CONNECTICUT STATE DEPARTMENT OF EDUCATION

Adult Education Policy Forum

January 15, 2021

Agenda

- Welcome/Introductions
- Connecticut Association for Adult and Continuing Education (CAACE)
- ATDN Professional Development
- Advancing Innovation in AE
- CT Adult Virtual High School (CTAVHS)
- Credit Diploma Program
- National External Diploma Program (NEDP)
- GED Updates
- State Grant Update
- Teacher Evaluation

Agenda continued

- ESL
- Career Pathways
- Racial Equity
- Technology
- LACES Updates
- CCS Updates
- College and Career Readiness Standards
- Integrated English Language/Civics Education
- Federal Grant Update

Learning for life

CAACE

The Connecticut Association for Adult & Continuing Education

Happy New Year!

Advocacy

- **Passing of Dan Gaynor, former Director of New London Adult Education**
- **New COABE Ignite Software is being updated to reflect the November elections watch for an email once that is complete**
- **Update on our CDP course**
- **CARES Act Funding**
- **Support for the upcoming Legislative session**

Community & Civic Engagement

English/Social Studies CDP Class

YOU'VE GOT THE POWER!

Students will examine historic activism, interact with community leaders, and complete projects to advance causes they believe in – such as free access to fully funded adult education programs! This class will include synchronous classes as well as online assignments. Small incentives will be provided for students to help defray meetings that they attend outside the scheduled class time.

Please consider nominating students whom you feel are ready to embrace this challenge and help us pilot our first statewide class. Applications are brief and are due by 1/15. Students will be notified by 1/22 and the class is scheduled to begin in February.

To apply, have students complete this google form:
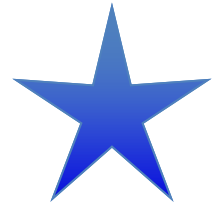https://docs.google.com/forms/d/e/1FAIpQLSf2eRLoRE7LJ_RUjTC7R5qQAzpj91Uiu1UNxAqvggSxligkCw/viewform

CAACE Conference March 10, 11 & 12

Celebrating 40 Years of Excellence

2021 Highlights

❖ Registration is now live on our website

❖ $99 for all three days

❖ 100% Virtual, so enjoy the experience from the comfort of your own home.

❖ In lieu of scholarship baskets, CAACE will hold a Virtual Student Scholarship Bingo Fundraiser
Feb. 19th at 7:00 P.M.

Thank you to those who have helped organize and present our recent programming on Racial Equity.
Together we are growing to become better humans and better leaders.

ATDN Update FOR 2020-2021:

- Our Workshop focus has been on the CCRS 200 Series. Our ATDN flyer has a listing of the remaining 200 and 100 offerings for the Spring Semester. Remember, also that there are a number of CCRS videos on the ATDN website available for registration. These include our ELP standards which were recently added to our collection of videos.

- John McCarthy from the USCIS will present on the US Citizenship on January 15th (today) from 1-2:30 pm. Marcy Reed will email the link to the field.

- An ATDN Professional Development flyer has been distributed already. If you didn't receive one, send us an email and we will send one to you. It lists the PD offerings for adult educators through May.

- We plan to offer a Digital Learning Day on February 25th along with a 2nd ESL Day scheduled for March 4th.

- The 28th Annual Conference on Serving Adults With Disabilities conference is just around the corner and will be held virtually on May 7th. Please consider registering for this conference. This year, the conference is free so don't hesitate to sign up early. The keynote is Donna Beegle along with presenters Mary-K O'Sullivan, Harvey Hubbell, Jen Jenkins and our own Lauri DiGalbo.

Distance Learning Assistance

- CT State Department of Education is developing a contract with three RESCs: EdAdvance, CREC and Eastconn, to provide statewide Distance Learning assistance for adult education.

- EdAdvance is the lead on this project.

- We expect the deliverables in this contract to include training, technical assistance, and a coordinator of technology trainings to the field.

- Regular meetings will be held in the interim to discuss issues related to Virtual Learning.

CARES Act Funding for Adult Education

- Laptops (3543) worth 1.7 million dollars and funded by the CARES Act were distributed to 10 Opportunity Districts at the end of the year.

- NEW CARES Act 2 funding will be distributed soon.

- All Adult Education programs (LEAs), CEEs such as Literacy Volunteers, Urban League, PEP grantees such as New Britain YWCA, Mercy Learning Center, and others are encouraged to work together to share these resources.

Advancing Innovation in Adult Education

- OCTAE project asks adult education programs to think about innovations in distance education.

- Submit your innovation through https://lincs.ed.gov/state-resources/federal-initiatives/advancing-innovation/apply

- Next round of applications is due January 31,2021

Update

Updates:

- **Spring 2021 Terms 3 and 4 have been added to the Academic Calendar.**
- **Making the transition to an all-Flex model.** Term-based courses are being phased out, in favor of Flexible enrollment offerings.
- **Summer 2021 course considerations.** We will be sending out a survey concerning summer course offerings. Summer Term will continue to be offered, starting July 2021.
- **CARS IDs – continuing to run with the workaround to add new students.**
- **GED course content under review.**

Credit Diploma

Penn Foster (correspondence school in Pennsylvania)
Questions we have received:

  1.Are Penn Foster diplomas valid diplomas?
  2.Can Penn Foster credits be accepted as transfer
     credits?

PA DoE states that there are 2 Penn Fosters:

  1.Penn Foster Career School (licensed) and
  2.Penn Foster High School (not licensed)

Therefore:

- Persons with Penn Foster High School diplomas may be served by adult education
- Credits from Penn Foster HS may not be accepted as transfer credits.
- Persons with Penn Foster Career School diplomas MAY NOT be served

Credit Diploma – Credit Recovery

1. Under PA 17-42 regarding C.G.S.10-221:
Commencing with classes graduating in 2023, and for each graduating class thereafter, local and regional boards of education shall provide adequate student support and remedial services for students beginning in grade seven.
2. Such student support and remedial services shall include, but not be limited to, (1) allowing students to retake courses in summer school or through an on-line course; (2) allowing students to enroll in a class offered at a constituent unit of the state system of higher education, as defined in section 10a-1, pursuant to subdivision (4) of subsection (g) of this section; (3) allowing students who received a failing score, as determined by the Commissioner of Education, on an end of the school year exam to take an alternate form of the exam; and (4) allowing those students whose individualized education programs state that such students are eligible for an alternate assessment to demonstrate competency on any of the five core courses through success on such alternate assessment.

Adult Education is not an equitable or appropriate option.

NEDP Update

- NEDP **first- time virtual** new advisor/assessor training was completed in November. Thanks to the trainers and participants for a job well done!

- The Evaluation Workshop will be held in March. Eligible participants will receive an invitation email soon.

- The **National NEDPC Conference** will be held virtually on April 30th. This will be a one-day conference with CASAS/NEDP staff as well as others from around the country presenting on various NEDP topics.

  Contact Amy Shea amy.shea@aded.naugatuck.k12.ct.us if you would like to help with the conference committee. More information to come!

- This year the Annual administrative Policies and Practices meeting will be held virtually on May 14th. One meeting time only. Register at http://www.edadvance.org/atdn

GED Updates

GED Online Proctored (OP) Test *Pilot*

Information and additional resources related to student eligibility, testing considerations, and policies:

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

Note: Test-takers must be at least 18 years old to take the GED online.

Testing accommodations are being rolled out during the pilot phase and will provide full accommodations post pilot.
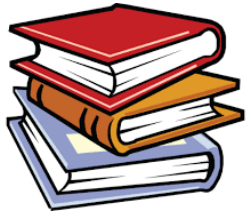
GED Updates

GED Ready Requirement

- CBT test-takers can finally schedule one subject at a time, but are required to take the GED Ready in the same subject and score in the green, "Likely to Pass" range in order to schedule. Currently, no expiration dates on GED Ready for CBT.

- The Online Proctored (O.P) tests require the GED Ready green to be within the 60 days of scheduling the test.

GED Updates

GED Retest Policy

- A failed OP test can be retaken at a test center
- A failed CBT test can be retaken using the OP platform

- After two failed OP testing attempts, a 60 day wait period is required between each subsequent retake
- CBT has a 60 day wait period between failed retakes.

GED Online Proctored-Block

GEDTS will have an OP block in the system.

• This block will be implemented when we receive a revoked test score for a student.

• An OP revoked test score will mean the student can no longer test via OP and will need to take their tests in a test center.

• In general, it is VUE's Security team that revokes a test score based on candidate misconduct and the student is notified via email that their score has been revoked.

Example: the student had a third party in the room, the proctor warned the student that no one is allowed in the room while they are testing but the student persisted in interacting with the third party, so the proctor tells the student they have to end the test.

• The case created by the proctor is reviewed by Security and they decide regardless of the test score (pass or fail), the test score should be revoked.

• Once they receive that revoke result, the OP block goes into preventing the student from scheduling additional tests on OP.

GED Updates

Tuesdays for Teachers Mini-Conference: The Online Proctored GED® Test

Conference Description:

This two-part conference takes "deep dive" into the operational and instructional components that make up the O.P. GED Test as another testing option for adult learners. These sessions also cover student scheduling and the check-in process, as well as instructional strategies and tips to help your adult learners.

- Part One link:
  https://register.gotowebinar.com/recording/3308656298441393411
- Part Two link:
  https://register.gotowebinar.com/recording/9180882920268590850

State Grant Update FY 2020-21

- **FY 2021 ED-245** and **ED-245A** forms are available on the SDE Web site: https://portal.ct.gov/SDE/Adult-Ed/State/Adult-Education-State-Grants/Documents

- Superintendent signatures on the cooperator tuition budgets are not required and amounts should not be changed from those submitted with the FY21 ED-244.

- Budgets must not be entered into the eGMS until directors are notified that revisions are approved.

- Submission of evidence of Private Source payments will be provided to CEE directors separately.

- In lieu of the Program Profile, submit NRS tables 1, 2, 4, 4a, 4b and 4c.

- Grant submissions must include an electronic version of the recent brochure, or a link to the online version IF no print version exists.

- Grants must ONLY be sent electronically to Marcy.Reed@ct.gov as follows:

    - One original scanned copy with provider district superintendent signature; and

    - One electronic copy of the EXCEL Budget Template

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Adult Education State Grant Update FY 2021-22

- Letters will go out to all superintendents at the end of this month regarding 2021-22 Adult Education State Grant.

- The **FY 2022** State Grant Application, forms **ED-244** for providers and **ED-244A** for CEE's will be available on the CSDE Website by January 31.

- All applications are due on or before **April 15, 2021.**

- **ED-244** and **ED-244A** application forms and the completed **Excel Budget Templates** are to be submitted electronically to Marcy.Reed@ct.gov Additional information on submitting the grants will be provided to directors.

- The Preliminary FY 21-22 Support Percentages will be released in February. A notice will be sent out when they are posted.

There will be a Grant Meeting for New Directors (mandatory) on Friday, January 29th at 1:00. Any director is welcome to attend.

Adult Education Teacher Evaluation

Directors and ALL new directors who have not completed both Part I and Part II of the training should contact [EdAdvance](#) to register for that training:

Teacher Evaluation Part I – Monday, February 1 – 9:00 - 11:00
Teacher Evaluation Part II – Monday, February 1 – 12:30 - 2:30
Director's Roundtable – Wednesday, March 31 – 12:30 – 2:30
Teacher Evaluation Part I – Friday, April 23 – 9:00 – 11:00
Teacher Evaluation Part II – Friday, April 23 – 12:30 – 2:30

The Evaluation and all associated documents may be found on the CSDE website:

https://portal.ct.gov/SDE/Adult-Ed/Policies-and-Procedures/Teacher-Evaluation

ESL

John McCarthy from the USCIS will be speaking on Friday (**TODAY**), January 15th regarding changes in the Civics portion of the test.

- ESL and CIVICS teachers and DIRECTORS are invited to attend.

- Please register for USCIS Naturalization Information on Jan 15, 2021 1:00 PM EST at:

https://attendee.gotowebinar.com/register/4807938260596999952

After registering, you will receive a confirmation email containing information about joining the webinar.

Monthly meetings for ESL Lead Teachers are being held to provide a forum for sharing of ideas and concerns.

Career Pathways Update

- We are working on a presentation on Career Pathways for Adult Education Directors and the Career personnel in all programs – stay tuned for more information.

Technology

We are holding regular meetings of the Technology Personnel in all programs.

- Meetings are designed to discuss issues as well as the successes experienced in all programs due to the need to provide virtual learning.

- Invitations will be sent to the persons listed in the Adult Education Directory as those responsible for Technology or Virtual Learning.

- Directors who wish to provide additional names should send them to Marcy.Reed@ct.gov

Racial Equity

The Racial Equity Taskforce has been meeting on a monthly basis. Members are:

Angela Thomas-Graves – Stamford	LuAnn Gallicchio – Hamden
Anthony Mangiafico – East Hartford	Mayela Aguirre – Windsor
David Hopkins – Urban League	Amanda Pickett – CSDE
Diane Kearney – Manchester	Sade Blocker – Urban League
Jody Lefkowitz – Norwich	Sashi Govin – Wallingford
Kim Bobin – Wethersfield	Susan Domanico – Foothills
Kristin Hempel - EASTCONN	Wayne Valaitis – Women & Families
Larry Covino - Bristol	Marcy Reed - CSDE

Racial Equity

The vision of the Racial Equity Taskforce is:

- All adult education staff will engage in self-examination and concrete actions to reduce bias in their organizations as a demonstration of their commitment to and recognition of the work we all need to do on the journey to racial equity and justice

- To create adult education programs where equity is the norm and racial justice is promoted.

Racial Equity

The Racial Equity Taskforce is hosting monthly meetings for directors. The intention is to have thoughtful discussions on race, with the eventual goal of expanding that to work with staff and students.

To date, three sessions have been held:

November 6 – Angela Thomas-Graves led us through the Implicit Bias Test: https://implicit.harvard.edu/implicit/selectatest.html

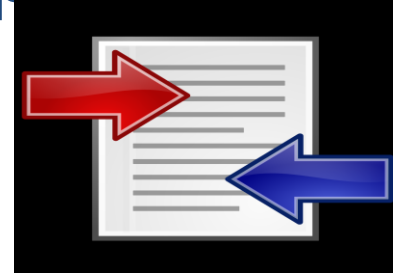December 8 – Implicit Bias Test unpacked and Implicit Bias discussed

January 12 – Amanda Pickett introduced Courageous Conversations about race

Materials have been sent to all directors via e-mail. Please feel free to reach out to Marcy Reed with any suggestions or questions.

Next session – Friday, February 26, 2021 – 1:00 – 2:30

Literacy, Adult and Community Education System (LACES) Updates

LACES data entry is ongoing; however we strongly encourage programs to have first semester data entered by **Friday, February 26, 2021**

- o semester data includes the completion of attendance, entering assessments, credits earned and any achievements if applicable
- o contact CSDE if you have issues meeting the entry date

Please note that fiscal year summaries run weekly (every Saturday) which update the NRS Tables.

LACES Updates continued

Importance of Data

- Please review your data for accuracy
  - Ensure that students are thoroughly completing the Student Information Forms at intake
  - Directors should be reviewing data
  - NRS tables provide similar information that was on the Program Profile Reports
  - No student may enroll in classes at age 17 without an official withdrawal signed by the parent/guardian as well as a school, official (dated when the student was 17 years of age)
  - Be sure to compare DOB and date of withdrawal

Attempted Duplicate students

  - LACES has a safeguard which shows if a student is already in the data system. Please make sure all LACES staff are following appropriate search procedures.

LACES Staff Update

In addition to basic required fields, such as last name and first name, certain staff fields are required at intake because they must be entered for the staff to count correctly on NRS Table 7, or because the field values affect data in other fields

1. Overall Status: If the staff member was Active at any point in a fiscal year (even if they become Left in that fiscal year) with a valid Classification and Employment Status, they will populate NRS Table 7.

2. Classification:
- Local Aide/Paraprofessional
- Local Counselor
- Local Teacher
- Local Administrator
- Local Ancillary Services
- Local Tutor
- Local Supervisor

LACES Staff continued

3. Staff Employment Status (regular staff, Volunteer, etc)

4. Full Time or Part Time

5. Start Date Class assignment dates must be on or after this date

6. Years of Teaching Experience in Adult Education:

> This field should be manually updated every fiscal year if the teacher has increased their years of experience in adult education.

7. Choose all credentials held by this staff person: the list of credentials including the following options:

- Adult Education
- K-12
- Special Education
- TESOL
- Other (add details at Credentials panel)
- No credentials

> Please note that only the top 4 credentials (Adult Education, K-12, Special Education and TESOL) are tracked on Table 7 for federal purposes. **Include the EIN for all certified staff.**

NRS Staff Table

F. ADULT EDUCATION PERSONNEL INFORMATION - MANDATED STAFF ONLY			
Adult Education Personnel by Function and Job Status	NUMBER		
	Total Part-time Personnel	Total Full-time Personnel	Unpaid Volunteers
Administrative/Supervisory Services			
Clerical Staff			
Certified School Counselors			
Paraprofessionals (Aides)			
Total Teachers			
Teacher Experience in Adult Education			
Less than one year			
One to three years			
More than three years			
Teacher Certification			
No Certification			
Adult Education Certification			
K-12 Certification			
Special Education Certification			
TESOL Certification			

LACES Provisional Placement

<u>Leveling without an NRS approved Assessment (coming soon)</u>

- Due to the impact of COVID-19, OCTAE is allowing states to revise their assessment policy to allow for leveling a student by assignment of an NRS Educational Functioning Level without administering an NRS-approved assessment. Please note the following:

- A student cannot make an educational functioning level gain based on an agency-determined level; it is only allowable to be used for establishing a placement EFL

- As soon as possible, agencies should assess with an NRS-approved assessment which should then be used to determine a valid placement EFL

- Students can make a Measurable Skills Gain (MSG) by attaining a secondary school diploma or recognized equivalent or enrolling in Postsecondary Education or Training with only a program-determined EFL

CSDE

CONNECTICUT STATE DEPARTMENT OF EDUCATION

LACES CDP Graduation Plan

Adult High School Credit Diploma Program (CDP) Graduation Plans must be entered in LACES which outlines the number of credits your local program awards. Student who have been migrated from CARS and earned CDP diplomas have already met the basic minimum of 20 credits.

Suggestion: The new grad plan should be renamed to reflect the correct number of credits required for this fiscal year and beyond.

If your district plans on adding additional credits the following year, then another plan must be added with new dates. Graduation Plans cannot overlap.

CDP students are attached to one graduation plan based on the graduation date. They must meet the credits determined for the date perimeter set in the graduation plan.

Connecticut Competency System (CCS) Updates

CASAS (NRS Approved Assessments) for ABE/ASE (CDP, GED, NEDP):

- Reading GOALS (900 Series) approved through February 2025
- Math GOALS (900 Series) approved through March 2023

CASAS (NRS Approved Assessments) for ESL:

- Life and Work Reading (80 Series) approved through February 2023
- Beginning Literacy, (Forms 27/28) approved through February 2023
- Life and Work Listening (980 Series) approved through February 2023

Connecticut Competency System (CCS) Wrap Up Training

Connecticut Competency System (CCS) Wrap Up Training for New Facilitators: January 22, 2021, 1:00 pm - 3:00 pm

- Kindly have all interested participants register [here](#) and allow enough time to do the pre-work.

Please note the CCS Training will be delivered differently this year and requires completion of all pre-work prior to participating in the CCS Training Wrap Up.

- Enroll in, and complete CASAS Implementation Training Modules 1, 2, and 3 on the CASAS Training website and email your certificates of completion to robitaille@edadvance.org

- Enroll in, and complete CASAS Proctor Remote Testing Certification on the CASAS Training website and email your certificate of completion to robitaille@edadvance.org

- Attend the Connecticut CCS Training Wrap Up, held remotely, on January 22, 2021. Zoom Link to follow by January 21, 2021

- A Certificate of Completion will be generated following the completion of this course. This workshop is appropriate for NEW CCS Program Facilitators and Directors.

CCS Updates

CASAS eTest units cost $1.30 for 2020-2021

CASAS News and Updates Webinars

- 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.

- Administering tests via eTests Online requires a Chromebook (must buy Chromebook management licenses) or a Windows PC (Windows 10) with Internet access or an iPads (iOS 11 or higher)

- eTests is compatible with Chrome, Edge, Firefox, and Safari web browsers
Note: Internet Explorer is being phased out by Microsoft. It is currently compatible with eTests, but may cease to be at any time.

Expected Level of Performance

WIOA Targets

Educational Functioning Level	2020-21 Proposed State Target % achieving MSG
ABE Level 1	40%
ABE Level 2	49%
ABE Level 3	49%
ABE Level 4	42%
ABE Level 5	40%
ABE Level 6	63%
ESL Level 1	48%
ESL Level 2	57%
ESL Level 3	50%
ESL Level 4	46%
ESL Level 5	46%
ESL Level 6	30%

College and Career Readiness Standards (CCRS)

- CCRS ELA and Math 100 series for all ABE/GED, CDP teachers ongoing sessions are being offered; Training videos have been released.

- CCRS ELA and Math 200 Series for identified teachers continue to be offered. Remember: Each program must send 1-2 lead teachers to attend the 200 sessions.

Integrated English Language/Civics Education

- The priority area of IELCE (EL Civics) will be modified.

- Collaboration between providers is encouraged.

- Appropriate training programs must be in place when applying.

- Fewer but larger sized grants will be awarded

Federal Grant Update
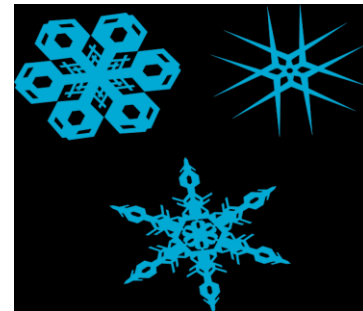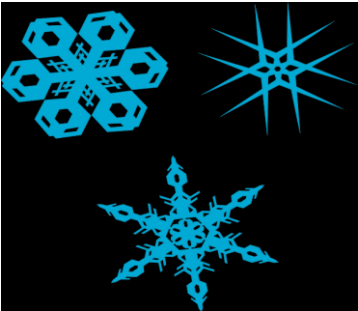
- The FY 2021 PEP Mid-Year Report and budget revisions are due to the Bureau on Thursday, **February 4, 2021** no later than 3:00 pm.

- Documents may be accessed from the CSDE Web site: https://portal.ct.gov/SDE/Adult-Ed/Federal/Federal-Legislation-and-Grants/Documents   Note the changes for data submission. There is no program profile available, so **email Tables 1,2,3, and 4b** instead.

- Budget revisions should be entered into the system by February 4th.

- One complete packet of original materials with original signatures delivered/mailed to CSDE, Bureau of Health/Nutrition, Family Services and Adult Education, 540 Columbus Blvd, Suite 508, Hartford, CT 06103 and complete packet emailed to susan.pierson@ct.gov

Federal Grant Update

- New RFP is being revised and reviewed.

- Expect to release new RFP in early Spring 2021
  - Priority Areas basically the same, structured differently and fewer grants awarded
  - Proposal submission into the eGMS

Thank you for all you do and have a great, productive second semester.

Let us know when we can help!

Next Policy Forum:

Friday, June 4, 2021

CSDE