation, but also for disbursement to the various student organizations for their operations. Additionally, they charged the Foundation with the responsibility of securing additional funding through outside sources of support for these same student organizations.

THE BIENNIUM

Staffing

The Minnesota Foundation for Student Organizations (MFSO) maintains a contract with Emily Saed for management services. Emily has served the organization, providing oversight, guidance and leadership to Minnesota's CTSOs since 2004. In 2016 Emily was certified as poverty coach . One of the priorities of the MFSO is reaching underserved populations, particularly students in poverty. As a certified poverty coach through Communications Across Barriers, Emily has been educating CTSO advisors and CTE instructors on the impact of in the classroom.

Emily works closely with the MFSO Executive Board Members:

Co-Chairperson: Daniel Olson, MBA, MA, MLS (ASCP)cm

Co-Chairperson: Linda Althoff

Secretary: Sean Hayes

Treasurer: Jennifer Lewis

The MFSO maintains a relationship with the Minnesota Department of Education (MDE) through a contractual grant agreements. The MDE provides oversight and necessary administration for the Legislative dollars granted to the career and technical student organizations and any additional public funding received.

Many of the individual CTSOs work closely with state specialists providing expertise in their career areas. This allows them to continue to receive guidance on curricular issues affecting their students, advisors and CTE programs in general.

Operations

One of the primary responsibilities of the MFSO continues to be assisting the CTSOs with their grants, administered through the MDE. The MFSO works closely with the MDE to ensure the CTSOs complete their grant requirements including: desk reviews, reimbursement requests, narrative reports and financial management questionnaires. To assist the student organizations, the MFSO developed a comprehensive guide including reporting requirements, state grant procedures and non-profit best practices.

In the past biennium, several of the CTSOs have seen tremendous growth. Three of the organizations were recognized at the National level for their student membership increases: HOSA, SkillsUSA and DECA.

The MFSO holds monthly Executive Board Meetings and full Board meetings quarterly; committee meetings are held as the need arises. CTSO Executive Directors and staff are not voting members of the MFSO Board of Directors, they encouraged to attend all Board meeting and required to provide quarterly reports on the activities of their student organization.

The MFSO continues to provide individualized CTSO Best Practices and Board Development Training to the CTSO Board of Directors as requested.

In August of 2016, the MFSO held a workshop for CTSO staff, Board Members and advisors/instructors. The topic was identifying and connecting with students in poverty. The workshop was free to attend and featured several guest speakers. Based on the attendance and positive feedback, the MFSO will continue to hold this workshop annually.

The MFSO maintains a physical address at the MDE: 1500 Highway 36, Roseville MN 55113. The MFSO also maintains a mailing address at: PO Box 25212, Saint Paul MN 55125. The MFSO maintains a website at: www.mnfso.org. The website features up to date MFSO information, CTE links and CTSO information.

The brochure for the workshop held in August can be found as: Appendix D.

Funding

\$725,000.00 was received each fiscal year in the Biennium. These funds were disbursed according to career area via the E12 Omnibus Bill, Section 69. Appropriations, Subd. 14 Student Organizations:

For student organizations:

\$725,000 2016

\$725,000 2017

\$46,000 each year is for student organizations serving health occupations (HOSA).

\$100,000 each year is for student organizations serving trade and industry occupations (Skills USA, secondary and postsecondary).

\$95,000 each year is for student organizations serving business occupations (BPA, secondary and postsecondary).

\$193,000 each year is for student organizations serving agriculture occupations (FFA, PAS).

\$142,000 each year is for student organizations serving family and consumer science occupations (FCCLA).

\$109,000 each year is for student organizations serving marketing occupations (DECA and DECA collegiate).

\$40,000 each year is for the Minnesota Foundation for Student Organizations.

Any balance in the first year does not cancel but is available in the second year.

The MFSO is requesting a 10% increase in targeted areas for those CTSOs that have shown above average growth:

CTSO	Student Members in 2011	Student Members in 2016
SkillsUSA	2044	2713
HOSA	679	1154
DECA	4224	5500

The MFSO is also requesting an increase in it's own general operating costs to further develop the Underserved Populations Program.

This past biennium the MFSO received financial support from the MDE and MnSCU, through a federal Carl Perkins grant. These funds were used primarily for "sub"grants to the CTSOs for individual projects supporting Underserved, Nontraditional and Special Populations.

For more information on fund allocation, please see Appendix A: Funding Distribution.

Leadership & Development

The MFSO has provided oversight and guidance to the CTSOs for over a decade in many ways including: best practices, seminars and for students and advisors, collaborative activities and grant management. The past biennium was no exception.

Non Profit Best Practices

The MFSO provided “best practices” training to the individual CTSO Board of Directors. The MFSO also works with the MDE Grants Management Division to complete comprehensive reviews of each organization including: finances, operations and organization. Following the review, the MFSO assists each CTSO making any necessary changes and/or updates to their policy and procedures to ensure they are acting with transparency and meeting all requirements.

Civic Education and Day at the Capitol

Each year the MFSO hosts CTSO Day at the Capitol during CTE month. CTSOs work collaboratively to show our Mn State Senators and Representatives Career and Technical Student Organizations are an important part of our education system. As well providing a prepared and skilled workforce for tomorrow, they are developing the minds of the best and brightest student leaders today. It is important for our legislators to meet these student leaders see the impact of CTE and CTSO.

The MFSO provided the participating students with basic civics training and preparation for the Day at the Capitol. Students learn about the different CTE student organizations and the role they play in career and technical education. They also learn basics of state and federal government.

The students, along with their Advisor or Executive Director, meet at the capitol and their adventure begins! The MFSO tries to make the experience personal by scheduling a time for each student to meet with their Senator and/or Representative. Baring any construction barriers, the students also tour the Capitol and attend a committee meeting or general session time permitting.



Underserved, Nontraditional and Special Populations Support

The Minnesota Foundation for Student Organizations (MFSO) has made it a priority to focus on ensuring nontraditional, underserved, and special populations have an opportunity to engage in meaningful participation in career and technical student organizations. This past biennium the MFSO has had great success administering this project with its partner agencies: the Minnesota Department of Education (MDE) and the Minnesota State Colleges and Universities (MnSCU).

The goal of the project has been and continues to be identifying and overcoming barriers to achieve meaningful participation for students in CTSOs. The MFSO works to develop collaborative [umbrella] activities all of the CTSOs can participate in and also provides the CTSOs the opportunity to propose individual projects/programs meeting the goals and objectives of the grant. These programs/projects are required to incorporate documented results and measured actions.

The MFSO has continued placed great emphasis on training educators and administrators on identifying students in poverty and addressing their needs. The MFSO utilizes the Poverty Institute curriculum through Communications Across Barriers (CAB). This training has allowed CTSO advisor/educators the tools to help students participate and succeed in CTSO skilled and leadership opportunities.

CAB is an international consulting firm serving professionals and entire communities on breaking the cycle of poverty in America. The Poverty Institute is hands on two-day poverty institute for educators, health, justice, social service professionals who want to better understand poverty and to gain tools for making a difference.

The MFSO made the Poverty Institute training available to CTSO staff and CTE Educators in two ways: 1) Offering training directly through Communications Across Barriers on two occasions; 2) Certifying MFSO Executive Director Emily Saed as a poverty coach and trainer, enabling the MFSO to provide numerous Poverty Workshops directly (through their certified poverty coach) to CTSO boards, educators and students throughout the year.

The MFSO also sought to develop a partnership with the Legacy Initiative. The Legacy Program is a non profit organization whose student development program has assisted [directly] more than 5000 students across 5 states with personal and academic excellence. The Legacy Program is committed to providing the highest quality of consultation in three key areas: Workforce Talent Pipeline Development, Corporate Diversity & Inclusion Strategies, and Educational Development Services for Teachers & Students.

The MFSO hosted a day long poverty awareness workshop that incorporated Deon Clark, President of the Legacy Program as a keynote afternoon presenter. Moving forward the MFSO will continue to look for ways to work with the Legacy Program fighting poverty in education.

Results

During the FY16-17 Biennium, this program has supported CTSOs at the secondary and post secondary level; who in turn were able to provide both direct and in-direct support to underserved populations in more than 80 institutions [high school, technical centers and colleges] across the state. Those that were directly impacted through financial support, from this program, having greater than 50% free or reduced lunch.

Testimonials

“Our chapter is made up of 100% students of color, and 65-70% free and reduced lunch. This is an outstanding group of young people who have tremendous things to offer...and would not have this opportunity otherwise.” - CTE Instructor, HOSA Advisor

“The State Conference was an experience I will carry with me forever, especially since it is the only competitive activity I have ever been a part of. I am so proud of myself and the people I had the honor of working with. It has changed my life.” -CTE Student, DECA Member

“It has helped me gain confidence in my speech, my tests and my character. This conference will forever be a part of my professional career.” - CTE Student, BPA Member

Moving forward, we plan to prioritize and continue this program in the upcoming biennium. We have sought additional funding to expand the program, through both a legislative funding increase and private grant development.

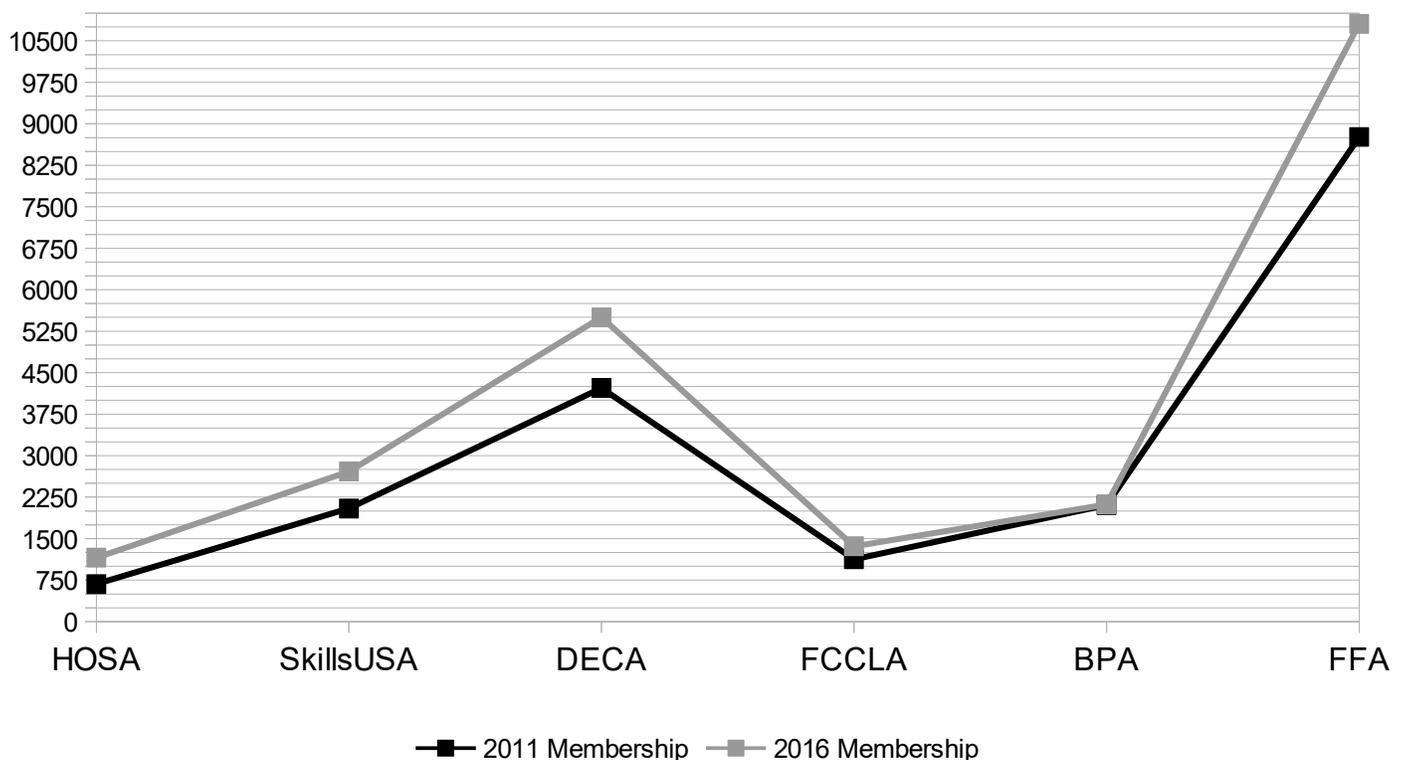
The Career and Technical Student Organizations

The student organizations are recognized as co-curricular are integral to the CTE program curriculum. All of the CTSOs are part of national organizations recognized in Federal legislation by the Carl Perkins Act. The student organizations operate an independent 501c3 non profits and are governed by a Board of Directors, comprised of CTE instructors, administrators and industry professionals.

Chapters are run by student members with advice and assistance from local advisors/CTE teachers. The CTSOs provide opportunities to learn the correct way to hold a productive business meeting. Chapter activities are recognized as a part of the total educational program. They develop leadership skills, professional and business competencies, citizenship characteristics and social growth of the student. They use on-the-job experience, chapter projects, and competitive events and skilled competitions to assess technical competencies.

Business and industry leaders also play a vital part in CTSOs. These leaders ensure career and technical training programs stay current and meet industry standards. They volunteer to speak to students about their industry or job seeking & keeping skills; they help to design and judge the hands-on skill competitions at the local, state and national level, and donate supplies and equipment for student use in the school setting.

Five Year Growth Trend of the Career and Technical Student Organizations



Minnesota's Career and Technical Student Organizations

The mission of Minnesota DECA and Collegiate DECA is to enhance the education of all students with interests in marketing, management or entrepreneurship while meeting local & state initiatives. DECA assists students in developing skills and competencies for marketing careers, while building self-esteem, experiencing leadership, and providing community services.

The mission of Business Professionals of America (BPA) is to contribute to the preparation of a world-class workforce through the advancement of leadership, citizenship, academic, and technological skills. Minnesota BPA provides educational experiences that further develop social intelligence, civic consciousness, leadership skills and self-esteem for its members.

The Minnesota FFA Organization is dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education. The Minnesota FFA Organization celebrates academics, leadership, communications, team work, problem solving, character, community service and citizenship and recognizes students for excellence in those areas through the FFA award and degree programs.

The National Post-secondary Agricultural Student (PAS) Organization provides opportunities for individual growth, leadership and career preparation. Members develop skills for life through: Character Development, Creative and Critical Thinking, Interpersonal Communication, Practical Knowledge and Vocational Preparation.

The mission of FCCLA is to promote personal growth and leadership development through service occupations. Focusing on the multiple roles of the family member, wage earner, and community leader, members develop skills for life through: Character Development, Creative and Critical Thinking, Interpersonal Communication, Practical Knowledge and Vocational Preparation.

SkillsUSA is a partnership of students, teachers & industry working together to ensure America has a skilled workforce. SkillsUSA Minnesota creates opportunities for students, educators and business. This is accomplished through leadership training, volunteerism opportunities, competitions and conferences, which enhance students' self-worth and employability skills to create a seamless transition into the workforce.

The mission of Health Occupation Students of America (HOSA) is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill and leadership development of all health science technology education students, therefore, helping students to meet the needs of the health care community.

Conclusion

The MFSO saw the success of several projects during the FY16-17 Biennium, including greatly expanding the program supporting underserved populations. The MFSO continued to provide guidance and leadership to the CTSOs through Strategic Planning, Board Development, and Best Practices.

The MFSO provided several opportunities for the CTSOs to work collaboratively, most notably through the annual workshop and CTSO Day at the Capitol.

In the upcoming biennium the MFSO will continue to provide those collaborative activities. The MFSO will also continue to support underserved, nontraditional and special populations in cooperation with the MDE and MnSCU.

And most importantly, over the course of the next Biennium, the MFSO will continue to strive to provide the necessary leadership and guidance to make the organizations it serves more successful.

Appendix A

Minnesota Foundation for Student Organizations Funding Distribution

The Minnesota Foundation for Student Organizations is charged with a variety of responsibilities by the Minnesota Legislature including monitoring public funding received through the legislature. In some cases more than one CTSO receives funding within a "line item" and/or career area of study. In which case the MFSO works with the CTSOs to allocate the funds using a formula.

The funding formula is based on three components. Each CTSO receives a base amount [\$30,300.00] to ensure their basic operating costs are covered. The remaining funds are divided according to the size of the organization. The MFSO considers student members and student members* and also recognizes and considers the number of chapters a CTSO has.

Part A - Base Funding

- This plan distributes \$30,300.00 of funds equitably to each individual CTSO for the "operating base."

Part B - Chapter Factor

- After the "operating base" has been allocated forty percent (40%) of the remaining funding is allocated on the basis of nationally affiliated chapters.

Part C - Membership Factor

- The sixty percent (60%) of the remaining funding is allocated on the basis paid state and national student members served.

This formula can only be applied when more than one CTSO is supported in a career area. However, when determining legislative increase requests this formula is also utilized to determine parity in the member and chapter areas.

*Student Members recognized in grades 9-14; per Minnesota Administrative Rules:

CHAPTER 3505, SECONDARY VOCATIONAL EDUCATION

3505.1000 DEFINITIONS.

Subp. 28. Postsecondary career and technical education. "Postsecondary career and technical education" means career and technical education for persons who have completed or left high school and who are enrolled in organized programs of study.

Subp. 31. Secondary career and technical education. "Secondary career and technical education" means programs for grades 9 through 12 that meet the requirements of part 3505.2500, items A to C, and work experience/career exploration programs.

Appendix B

Minnesota Foundation for Student Organizations Legislative Principles

The MFSO Supports:

- the continuation of funding for all vocational, career and technical student organizations operating in secondary and post-secondary institutions.
- the continued disbursement of state funding for vocational, career and technical student organizations through the Board of Directors of the MFSO;
- providing students the opportunities to access and participate in secondary and post secondary career and technical education programs, including student organizations.
- occupational licensing procedures that supply both secondary and post-secondary institutions with an adequate number of skilled instructors of vocational, career and technical programs and student organizations.
- funding for replacement of equipment needed by vocational, career and technical education programs in order to stay current and relevant.
- applied learning environments and class sizes that provide individual instructor attention to students and increase parent-teacher cooperation and foster effective teaching.
- education employees receiving adequate compensation and quality preparation; including, improving preparation programs to make them practical in application and relevant to the classroom.
- the Minnesota State Colleges and Universities bonding initiatives as needed for the maintenance, growth and development of career and technical education programs within the Minnesota State College System.
- the Minnesota State Colleges and Universities student activity fees being spent exclusively on student activities.
- the continuation of funding Carl D. Perkins at the federal level; and the development of additional streams of revenue at the state and local level to support career and technical education programs.
- student organizations' right to organize at the state and national level.
- reaching underserved populations and providing meaningful leadership experiences within career and technical education programs.
- culturally diverse activities within all vocational, career and technical student organizations at the secondary and post secondary level.

Appendix C

Minnesota Foundation for Student Organizations Definitions

Organization:

A career and technical state organization must:

- satisfy all requirements to be in good standing with the national organization;
- have at least 300 members;
- have at least 10 active chapters; and
- have a maximum of two organizations that are recognized for each of the 7 career areas as defined in M.S. 124D.34*.

Chapter:

A career and technical student organization chapter must:

- be part of a Career and Technical Education (CTE) state approved program;
- be a state and nationally recognized, chartered chapter; and
- have ten (10) or more members that meet CTE grade level guidelines (currently 9-14).

Member:

A chapter member must:

- be a student who has fully paid state and national CTSO dues for the current year;
- be enrolled in an approved CTE program at a Minnesota education school or college in grade levels that meet state CTE guidelines.

Reporting:

Each CTSO organization must:

- Comply with the MDE grant management reporting requirements;
- report the current year's student membership and chapter numbers to the MFSO office prior to June 1 of each fiscal year;
- submit to an audit at the discretion of the MFSO Board of Directors.



Understanding, Reaching and Supporting Students in Poverty Hosted by the Minnesota Foundation for Student Organizations

Throughout the last biennium, the Minnesota Foundation for Student Organizations (MFSO) has sought to identify reasons students have not been able to engage in meaningful participation in career and technical student organizations. Overwhelming the reasons stem from students living in poverty. Based on this information, the MFSO Board of Directors has incorporated **understanding and fighting poverty in education** part of its mission.

This workshop is designed to bring a better understanding of the obstacles students in poverty are facing and identifying possible solutions. It will feature **local and national speakers, hands on activities, and solution based group discussions.**

Agenda At a Glance

- 10:00 Welcome and Introductions
Overview: Living in Poverty
- 10:45 Reaching and Connecting: Homeless, Neglected and Delinquent Youth
Roberto Reyes, MN State Coordinator Homeless Education Act
- 11:30 Lunch, Round Table Discussion
- 12:30 The Legacy Initiative
Deon Clark, President and CEO of The Legacy Initiative (TLI)
- 1:30 Resources and Next Steps

Attendance

Cost: FREE

Date: August 4, 2016
Time: 10 am – 2 pm

Location: Dept. of Education
Conference Center B, Room 15



Deon Clark is the owner and CEO of TCI Solutions, LLC; a consulting firm committed to providing the highest quality of consultation in three key areas: Workforce Talent Pipeline Development, Corporate Diversity & Inclusion Strategies, and Educational Development Services for Teachers & Students. He is also Chairman of the Board for **The Legacy Initiative, a nonprofit organization whose student development programs have assisted over 5,000 students across 5 states with personal and academic excellence.**

Mr. Clark spent over 8 years in the United States Navy as a Nuclear Plant Operator, Mechanic and Instructor. He then went on to obtain a Senior Nuclear Reactor Operator Instructor certification, and is one of few African

Americans in the nation qualified to teach Nuclear Power Operations to Licensed Nuclear Reactor Operators. With his extensive knowledge and experience, **Mr. Clark began to put mechanisms in place to provide exposure and training to underrepresented populations in the areas of Science, Technology, Engineering, and Math (STEM). He is the creator of STEMS of Success™; a high quality, engaging and entertaining youth conference designed to get students interested and excited about STEM related fields of study.** He is the creator of the Legacy I³ Workforce Transformation and Economic Development Program, a talent creation program that serves as an incubator for local, diverse, high quality workforce candidates.

Most recently, Mr. Clark served as the Director of Energy Programs at Estrella Mountain Community College. He also continues to work with high schools, colleges, community organizations, and businesses to establish sustainable programs and pipelines to help students obtain careers in STEM. He has facilitated several diversity workshops at multiple universities, and continues to be a highly sought after keynote speaker for all grade levels of education and for professional organizations.

Mr. Clark earned his B.S. in Human Resource Management from the New School University in NY, NY. He earned his Senior Nuclear Reactor Operator Instructor Certification from the LaSalle Generating Station in IL.



Roberto Reyes is currently the State Coordinator for Homeless Education Act. As the State Coordinator for Homeless Education, Mr. Reyes provides technical assistance, in coordination with local liaisons, to all LEAs in order to ensure compliance with the following LEA requirements: school choice/placement, best interest determination, enrollment disputes, records, comparable services, coordination, local liaison duties, review and revision of policies, and the prohibition on segregation under the McKinney-Vento Act. The goals being: **Improvement of educational services for children and youth who are neglected, delinquent, or at-risk so they have the opportunity to meet academic content and achievement standards;** providing children and youth with services to successfully transition from residential placement to further

schooling or employment; and prevent at-risk youth from dropping out of school, and provide dropouts and children and youth returning from correctional facilities with a support system to ensure their continued education.

Mr Reyes received his Bachelors of Applied Science at in Workforce Education Development at University of Southern Illinois, IL and his Masters Degree(s) in Counseling and Workforce Education and Development at Mercy College, NY. Mr. Reyes has extensive experience working with vulnerable/homeless children for non-profit, county and state organizations including Ramsey County, New York City Department of Education and now the Minnesota Department of Education.

REGISTRATION INFORMATION

Please email the following information to Emily Saed, MFSO: emily.saed@state.mn.us

Name and Email Address:

Career and Technical Student Organization Affiliation: (for example: CTSO Board Member, Instructor/Administrator at High School/College, MDE/MnSCU CTE Employee)

****REGISTRATION MUST BE RECEIVED by JULY 29, 2016****

****CANCELLATIONS must be received by August 2, 2016****

Thank you for your cooperation with these deadlines. This helps us continue to provide events at no cost.

A Box Lunch with a Club sandwich will be provided to all attendees.

Following the workshop the Minnesota Foundation for Student Organizations Board of Directors will be holding an informal discussion focusing on our goals for the 2017 school year, all are welcome to stay and participate.