



Certification Incentive Revenue

Fiscal Year 2017

Report to the Legislature

As required by Minnesota Statutes,

House File 2749, Article 25, section 61, subdivision 4

COMMISSIONER:

Brenda Cassellius, Ed. D.

FOR MORE INFORMATION, CONTACT:

**Paula Palmer, Director
Career and College Success
651-582-8737**

**Michelle Kamenov, Supervisor
Career and College Success
651-582-8434**

Cost of Report Preparation

The total cost for the Minnesota Department of Education (MDE) to prepare this report was approximately \$3,583. Most of these costs involved staff time in identifying and reviewing industry recognized certifications, partnership meetings, preparing the certifications list for the MDE website and preparing the written report. Incidental costs include paper, copying and other office supplies.

Estimated costs are provided in accordance with Minnesota Statutes 2015, section 3.197, which requires that at the beginning of a report to the Legislature, the cost of preparing the report must be provided.

Legislative Charge

The 2016 Legislature directed the Minnesota Department of Education (MDE) to consult with the Governor's Workforce Development Council established under Minnesota Statutes, section 1161.665, and the P-20 Education Partnership operating under Minnesota Statutes, section 127A.70, to establish a list of qualifying career and technical certificates and post the names of those certificates on MDE's website. The certificates are required to be in fields where occupational opportunities exist.

A school board may adopt a policy authorizing students in grades 9 through 12, including students enrolled in postsecondary enrollment option courses under Minnesota Statutes, section 124D.09, the opportunity to complete a qualifying certificate. The certificate may be completed as part of a regularly scheduled course. A school district may also register a student for any assessment necessary to complete a qualifying certificate and pay any associated registration fees for its students.

The incentive funding for a school district's career and technical certification aid equals \$500 times the district's number of students enrolled during the current fiscal year who have obtained one or more qualifying certificates during the current fiscal year. The statewide total certificate revenue must not exceed \$1,000,000. The commissioner shall reduce the initial aid under this subdivision to ensure the statewide aid cap is not exceeded.

The commissioner of education must report to the committees of the Legislature with jurisdiction over kindergarten through grade 12 education and higher education by February 1, 2017, on the number and types of certificates authorized for the 2016-2017 school year. The commissioner shall also recommend whether the pilot program should be continued.

Introduction

Education and work-related credentials at the secondary and postsecondary levels are an important component for many career pathways. Certification verifies mastery of or competency in specific knowledge, skills or processes that can be measured against a specific set of standards. These certificates are valuable to employers as they allow them to determine the skill or education level of applicants.

MDE engaged representatives of the Governor's Workforce Development Council and the P-20 Education Partnership. The Governor's Workforce Development Council consulted with MDE to establish the list of qualifying career and technical certificates based on business and industry recognition. Industry-Recognized Credentials are Professional Certificates and Licenses that are recognized by multiple employers across an industry. Industry-recognized credentials are accepted and often sought by employers within industry sectors as a recognized, preferred, or even required credential for hiring, retention or advancement in an occupation. They are endorsed by a nationally recognized trade association or organization and represent a significant part of the industry.

Encompassed in the list of qualifying career and technical certificates is the state process Minnesota implemented to identify core technical skills and assessment tools for Career and Technical Education (CTE) secondary to postsecondary programs of study. The Carl D. Perkins Career and Technical Education Act of 2006 sets an expectation that when CTE concentrators

(students who have completed more than 240 hours of CTE coursework) are assessed, only valid and reliable assessment instruments are used, which align with industry standards when available and appropriate for the purpose of accountability. These identified technical skill assessments leading to credential or certification are also included in the established list. Please refer to Table 1: Qualifying Career and Technical Certificates.

Analysis

The list of identified certifications are organized by career clusters (see Figure 1 Minnesota Career Fields, Clusters, Pathways). The Minnesota Career Fields, Clusters and Pathways illustrates a framework of CTE categories of six general career fields, 16 career clusters, and potential career paths in a variety of occupational areas. Each career pathway is connected to a set of related occupational areas within specific career clusters. Each of these pathways is tied to knowledge and skills that have been validated by industry, and are the basis from which programs and programs of study are developed.

Figure 1: Minnesota Career Fields, Clusters, and Pathways

Explore more at [Minnesota State CAREERwise Education website](https://www.mnprogramsstudy.org)

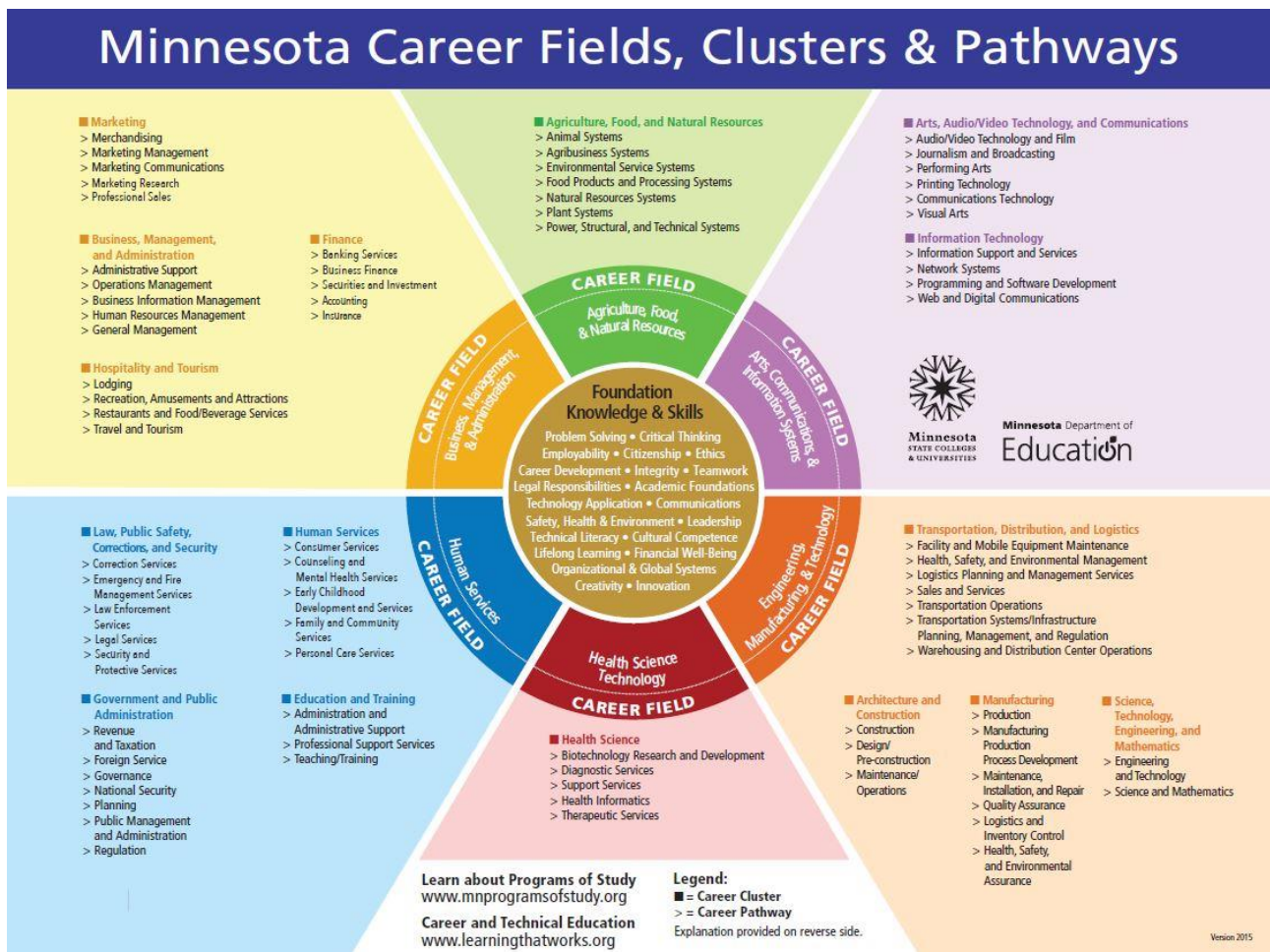


Table 1: Qualifying Career and Technical Certificates

An [Excel version of this list](#) can be found on the MDE website: <http://education.state.mn.us> > Districts, Schools and Educators > Career Technical Education > Policy and Funding.

Issuing Organization	Certification	Career Cluster(s)
Adobe (through Certiport)	Adobe Certified Associate - Dreamweaver CC	Arts, Audio/Video Technology and Communications
Adobe (through Certiport)	Adobe Certified Associate - Rich Media Communication Using Flash Professional CC	Arts, Audio/Video Technology and Communications
Adobe (through Certiport)	Adobe Certified Associate - Visual Communication Using Adobe Photoshop CC	Arts, Audio/Video Technology and Communications
Adobe (through Certiport)	Adobe Certified Associate - Visual Communication Using Adobe Premiere Pro CC	Arts, Audio/Video Technology and Communications
Adobe (through Certiport)	Adobe Certified Associate - Visual Communication Using Adobe Illustrator CC	Arts, Audio/Video Technology and Communications
Adobe (through Certiport)	Adobe Certified Associate - Visual Communication Using Adobe InDesign CC	Arts, Audio/Video Technology and Communications
American Welding Society	Certified Welder	Manufacturing
Apple	Certified Pro - Final Cut Pro X	Arts, Audio/Video Technology and Communications
Apple	Certified Pro - Logic Pro X	Arts, Audio/Video Technology and Communications
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Automobile Service Technology	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Automatic Transmission/Transaxle	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Brakes	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Electrical/Electronic Systems	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Engine Performance	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Engine Repair	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Heating and Air Conditioning	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Maintenance and Light Repair	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Manual Drive Train and Axles	Transportation, Distribution and Logistics

Issuing Organization	Certification	Career Cluster(s)
Automotive Service Excellence (ASE)	ASE Student Certification in Automobile - Suspension and Steering	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Collision Repair and Refinish - Mechanical and Electrical	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Collision Repair and Refinish - Non-structural Analysis and Damage Repair	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Collision Repair and Refinish - Painting and Refinishing	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in Collision Repair and Refinish - Structural Analysis and Damage Repair	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in M/H (Medium/ Heavy) Truck - Diesel Engines	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in M/H (Medium/ Heavy) Truck - Brakes	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in M/H (Medium/ Heavy) Truck - Electrical/ Electronic Systems	Transportation, Distribution and Logistics
Automotive Service Excellence (ASE)	ASE Student Certification in M/H (Medium/ Heavy) Truck - Steering and Suspension	Transportation, Distribution and Logistics
Autodesk (through Certiport)	Autodesk Certified User - Autodesk AutoCAD	Arts, Audio/Video Technology and Communications; Architecture and Construction; Manufacturing
Autodesk (through Certiport)	Autodesk Certified User - Autodesk Inventor	Arts, Audio/Video Technology and Communications; Architecture and Construction; Manufacturing
Autodesk (through Certiport)	Autodesk Certified User - Autodesk Revit	Arts, Audio/Video Technology and Communications; Architecture and Construction; Manufacturing
Autodesk (through Certiport)	Autodesk Certified User - Autodesk Fusion	Arts, Audio/Video Technology and Communications; Architecture and Construction; Manufacturing
CompTIA	A+ Certification	Information Technology
CompTIA	IT Fundamentals Certification	Information Technology
CompTIA	Cloud + Certification	Information Technology
CompTIA	Network + Certification	Information Technology
CompTIA	Security + Certification	Information Technology
Cisco	Cisco - Certified Entry Networking Technician (CCENT)	Information Technology
Equipment and Engine Training Council (EETC)	Engine Technician Certification: 2-Stroke, 4-Stroke, Compact Diesel Engine Tests	Agriculture; Transportation, Distribution, and Logistics
Internet and Computing Core (IC3) Certiport	Internet and Computing Core (IC3) Digital Literacy Certification	Business, Management, and Administration

Issuing Organization	Certification	Career Cluster(s)
Intuit (through Certiport)	Intuit QuickBooks Certified User	Finance
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Word 2013	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Excel 2013	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office PowerPoint 2013	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Access 2013	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Outlook 2013	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Word 2010	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Excel 2010	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office PowerPoint 2010	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Access 2010	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Outlook 2010	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Word 2007	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Excel 2007	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office PowerPoint 2007	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Access 2007	Business, Management, and Administration
Microsoft (through Certiport)	Microsoft Office Specialist Certification - Microsoft Office Outlook 2007	Business, Management, and Administration
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Windows, Mobility and Device Fundamentals	Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Office 365 Cloud Fundamentals	Information Technology

Issuing Organization	Certification	Career Cluster(s)
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Software Development Fundamentals	Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - HTML Application Developer Fundamentals	Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Software Testing Fundamentals	Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Database Administration Fundamentals	Business, Management, and Administration; Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA Certification - Windows Server Administration Fundamentals	Business, Management, and Administration; Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA - Networking Fundamentals	Business, Management, and Administration; Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA - Security Fundamentals	Business, Management, and Administration; Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	Certiport Mouse Certification	Business, Management, and Administration; Information Technology
Microsoft Technology Associate (MTA) (through Certiport)	MTA - Windows Operating System Fundamentals	Business, Management, and Administration; Information Technology
Retailing	Merchandising	Business, Management, and Administration; Information Technology
Retailing	Business Retailing	Business, Management, and Administration; Information Technology
Computer Maintenance Technology	Computer Technology	Business, Management, and Administration; Information Technology
Business Technology	Web Page Design	Business, Management, and Administration; Information Technology
Business Technology	Business information and Business management	Business, Management, and Administration; Information Technology
Business Technology	Business and Technology Accounting Certification	Business, Management, and Administration; Information Technology
Minnesota Board of Pharmacy	Pharmacy Technician Certification	Health Science Technology Education
Minnesota Board of Pharmacy	Pharmacy Technician Certification	Health Science Technology Education
Minnesota Department of Health	Nursing Assistant Registered	Health Science Technology Education
Minnesota Department of Health	Home Health Aide	Health Science Technology Education

Issuing Organization	Certification	Career Cluster(s)
Minnesota Fire Service Certification Board	Minnesota Fire Fighter Certification Exam - Firefighter I	Law, Public Safety, Corrections, and Security
Manufacturing Skills Standards Council (MSSC)	Certified Production Technician (CPT) Certification	Manufacturing
National Institute for Metalworking Skills (NIMS)	NIMS Credential - Machining Level 1 - Measurement, Materials, and Safety	Manufacturing
National Registry of Emergency Medical Technicians (NREMT)/ Emergency Medical Services Regulatory Board (EMSRB), Minnesota	Emergency Medical Technician (EMT) Basic Certification	Law, Public Safety, Corrections, and Security
National Registry of Emergency Medical Technicians (NREMT)/ Emergency Medical Services Regulatory Board (EMSRB), Minnesota	Emergency Medical Technician (EMT) Advanced Certification	Law, Public Safety, Corrections, and Security
National Restaurant Association	National Restaurant Association – Prostart Certificate of Achievement	Restaurant/Food and Beverage Services
National Restaurant Association	ServSafe Food Handler Certification	Restaurant/Food and Beverage Services
National Restaurant Association	ServSafe Food Protection Manager Safety Certification	Restaurant/Food and Beverage Services
National Retail Federation	Customer Service and Sales Certification	Marketing
National Retail Federation	Retail Management Certification	Marketing; Business, Management, and Administration
National Craft Assessment and Certification Program	Carpenter Level One	Architecture and Construction; Agriculture
OSHA	OSHA 10-hour Construction Certification	Architecture and Construction; Agriculture
OSHA	OSHA 10-hour General Industry Certification	Architecture and Construction; Agriculture
MDA Licensed Commercial Pesticide Applicator Exam	MDA Licensed Commercial Pesticide Applicator Exam	Agribusiness
MDA Licensed Non-Commercial Pesticide Applicator Exam	MDA Licensed Non-Commercial Pesticide Applicator Exam	Agribusiness
CAERT Horticulture Assessment	Academic Assessment	Agribusiness
Agriculture Science	Academic Assessment	Agriculture Science - Animal
Class D Wastewater Operator Exam	Environmental Service System Assessment	Agriculture Environmental
Class D Water Operator Exam	Environmental Service System Assessment	Agriculture Environmental
ServSafe Certification	Food Safety Administration	Agriculture Foods
Culinary Arts - Level 1 - Prep Cook	Job Ready Assessment	Agriculture Foods

Issuing Organization	Certification	Career Cluster(s)
Food Handler Safety Certification	Certification	Agriculture Foods
Food Science Fundamentals	Pre-Professional Assessment and Certification	Agriculture Foods
Certified Plan Writer Forestry	License	Agriculture Natural Resources
Certified Wildlife Biologist	Professional Certification	Agriculture Natural Resources
S-130/S-190 Fire Certification	Professional Certification	Agriculture Natural Resources
MDA Commercial Pesticide Applicator Certification	Professional Certification	Agriculture Natural Resources
Certified Plan Writer	Professional Certification	Agriculture Natural Resources
Class D Water Operator Exam	License	Agriculture Natural Resources
AWS Certified Welder	AWS Certified Welder	Manufacturing
AWS Robotics	AWS Robotics	Manufacturing
Manufacturing Production Specialist	Manufacturing Production Specialist	Manufacturing
Construction Trades Certificates	NCCER Card (Identifies cardholder as proficient in various crafts within the building industry.)	ConstructionAA1:D115

Conclusion

Minnesota schools have expressed interest in the Certificate Incentive Revenue pilot program and the opportunities it may provide students in future employment. Secondary Career Technical Education teachers who have participated in utilizing assessments have helped hone their instruction skills and infused additional technical skills into their classes. Schools and teachers however, do share some concerns with secondary programs being able to offer the instructional skill level for students to pass the assessments as many students do not have the opportunity to take more than two or three CTE classes and these may be in several career clusters and/or pathways. Many of the identified certifications would require course work at a minimum of three classes in the same career pathway to gain the competencies necessary to successfully pass the assessment to earn the credential. The majority of certification assessments are given to students at the end of the school year, with passing information not available until summer or later. Therefore, schools are unable to submit for eligible reimbursements through the incentive revenue to meet the June 30, 2017 timeline currently in statute. Schools would be able to access the Certificate Incentive Revenue if the timeline for reporting their results to qualify for the funding is extended. Given the current attention to, and promotion of CTE locally, state and nationally, there remains the need to incentivize CTE programming to articulate to business and industry standards, including industry recognized credentials. Incentivizing credential and certification attainment is an important key to sustaining and growing CTE opportunities for students in Minnesota and filling technical skills and workforce gaps.

To mitigate the stated challenges and continue the advantages that the CTE Certificate Incentive Revenue offers, it is the recommendation of MDE to amend Minnesota Statutes, section 127A.70 to allow the funding to carry forward and to extend the pilot.