CONNECTICUT STATE DEPARTMENT OF EDUCATION

Adult Education Policy Forum

June 12, 2020

Agenda

- CT Association for Adult and Continuing Education (CAACE)
- Adult Training and Development Network (ATDN)
- 2020-2021 Meeting Reminders
- State Grants and Applications
- CT Adult Reporting System Update (CARS)
- New Database System
- CT Competency System (CCS)
- GED Update
- CT Adult Virtual High School (CTAVHS)
- CDP and NEDP Update
- College and Career Readiness Standards
- Teacher Evaluation
- Career Pathways
- Advancing Innovations
- Federal Grant
- Other Dates

Farewell to Aileen Halloran
Teacher, Colleague, Friend

Rest in peace

CAACE 2020 Conference

WE can not thank you all enough for helping to make this year's conference a huge success.
On behalf of CAACE we say:
THANK YOU
THANK YOU
THANK YOU

Thank you to all those who helped make this conference possible: Our CAACE Conference Committee, our proctors, presenters, and our exhibitors. Thank you!!!

Directors!

Please watch for an email from CAACE next week asking you to vote in our Board Members and a new Secretary for 2021

Congratulations to Gabe Riccio on his retirement. We wish you well!

Have a safe and healthy summer and we hope to see everyone in person in September.

ATDN Professional Development Updates

ATDN Workshops for 2019-2020:

- Over 30 workshops offered in CCRS, Teacher Evaluation, Disability, ESL, CCS, GED & NEDP attended by approximately 400 adult education staff.

- 17 Virtual Workshops via Zoom offered in Digital Learning, Disability, Technology and GED support over a seven week period in Spring semester due to the Covid-19 shutdown attended by over 800 adult education staff participating.

- CCRS 100 ELA & Math Series videos have been provided for DOC staff and new instructors. Almost 850 registrations have taken these videos. Staff registered for the Two ELA and Four Math courses and issued unique access codes for each. Certificates are issued after a review from our PD trainers.

- We held a Summer Institute at UNH with over 170 participants in August. We also offered Five mini-institutes throughout the year with 10 workshops and 47 participants. Two of the institutes were cancelled due to Covid-19.

- An ATDN Professional Development Catalog was distributed listing the PD offerings for adult educators, adult education regional PD locations, as well as other pertinent information through the end of the year.

- We offered a GED Day in December, two ESL days-November & March and a Digital Learning day in February during this school year. The Digital Learning Day was cancelled due to low enrollment.

- The 27th Annual Conference on Serving Adults With Disabilities conference was held on October 18, 2019 at Water's Edge with 240 participants.

ATDN Professional Development Updates

PLANNING FOR 2020-2021:

- Our Workshop focus this year will continue to be both face-to-face and virtual for adult educators. CCRS, Teacher Evaluation, Disability, ESL, CCS, GED and NEDP along with the new database will be offered.

- CCRS 100 ELA & Math Series videos are available on the EdAdvance/ATDN website along with all of the webinar/workshop resources from this past year. CCRS 200 will be offered this year with very limited 100 series.

- An ATDN Professional Development Catalog or document will be produced which lists the PD offerings for adult educators as well as other pertinent information through the end of the year.

- Our Summer Institute is scheduled for August 12th and will be a one-day virtual event. Save the date! More to follow…. We also plan to offer a GED Day, an ESL day and a Digital Learning day during this school year.

- The 28th Annual Conference on Serving Adults With Disabilities conference is just around the corner which is scheduled for October 30th at Water's Edge (pending). Stay tuned for more information.

- A survey to Directors was sent out this week seeking workshop offering suggestions for their adult education staff. Based on the results, we will adjust this year's planning accordingly. The survey is located at: https://www.surveymonkey.com/r/GV32H5P

2020-21 Meeting Reminders

All Meetings will be remote/virtual unless otherwise indicated:

Policy Forums for 2020-21

- Friday, September 18, 2020

- Friday, January 8, 2021

- Friday, June 4, 2021

Meeting for Program Facilitators for 2020-21

- Friday, September 25, 2020 from 1:00 – 3:00 p.m.– required Statewide meeting

Regional Facilitators Meetings for the Fall of FY 2020-21

- October 22, 2020   1:00-3:00 p.m.

State Grant Update

- Final 2019-20 Adult Education State Grant Award letters have been disseminated to all school districts via the State's pre-payment grant system;

- May payment for FY20 has been issued

- Final CAP 6.34%;

- ED141 Statement of Expenditure Reports due September 1, 2020 (electronic submission by business manager).

State Grant Update

- September 1, 2020 – ED-141 Statement of Expenditures due (business office submits);

- FY21 - State Grant due dates:
    Monday, March 15, 2021: ED-245/ED-245A
    Thursday, April 15, 2021: ED-244/ED-244A

State Grant Update

CSDE is currently in the process of transferring all grants to the eGMS electronic grant system:

- Takes effect July 1, 2020;
- Districts will need to enter the budgets electronically;
- When the details of the process is made available, directors will be contacted.

Connecticut Adult Reporting System (CARS) Update

- All data entry for fiscal year 2019-20 that includes information relative to student demographics, _including providing an exit date for learners who have graduated from the program and will not return,_ entry status, reasons enrolled, enrollments, attendance, achievements, credits earned and all appraisal and pre-post assessments and/or COVID exempt **must be entered in CARS by June 19, 2020**. After this date the system will be locked and no data entry will be possible.

- Directors should be asking for a copy of data verify reports and looking for outstanding errors.

- The updated **Data Collection Forms AND Data Manual AND Assessment Policy** will be e-mailed to all adult education providers once a new data system is in place.

CARS Update continued

COVID Pre-/Post- Exempt

- Ensure you are in FY2020.

- You can exempt a student from pre- and/or post-tests on the student's demographic screen (under gender) due to the inability to test because of COVID.

- You can access the demographic screen by searching under Student-> Edit

or

- You can search under Course -> Search Course and expand the course and enrollments to find the students.

CARS Update continued

Summer

- If you plan on offering summer school, please be aware that the new database might not be available to create courses, nor maintain enrollments, attendance or assessments.

- Providers will need to keep this information on paper or other electronic means until the transition to the new database is completed.

- Please consider saving a copy of your Data Downloads files for all years in a secure password protected location. You should also save copies of any CDP transcripts that you may not have access to over the summer.

Attendance Guidance

- Do not enter attendance hours greater than the hours of instruction listed for the class. You will need to rectify this error by reducing the amount of proxy hours entered or increase the amount of hours offered for the course.

- Students who are meeting the <u>required 12 direct contact hours</u> through telephone, video, teleconference, or online communication, where participant and program staff can interact and through which <u>participant identity is verifiable</u> should be entered in the daily or monthly attendance.

Attendance Guidance

If you are recording virtual hours or distance learning hours, then they should be entered as proxy hours using one of the following models:

- **Clock Time Model**, which assigns contact hours based on the elapsed time that a participant is connected to, or engaged in, an online or stand-alone software program that tracks time;

- **Teacher Verification Model**, which assigns a fixed number of hours of credit for each assignment based on teacher determination of the extent to which a participant engaged in, or completed, the assignment; or

- **Learner Mastery Model**, which assigns a fixed number of hours of credit based on the participant passing a test on the content of each lesson. Participants work with the curriculum and materials and, when they feel they have mastered the material, take a test. A high percentage of correct answers (typically 70%–80%) earns the credit hours attached to the material.

New Data System Training

- Due to the global pandemic with COVID-19, we will be making adjustments for training of the new database.
- An onsite training day will be split into three consecutive days of web-based training.
- Each web-based training is 2 hours long , totaling six hours of training.
- The webinars are recorded and links will be provided to share with new staff as needed.
- This format provides the added benefit of attendees being able to take time each day to reflect and process topics covered and generate questions to be covered in the first section of the following day's webinar.
- This layered learning can be easier to absorb as it splits the material into smaller blocks of learning, which can then be practiced hands-on in the provided training database.

Connecticut Competency System (CCS) Updates

CASAS Remote Testing Update:

- Individual agencies already set up to deliver CASAS eTests can begin remote testing after they sign an Agency Remote Testing Agreement. The **Agency Remote Testing Agreement** can be found on the CASAS website. This signed agreement attests that the agency will adhere to all test security measures and remote testing protocols while testing remotely.

- Agencies not yet set up with CASAS eTests can follow the steps laid out in the **Going Live! Checklist** to get started.

- Proctors must already be certified as eTests proctors. They must sign a **Proctor Remote Testing Agreement** to attest that the proctor will adhere to all test security measures and remote testing protocols. Local agencies are responsible for ensuring that their remote testing proctors are trained and are following remote testing protocols.

CCS Updates, Continued….

- *Going Remote! Training and certification is available. It is highly recommended, but not required by CASAS, to prepare proctors for the additional challenges presented by remote proctoring.*

<u>Web conferencing platform</u>

Proctors can use a variety of web conferencing platforms as long as they have the following functionality:

➢ Meetings can be password protected

➢ Webcams can be used to monitor the test taker

➢ Audio can be limited to the device running the web conferencing platform (having one device for video and another for audio is not allowed)

➢ Device screens can be shared (proctor and test taker)

➢ Test takers can remote control the proctor's computer

CCS Updates, continued…..

<u>CASAS Remote Testing Update:</u>

4 Approaches to Remote Testing

1:1 Remote Control

1:1 or Multiple Test Takers -- test takers on Windows 10 PCs

1:1 or Multiple Test Takers -- test takers on Chromebooks or iPads

1:1 Oral Responses

Each approach has unique:

• Detailed, step-by-step, scripted directions provided in the CASAS Remote

Testing Guidelines document and in proctor training.

• Detailed technical requirements for proctors and test takers

CCS Updates, continued….

Proctor Email Template – Preparation for Testing Invitation

- The email template in Appendix A of the Remote Testing Guidelines has been revised. The email template is provided as a useful starting point for proctors and other personnel who initially interact with test takers who will be testing remotely.

Station Registration Code

- CASAS has simplified the station registration process for remote testing. When a remote test session is started in eTests Online, a unique code is generated that proctors and students can use to register their stations. Once the code is entered on the Station Registration screen, the station is registered and automatically added to the test session for added convenience. Proctors can still register using credentials just as before if there is any problem with the code.

CCS Updates, continued

[Remote Testing page on CASAS website](#)

- New "Remote Testing Updates" document

- New Video Demonstration
- New eTests Station Registration with Code
- New Proctor Remote Testing Certification

- Updated Summary Chart
- Updated Remote Testing Guidelines, Quick Reference Chart, FAQs
- Updated Agency Remote Testing Agreement
- Updated Proctor Remote Testing Agreement

https://www.casas.org/product-overviews/remote-testing

CCS Updates, continued…

Emerging Assessment Scenarios:

Remote Testing Only

- 1:1 (one proctor, one test taker)
- Multiple test takers

Onsite Testing in 1 "Room"

- 1 computer lab with social distancing
- Onsite in cars in parking lot with Wi-Fi hotspot

Hybrid – Onsite and Remote Testing

- Proctor is onsite with test takers who are all off site/at home.
- Proctor is onsite with some test takers in same room and others in different rooms/remote.
- Proctor is onsite with some test takers onsite and others offsite/remote.

Use hybrid onsite and remote options, if possible.

- CASAS eTest units cost $1.30 for 2020-2021

- The agreement between CASAS and the CSDE provides the discounted rate as well as license and support to access the TOPSpro Enterprise data management application through June 30, 2021.

- CASAS maintains an HTTPS connection and secure browser environment.

- Administering tests via eTests Online requires a Chromebook or a Windows PC with Internet access. (iPads must have iOS 11 or higher.

- Windows computers must meet software requirements (Windows 10 for CASAS eTest delivery)

- Please review all system requirements here.

GED Update
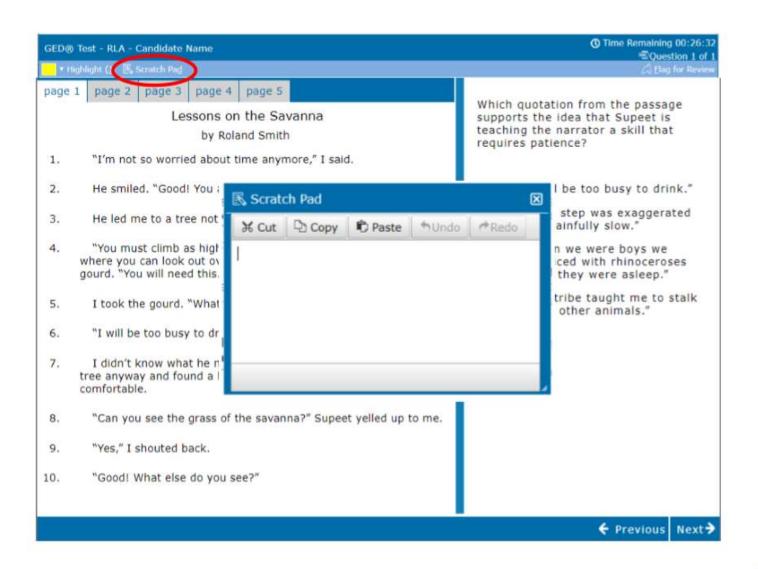## GED Online Proctored (O.P) Test Pilot

- The Online Proctored GED Test pilot will utilize trained, third-party proctoring and will include built-in artificial intelligence (AI) features for additional test security.

- In Connecticut, we plan on participating in this GED online testing pilot for students on Monday, June 15 for those who had canceled appointments due to COVID site closures initially and then moving on to students who have completed and passed 3 of 4 tests.

- Students who are eligible will be sent an email with instructions on how to register and schedule an online proctored GED test. They will also receive an alert in their GED.com student account.

- Test takers will be required to have a laptop or computer with a camera/microphone and a stable internet connection. (There is an online full system check that test-takers are encouraged to do.) The pilot also requires a closed, private/quiet room.

GED Update, continued…

Online Proctored Pilot:

- English only (Spanish will likely be available after pilot –end of July)
- 18 and older (Some exceptions for 17 year olds after July)
- GED Ready "Green" within 60 days for scheduling test
- Certain accommodations available for pilot (will be expanding after pilot)
- May only schedule and take one OP exam at a time
- Embedded calculators only. No handheld calculators allowed
- Electronic, embedded scratch pads tool. No physical paper/dry erase boards allowed.
- Retest Policy
  – A failed OP test can be retaken at a test center
  – A failed CBT test can be retaken using the OP platform
  – A failed OP test cannot be retaken using the OP platform for the same subject

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Lessons on the Savanna
by Roland Smith

1. "I'm not so worried about time anymore," I said.

2. He smiled. "Good! You ⸻⸻⸻⸻⸻⸻⸻⸻ l be too busy to drink."

3. He led me to a tree not ⸻⸻⸻⸻⸻⸻ step was exaggerated ⸻ ainfully slow."

4. "You must climb as high ⸻⸻⸻ n we were boys we where you can look out ov ⸻⸻⸻ iced with rhinoceroses gourd. "You will need this. ⸻⸻ they were asleep."

5. I took the gourd. "What ⸻⸻⸻⸻⸻⸻ tribe taught me to stalk ⸻⸻ other animals."

6. "I will be too busy to dr ⸻

7. I didn't know what he n ⸻ tree anyway and found a ⸻ comfortable.

8. "Can you see the grass of the savanna?" Supeet yelled up to me.

9. "Yes," I shouted back.

10. "Good! What else do you see?"

Which quotation from the passage supports the idea that Supeet is teaching the narrator a skill that requires patience?

📑 Scratch Pad 　　　　　　　　　　　　　　　　　　　 ☒

✂ Cut　　📋 Copy　　📋 Paste　　↩ Undo　　↪ Redo

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GED Update, continued…

GED Ready (Official Practice Test)

Preparing Your Students/ Assisting with GED® Test Scheduling:
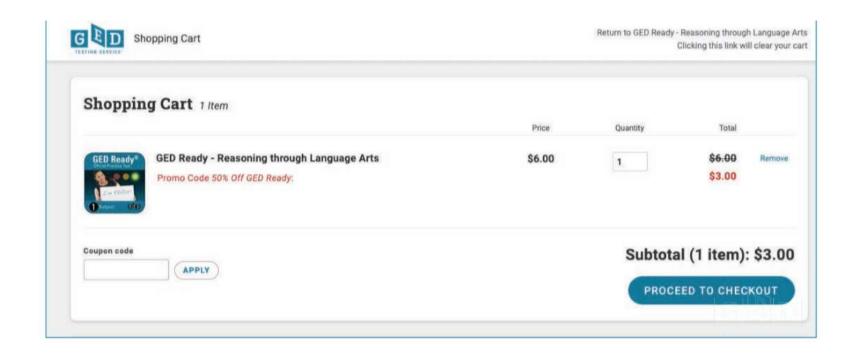
- Educators can help ensure students who need O.P. testing to be prepared by having a GED Ready "Green"

- A GED Ready "Green" score is required due to retake limitations on O.P.

- Note that the O.P. Pilot <u>may not</u> be available for new GED Ready Green students until at least late July, and in-person testing may be quicker in some areas that might reopen.

- Educators can also guide students to perform a full system check.
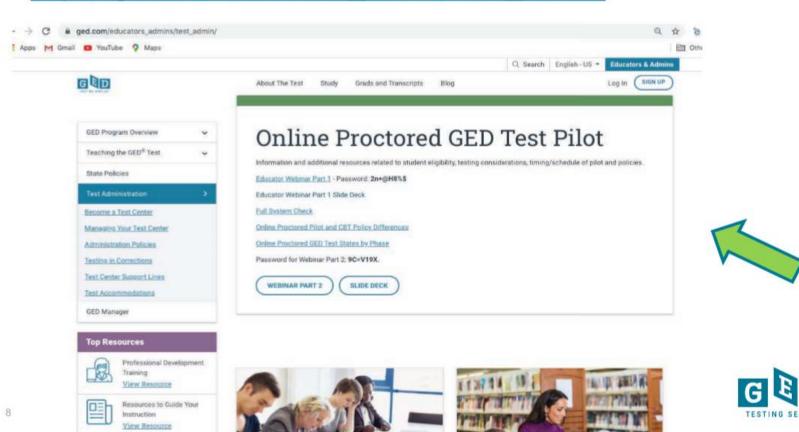
GED Ready® 50% Off Promotion

50% promo (no code needed) automatically applied at checkout until June 30
All students are eligible for promotion
GED Ready valid for 12 months from purchase

If students are redeeming a voucher you have provided to them, then they must select "Have a voucher code? Redeem now"

Where To Find Educator Pilot Resources

- ## https://ged.com/educators_admins/test_admin/

GED Resources

Visit the website here https://ged.com/educators_admins/test_admin/ for:

- Webinar recordings and slides

- Link for full system check

- One page O.P. pilot policy differences highlights

GED Blog for Students - Introducing the Official Online GED Test

➢ Link: https://ged.com/blog/introducing-the-official-online-ged-test/

"Can You Take the GED Test Online?"

➢ Link: https://ged.com/blog/can-you-take-the-ged-test-online/

GED COVID-19 Page

➢ Link: https://ged.com/coronavirus-covid-19/

GED COVID-19 Blog

➢ Link: https://ged.com/blog/resources-tools-covid-19/

Update

Updates:

- **Summer 2020 Term is in full swing.** Grades will be due by July 31, 2020.
- **Working with AVHS faculty to ensure course content meets ADA standards for accessibility**

Reminders:

- **2020 Year-Round courses (GED and Accuplacer Prep) –** end on 8/7/2020. Registration is open through 7/10/2020.
- **Fall 2020 Term 1 & Flex courses –** registration will open last week of August.

CDP Update

Students may be registered for virtual CDP classes

All students must have the same minimum of 12 Direct Contact hours of attendance as ABE, GED and ESL

Minimum 48 total hours are still required for 1 credit

Direct Contact hours may take the form of phone calls, Google Hangouts, Zoom or other forms of direct instructional electronic interaction

Directors are responsible for ensuring that assignments provided are rigorous and appropriate

NEDP Update

- The annual NEDP meetings for advisor/assessors were suspended due to the school closures.

- CASAS/NEDP updates:

  ➤ The pilot for remote In Office Checks (IOC) for NEDP candidates already in the assessment phase has been successful, therefore allowing all NEDP sites to participate. Trainings held by CASAS will continue as needed.

  ➤ NOTE: the Diagnostic phase is not ready to be done remotely and absolutely should not be done in that way. New clients must be on hold until this is sorted out.

NEDP Update

- CASAS did a pilot study for the math GOALS. The required scale score for an applicant to qualify for participation in the NEDP has been 230. Based on analysis of the pilot , when NEDP applicants were administered Forms 917 and 918 , it was determined they could still demonstrate the competencies, therefore reasoning that CASAS could lower the cut score to 226.

- Agencies with clients who have already been administered the CASAS Math GOALS, Forms 917 and 918, for Diagnostics and received a score of 226 - 230 may contact the clients, inviting them to proceed into Generalized Assessment

College and Career Readiness Standards (CCRS)

- The CCRS 100 series, both math and ELA are available as online courses. The 100 series is required for all teachers in adult education;

- The 200 series (resource alignment, lesson development, and teacher modeling) training will continue for lead teachers;

- Training in English Language Proficiency (ELP) Standards is required of ELL teachers.

Teacher Evaluation

The CSDE is postponing requirement for teacher observation and evaluation temporarily.

- No evaluations are required until further notice;

- Certification renewals are postponed until 2021;

- Additional information will be provided to directors as it is provided to us.

- To view directives sent to superintendents, please see those posted on the Superintendents' Digest:

https://portal.ct.gov/SDE/Digest/Superintendents-Digest

Career Pathways

The Career Pathways Taskforce will continue to update and add resources to the Career Pathways Toolkit:

https://sites.google.com/danbury.k12.ct.us/career-pathways-toolkit/home

Please check regularly for digital lessons and resources.

Defining *Innovation in Adult Education*

- **Innovative** adult education practices are **new** or **significantly improved**:
  - ➤ *products or services, such as a curriculum (product) or inclusion of career and college advising (service)*
  - ➤ *processes for delivering adult education services, such as online learning*
  - ➤ *ways of organizing adult education services, such as integrated education and training*
- **The new or significantly improved practices should <u>result in outcomes </u>for adult learners.**
- **Fall/Winter: Focus on Distance Learning**

Mercy Learning Center

- Connecticut is featured in the first round of advancing innovations' practices!

- Mercy Learning Center's Innovative practice of offering the NEDP which is an online high school diploma program for adults.

- The NEDP is a product that has significantly improved since its early development in the 1970's.

- Mercy Learning Center is a program with extensive wrap around services serving women in Bridgeport.

- Outcomes!

Advancing Innovations in Adult Education

- Do you have a new or enhanced adult education product, service, or process?

- Consider applying for your program's innovative practice to be part of the Advancing Innovation in Adult Education project funded by the U.S. Department of Education's Office of Career, Technical and Adult Education (OCTAE).

- To learn more about the project and how to complete the application, visit http://bit.ly/advancinginnovation.

Federal (PEP) Grant/WIOA Update

- Continuation applications have been received;
- *Thank you for including your distance learning plan;*
- Funding should be consistent with 2020;
- Please be patient as we review all applications, and budgets;
- When approved, you will receive an email from the Program Manager, Susan Pierson;
- New RFP will be available in Spring of 2021.
- NEW! WIOA Unified State Plan submitted and under review by Departments of Education and Labor.

FREE!
Summer Institute
August 12, 2020

CSDE, with EdAdvance will sponsor a FREE Virtual Summer Institute for teachers with topics such as CCRS, GED, Distance Learning and more!
More details to follow!

SAVE the DATES!

Next Policy Forum: Friday, September 18, 2020

Program Facilitators' Meeting will be held the following week, **September 25th,**not on the afternoon of the Policy Forum. This is a mandatory meeting for Facilitators.

THANK YOU FOR ALL YOU DO FOR OUR ADULT LEARNERS AND FAMILIES!

Have a great…..