
Adult Education Directors' and Coordinators' Fall 2009 Meeting

**September 25, 2008
Salina, KS**

AGENDA

12:30 to 1:15 p.m.

1:15 to 2:00 p.m.

2:00 to 3:00 p.m.

3:00 to 3:15 p.m.

3:15 to 4:15 p.m.

Lunch

Where are we?

Data Quality Issues

Free Online Tutor Demo

BREAK

**Ready for College
Update**

**Standards-in-Action
Update**

FY2009 EL/Civics Funding

AGENDA

4:15 to 5:15 p.m.

FY2010 PD Calendar

5:15 to 5:45 p.m.

FY08 PIP Preliminary

5:45 to 6:00 p.m.

**Federal Monitoring
Info**

6:00 to 6:30 p.m.

**Questions, comments,
and discussion**

Performance Negotiations

EFLs	As of September 22, 2008	Negotiated
1. Beginning Literacy ABE	65%	70.09%
2. Beginning ABE	65%	64.75%
3. Low Intermediate ABE	66%	63.51%
4. High Intermediate ABE	57%	57.81%
5. Low ASE	51%	56.86%
7. Beginning Literacy ESL	65%	64.98%
8. Low Beginning ESL	65%	74.36%
9. High Beginning ESL	65%	71.25%
10. Low Intermediate ESL	64%	67.22%
11. High Intermediate ESL	65%	68.42%
12. Low Advanced ESL	56%	55.95%
Earned GED	70%	79.20%

FY2008 Overall Completions

- **Kansas—66%**
- **Ohio—58%**
- **Alabama—57%**
- **Iowa—56%**
- **Arizona—55%**
- **West Virginia—52%**
- **South Carolina 52%**
- **Colorado—51%**

FY2008 Overall Completions

- Nevada—46%
- Missouri—41%
- Oregon—38%
- Oklahoma—36%
- Nebraska—32%
- New Mexico—27%
- Vermont—10%

Data Quality Issues

- Instructors are not using PABLO regularly and are not reviewing data for accuracy.
- Goals need to be reviewed with learners on a **REGULAR** basis.
- **CHECK** and respond to *Validate Data* reports.
- Watch overrides!
- Evaluate percentages of goal setters—
 - * Enter employment/unemployed available
 - * Retain employment/employed
 - * PSE/Levels 4, 5, 6, and 12

On Line Tutor Kansas State Library

Marc Galbraith
Deputy State Librarian



BREAK

Ready for College Grant Update

■ Participating Programs

- * **Butler Community College**
- * **Garden City Community College**
- * **Hutchinson Community College**
- * **Johnson County Community College**
- * **Kansas City Community College**
- * **Neosho County Community College**
- * **Seward County Community College**

Ready for College Grant Update

Target Population: 18 – 24 year olds at Levels 4, 5, and 6 at program entry

Annual Report (October – June)

Educational Gain:	126/180	70%
Receipt of GED:	123/152	81%
College Readiness:	101/180	56%
Entered PSE:	29/115	25%

Ready for College Grant Update

■ Lessons Learned

- * **The need for and the expectation of PSE must be emphasized to all participants from day one.**
- * **PSE “skills” must be incorporated into the curriculum for every participant at Levels 4, 5, 6, 11, and 12.**
- * **Program curriculum must address college readiness—not simply GED preparation.**
- * **Programs must collaborate with post-secondary institution(s) to ensure that transitions take place (navigators).**

Standards-in-Action Update

- **Kansas participants—**
 - **Johnson County Community College**
 - Margery Downey (Lead)
 - Bernadette Peeke (Bea)
 - **Kansas City Kansas Community College**
 - Melvin Rice (Lead)
 - Rosemary Lischka (Lead)
- **Comments from participants**
- **Mathematics content standards**

Standards-in-Action Update

- **August 2008—First National Meeting, *Evaluating and Improving Student Assignments***
 - **Meeting focused on methods for engaging instructors in assessing the alignment of their classroom assignments with state standards**
- **August-November 2008—State teams pilot the processes and materials with program administrators and support from coaches**

Standards-in-Action Update

- **January 2009—Second national meeting, *Conducting Focused Classroom Observations***
 - **Meeting introduces strategies for assessing the implementation of standards in adult education classrooms**
- **January-May 2009**
 - **State teams continue piloting processes and materials**
 - **Visits by nationally trained standards coaches to support site implementation of the processes and materials**

EL/Civics Funding for FY2009

Barton County CC	\$29,000.00
Flint Hills TC	\$15,231.00
Garden City CC	\$69,000.00
Johnson County CC	\$72,000.00
Pittsburg USD 250	\$ 6,300.00
Seward County CC	\$70,000.00
Wichita Area TC	\$52,488.00
Wichita Indochinese	\$13,044.00

FY2010 Professional Development Calendar Discussion

- Mathematics PD—YEAR-long—Location TBD
 - **Measurement or Number and Operations (see handout)**
 - (1) 2-day Institute (Summer 09)
 - (2) 1-day Institutes (Fall 2009 and Spring 2010)
 - In-between local meetings
- Writing PD—YEAR-long—either OP or Wichita
 - **Language and Literacy Through American Film (see handout)**
 - (3) 2-day institutes
 - In-between local group meetings
 - Possible on site visits to support implementation

FY2010 Professional Development Discussion

- **Core trainings provided by state staff or state trainer—**
 - CASAS Implementation
 - Beyond Implementation: CASAS Update
 - CASAS Functional Writing Assessment
 - Accommodating Adults with Disabilities

FY2010 Professional Development Calendar Discussion

- **Core training provided by local program**
 - **PAM Implementation and Innovation**
 - **Competency and Content Standards-based education**
 - **Workplace Essential Skills curriculum and checklists (will supply a list of state trainers after training next week).**
 - **Technology curriculum and checklists**
 - **Using PABLO and data quality**

State Professional Development Tuition Reimbursement Policy

Proposed policy:

“As it pertains to federal (AEFLA) or state funds used for professional development, a local program may choose to reimburse an individual for a maximum of 9 credit hours per program year as program funds are available. Eligible local staff and/or teachers must work a minimum of 15 hours per week in adult education year’s experience in Kansas adult education.

State Professional Development Tuition Reimbursement Policy (cont.)

Proposed policy:

“Coursework must be related to the staff or teacher’s adult education duties. Reimbursement is provided when a copy of the paid receipt and a passing grade (“C” or better) for the course are received by the local program director or state staff. Exceptions to this policy must be submitted to and approved by the State Director of Adult Education.”

State Professional Development Paid Workshop Policy

Proposed policy:

“As it pertains to federal (AEFLA) or state funds used for professional development, local programs which pay for individuals to attend a workshop, institute or other state-sponsored event and who fail to attend or otherwise fail to successfully complete the professional development activity, at the local program’s or state’s discretion, may be asked to repay the federal or state funds expended.”

FY2008 PIP Preliminary Results

50/50

Professional Development/PIP Reports

- **Connecting PD to PIP**
 - **Use funds intra-program**
 - **Review PIP goal and progress**
 - **JUST LIKE A STUDENT GOAL!!!**
 - **Who is looking at the DATA???**
 - **If you can't measure your progress throughout the year, is it a good objective???**

FY2009 Professional Development/PIP Review

- **Review FY2009 PIP and progress for February Director's meeting**
 - **Prepare 5 minute progress report for other directors**
 - **Submit documentation to support your progress report to Michelle electronically prior to meeting or physically at the meeting.**
 - **Documentation should contain the following:**
 - **What data are you reviewing to monitor program's progress?**
 - **How are you linking your federal and state leadership dollars to your PIP objective?**
 - **What PD has been completed and how are the results playing out in your program?**

Federal Monitoring

- When?** March 2 – 6, 2009
- Who?** Two representatives from USDoE's Division of Adult Education and Literacy (DAEL) and one State Director of Adult Education
- Where?** State office in Topeka and five to six local adult education programs selected by DAEL
- What?** Complete review of state and local programs' adherence to Title II, Workforce Investment Act of 1998

Federal Monitoring

How do we prepare?

ENSURE THAT:

1. Learners' files are up-to-date—assessments, goal setting forms, etc.
2. Program is following Kansas Adult Education Assessment Policy.
3. Instructors understand and follow the Assessment Policy and other Adult Education policies.
4. Program is following appropriate fiscal policies—keeping state, federal, and local funding in different accounts; having all capital outlay purchases clearly marked with inventory numbers.
5. Program can demonstrate that it is “valued” in the community it serves.

Questions, Comments, and Discussion

