



AEFLA

Accountability Topics

May 2014



CALIFORNIA DEPARTMENT OF EDUCATION
Tom Torlakson, State Superintendent of Public Instruction



TOM TORLAKSON
State Superintendent
of Public Instruction

Meeting Contents

- Accountability
 - Year-end Data Clean-up
- Reminders
- Upcoming Professional Development, Training, and Conferences



Accountability



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Cleaning Up Your Data

- Data Integrity Report
- Payment Point Monitor Report
- New Payment Point Data Flags Report
- ASE Payment Points



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Data Integrity Report

1. Missing Birthdate or outside age 16-110
2. Less than 12 Hours of Instruction
 - a. Zero or Empty Hours of Instruction on Update Record
 - b. Total hours between 1-11 hours

These are key items that will affect the quality of your data.



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Data Integrity Report (cont.)

3. No Highest Year of School/Degree Earned

- a. No Highest Year of School
- b. No Highest Degree Earned
- c. Learners marked Degree or Diploma Earned but no Years of Schooling
- d. Degree earned marked as outside U.S., but not Highest Year of School



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Data Integrity Report (cont.)

More key items
that will affect
the quality of
your data.

4. No Gender

5. No Race/Ethnicity

6e. Total missing Labor Force Status

7a. No Entry Record (missing Program
Enrollment)

7b. No Update (missing Follow-up
Outcomes)



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Data Integrity Report (cont.)

8. No Pretest

9. No Post-Test

19d. Total Missing Update Status



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Payment Point Monitor

Shows potential payment points but missing data will cause payment points not to be awarded.

points but missing data will cause payment points not to be awarded.

View Organization Records Reports Tools Help

Payment Points (NEW) Payment Points (NE... X)

Keep Session Export Print 1 / 2 Layout Settings

04/11/2014
11:33:31

Payment Points Monitor (NEW)

Page 1 of 2
PPM2

Program Year: 2013-2014 Agency: 4908 - Rolling Hills Adult School

DR FA Student				Completed Advanced		GED	HS	CAHSEE	G & H	CT	AA 1	SOD 2	Benchmarking Tests										SOD1	SOD2	Instr. Hours				
													Pretest					Posttest											
													Form	Score	Level	Site - Class	Form	Score	Level	Site - Class	Gain	Form	Form		U	T	D		
03	4	049485858	McGarnagle, Carey D	GED	*	C6	*						037M	236	ASE L	1 - 3	Completed									75	0	0	
06	1	29120899	Guzman, Elizabeth	ESL							*												0466			55	0	0	
01	1	298349872	River, Autumn	Basic Skills (ABE)	*	*							085R	226	ABE 4	1 - 1	086R	237	ASE L	1 - 1	11				39	0	0		
03	1	34286756	Rivera, Socorro	ESL	*								083R	215	ESL 5	6 - 003	084R	220	ESL 5	6 - 003	5				81	108	0		
06	1	43114213	Montoya, Miguel	ESL							*												0466			70	0	0	
05	1	571571367	Salvador, Nina	ESL	*	*							081L	188	ESL 2	11 - 110	082L	199	ESL 3	11 - 110	11				176	0	0		
05	1	587789996	Sufez, Ricky	ESL	*	*							086L	215	ESL 5	11 - 111	085L	221	ESL 6	11 - 111	6				85	0	0		
02	1	62120184	Perez, Elvia	ESL	*	A1					*	*	086L	230	ESL 6	2 - 6600	085L	239		2 - 6600	9	0286	0906		0	10	0		



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New: Payment Point Data Flags Report

CASAS	
04/11/2014 11:38:59	
Agency: 4908 - Rolling Hills Adult School	
Run Statistics	
Students selected:	
Students dropped from report:	
⚠ Students dropped due to missing enrollment in a WIA II class:	
Students included in report:	
Data Flags (conditions for specific PP attainment)	
⚠ C1	Passed GED and earned GED PP but did not complete a level
⚠ C2	Earned HS diploma PP but did not complete a level
⚠ C4	EFL placement in ASE High but did not earn HS diploma or GED
⚠ C6	Earned HS diploma or GED – no EFL placement in ASE High
⚠ A1	Advanced One or More Levels but not 'Retained in Program'
⚠ G2	Passed GED but did not exit program
⚠ H2	Earned HS diploma but did not exit program
⚠ H3	Earned HS diploma but no enrollment in "High School Diploma"
⚠ E2	Passed CAHSEE but no enrollment in "High School Diploma"
Items for Follow-up (helpful for PP attainment)	
C Completed Level	
⚠ C1	Passed GED and earned GED PP but did not complete a level
⚠ C2	Earned HS diploma PP but did not complete a level
C3	EFL placement in ASE High

This report identifies items that can affect CA Payment Points.

Focuses on issues that :


- keep students from earning payment points
 - e.g., *not enrolled in class or program*
- are logic mismatches that MAY affect payment points
 - e.g., *Passed GED but not enrolled in GED.*
- These items are not necessarily wrong, but good items to check to make sure they are correct.



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ASE Payment Points

Note: All GED and HSD Payment Points are funded in ASE.

<div>  <div> CASAS 04/09/2014 07:59:09 </div> <div> Payment Points Summary </div> </div>									
Agency: 4908 - Rolling Hills Adult School Program Year: 2013-2014									
Funding	Program/ Focus Areas	Total # of Enrollees Overall	Total # of Enrollees Overall with paired scores	Completed NRS Educational Level		Advanced NRS Educational Level		Received a GED Certificate	
				N	%	N	%	N	%
225/231	Basic Skills (ABE)	46	21	9	42.9	4	19.0	1	2.2
	ESL	232	208	132	63.5	86	41.3	1	0.4
	Adult Secondary Education	5	1	2	200	0	0.0	2	40.0
EL Civics	Civic Participation	29	23						
	Citizenship Preparation	8	7						
Totals:		320	260	143	44.7	90	28.1	4	1.5

Example: This report shows GED PP's earned in ABE, ESL, and ASE – but for funding purposes, all 4 GED PP's will be credited to this agency's ASE program.



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California Core Performance Follow-up Outcome Payment Points (Random Sample Data PY 2012-13)

Core Follow-Up Outcome Payment Points



Core Performance Follow -Up Outcome	Statewide Random Sample Survey Total	Surveys Returned	Response Rate	Achieved Outcome	Percent Achieved Outcome
Entered Employment	1,550	749	48%	379	51%
Retained Employment	1,518	720	47%	627	89%
Entered Postsecondary or Training	1,640	738	45%	308	42%



TE Core Performance Follow-up Outcome Payment Points (Random Sample Data)

TE View Organization Rec

4908 - Rolling Hil...

Navigator

- Edit / View
- Sites
- Test Administrations
- Program Years
- Core Performance Measures**
- Users
- Access Groups

Core Performance Measures

New Subsites Filter Columns Sort Delete 1 / 8 Refresh Expo

Core Performance Measure	Federal Table	Generation Date	Program Year	Quarter	Random Sample Size
Retained Employment	5	4/29/2013	7/1/2012 - 6/30/2013	1	2
Placed in postsecondary education...	5	4/29/2013	7/1/2012 - 6/30/2013	1	1
Entered Employment	5	4/30/2013	7/1/2012 - 6/30/2013	2	14

Core Performance Surveys

New Agency/Site Rolling Hills Filter

Name	Outcome Achieved	Survey Type	Survey Returned	Not Returned Reason
Reyna Garcia Za...	Yes	Phone	Yes	
Monica Estafani...	Yes	Phone	Yes	
Luz Miramontes	Yes	Phone	Yes	
Guadalupe Lopez	Yes	Phone	Yes	



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Attend Data Detective Training for More Information

I. Data Integrity Report

- 1.1 Overview and Implementation (45 min)
- 1.2 Data Integrity - drill down (45 min)

II. Payment Points

- 2.1 Overview and Implementation (45 min)
- 2.2 PP drill down options (1 hour)
- 2.3 “Super advanced” PP issues (1 hour)

III. NRS Tables

- 3.1 Overview and Implementation (45 min)
- 3.2 NRS Reports - drill down issues (1 hour)

IV. NRS Core Performance Follow-up

- 4.1 CA Core Performance Wizard and Table 5 Overview (1 hour)
- 4.2 Employment Cohorts (45 min)
- 4.3 Obtain Secondary (45 min)
- 4.4 Enter Post-Secondary (45 min)

V. Data Evaluation

- 5.1 Classroom-level Data Evaluation (1 hour)
- 5.2 Agency-level Data Evaluation (1 hour)
- 5.3 Data Evaluation - Follow-up to Improve Performance (1 hour)



Reminders



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AEFLA Submissions

August 15, 2014

- Third Quarter Core Performance Follow-up Survey
- End of year Data TOPSpro Enterprise Adult Education Personnel Wizard (include for Table 7)
- Payment Points Summary Report
- End of Year Certification Letter
- Fourth Quarter Data Integrity Report (DIR)
- Final Expenditure Claim Report
- Fiscal Year 2013-14 Annual Audit and Status Certification (AASC) Form Community/Faith Based Organizations only

End-of-Year Letter will be posted at
<http://www.cde.ca.gov/sp/ae/fg/wia13.asp>



EOY Certification, EOY Letter Attachment

2013–14 END-OF-YEAR DATA SUBMISSION CERTIFICATION LETTER

This certifies that the enclosed end-of-year data and reports are accurate and complete. This is the official data submission for this agency for the 2013–14 program year. I certify that there are complete records to support all TOPSpro® Enterprise data submitted and that all programs have been conducted in accordance with federal and state laws and regulations.

I have enclosed or submitted the following data submission requirements, checked below, to comply with the 2013–14 end-of-year requirements:

- ☐ Completed TOPSpro® Enterprise Adult Education Personnel, Teachers' Years of Experience, and Teacher Certification tables
- ☐ Data Integrity Report
- ☐ Payment Points Summary Report (New)
- ☐ Completed and Signed End-of-Year Data Submission Certification Letter (this document)
- ☐ TOPSpro® Enterprise Data Submission File:

- ☐ Sent electronically on _____ OR
- ☐ Mailed on _____



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2013-14 YEAR

- LEAs with adult schools are asked to complete the Year End Attendance Report (YEAR), formerly J18/19A.
 - This will allow CDE to have a better estimate of adult learners being served in the state.
 - Login and access the YEAR at <http://adulted.otan.us/>



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2014-15 Course Approval

- The Course Approval form for 2014-15 is now live on the OTAN Web site.
 - This will allow CDE to have a better estimate of adult programs being offered in the state.
 - Login to access the Course Approval at <http://adulthood.otan.us/>



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Maintenance of Effort (MOE)

- Agencies must accurately report the **verifiable** non-federal expenditures for MOE on the Expenditure Claim Reports
- Information is required of all AEFLA grantees
- California eligibility for AEFLA depends on the reported local data



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MOE (cont.)

- Report the total dollar value of non-federal (state and local) funds and other resources, which support these programs
- Non-federal resources may include contributions, including cash and in-kind contributions



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In-Kind Contributions

In-kind contributions of services and property include:

- Volunteer services (valued at rates consistent with payment for similar work in the local agency)
- Donated books and supplies (valued at market rates)



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In-Kind Contributions (cont.)

- Utilities and property maintenance (valued at market rate)
- Cost sharing of equipment (valued at fair rental rate)
- Buildings, land, and donated property (e.g., use of classroom space valued at the fair rental rate of the space)



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In-Kind Contributions (cont.)

- Local agencies must keep verifiable records
- Additional details are in the U.S. Education Department General Administrative Regulations (EDGAR, 34 CFR 80.24)



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Program Year Ending Early

If your agency is:

- Ending the program year early
- Not open this summer
- Not open for all or part of the 2014–15 year
 - Notify your CDE Consultant and Program Specialist immediately.
 - Agencies are required to submit **all** 2013–14 AEFLA End-of-Year Data and Deliverables, even if programs are not operating through 6/30/14.
 - Report final data at least 2 weeks before program closes for the year.
 - Give your Program Specialist and CDE a contact phone number for a staff member who can be contacted regarding the data.



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Civic Participation Needs Assessment

- EL Civics Civic Participation Programs must complete community and student needs assessments per the grant requirements.
- Needs Assessment results must be kept on file at each agency
- Go to casas.org > CA EL Civics > Civic Participation > Needs Assessment Information for more information



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Civic Participation COAAPS 20014–15

- The 2014–15 version of the Top 10 selected 2013–14 COAAPS will be available for viewing on May 15, 2014.
- All 2014–15 COAAPS will be posted and ready for selection on July 1, 2014.
- See *Revisions to COAAPS for 2014–15* (www.casas.org) for a list of new and revised pre-approved COAAPS.



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AEFLA Accountability Topics 2014-15

- Feedback on 2013-14
 - What went well this year?
 - What suggestions do you have?
- Recommendations for 2014-15
 - Dates/times for meetings?
 - Discussion topics?



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Tentative Dates for WIA II Network Meetings 2014-15



Upcoming Professional Development and Training

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CASAS Data Detective Online Facilitated Training

Training	Date	Time
Payment Points - Advanced Payment Point Issues	5/1	10:00-11:00 AM
Data Evaluation - Agency Level Evaluation	5/2	10:00-11:00 AM
Payment Points - Overview & Interpretation	5/12	11:00 AM-12:00 PM
Payment Points - Drill Down	5/12	1:00-2:00 PM
Payment Points - Advanced Payment Point Issues	5/19	2:00-3:00 PM

Register at www.CAAdultEdTraining.org



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CASAS TE Regional Training

Date	Time	Training	Location
5/7	1:30-3:30 PM	TOPSpro Enterprise: Special Topics	Rowland Adult & Community Education
5/14	12:00-3:00 PM	TOPSpro Enterprise: Special Topics	Stockton Adult School

Register at www.CAAdultEdTraining.org



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CASAS TE Network Meetings

Meeting	Date	Time
Silicon Valley – Face to Face	5/1	10:00 AM–Noon
Rowland Adult School – Face to Face	5/7	1:30–3:30PM
Inland Counties- Online	5/8	1:30–3:30PM
San Diego - Online	5/13	1:00–3:00PM
Northern CA, Stockton Adult School – Face to Face	5/14	12:00–3:00PM
Santa Barbara, Ventura - Online	5/28	1:00–3:00PM
Sacramento, Santa Barbara, Ventura - Online	6/28	1:00–3:00PM

Register at www.CAAdultEdTraining.org



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CASAS eTest® Users Network Meetings

Meeting	Date	Time
CASAS eTests® Online Network Meeting	5/14	10 AM

Register at www.CAAdultEdTraining.org



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CASAS Online Self-Paced Workshops

- CASAS Appraisal Training
- CASAS Implementation Training*
- CASAS Beyond Implementation Training*
- CASAS CIT Certification
- CASAS eTests® Online Coordinator Certification
- CASAS eTests® Online Proctor Certification

*Meets CA AEFLA Training Requirement
Register at www.CAAdultEdTraining.org



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OTAN Technology Workshops

- iPads in the Adult Ed Classroom: An Affordable Teacher Resource
Friday, May 9, 1p.m.–2:30p.m.
- Online Curriculum Series, Part 3
Friday, May 9, 12p.m.–1p.m.
- Create Quick & Easy PowerPoint Slide Shows for Instruction
Thursday, May 22, 2p.m.–3:30p.m.
- ePortfolios for Empowered Students and Happy Teachers
Tuesday, June 3, 12:30p.m.–2p.m.



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OTAN Technology Workshops for June 2014

- Moodle v2: Communication in Your Online Course
Tuesday, June 3, 4p.m.–5:30p.m
- ePortfolios for Empowered Students and Happy Teachers
Monday, June 9, 12 noon–1:30p.m.
- To PowerPoint and Beyond!
Wednesday, June 11, 1p.m.–2:30p.m.
- ePortfolios for Empowered Students and Happy Teachers
Thursday, June 12, 3p.m.–4:30p.m.
- Privacy, Practice, Presence, and You
Friday, June 13, 11a.m.–12:30p.m



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OTAN Self-Directed Online Workshops

- Excel Budgets

Register at www.CAAdultEdTraining.org

AEFLA Accountability Topics May 2014



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CALPRO

Communities of Practice

- Math Instructional Strategies
 - Fontana Adult School
 - Session 1: June 2, 2014
 - Session 2: August 4, 2014
 - Applications due: May 9, 2014

Register at calpro-online.org
or www.CAAdultEdTraining.org



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CALPRO Webinars

- Instructors Forum: Building College and Career Readiness for ESL Learners
– May 9, 2014



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CALPRO Online Learning

- Evidence-based Writing Instruction in the ESL Classroom
 - Four week course:
July 8, 2014– August 4, 2014
 - Weekly participation required–log in on your own schedule
 - Kickoff webinar to be announced



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CALPRO Online Learning

- Using Questioning Strategies to Improve Instruction
 - Four week course:
July 14, 2014– August 10, 2014
 - Weekly participation required–log in on your own schedule
 - Kickoff webinar:
July 14, 2014 12:00 p.m.–1:00 p.m.



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CALPRO Online Resources

- www.calpro-online.org/onlinecourses.asp
 - Virtual Workrooms for Adult Educators
 - Multilevel ESL Instruction
 - Best Practices in ABE Reading
 - Workforce Skills
 - Video Library
 - Self-Assessments and PD Plans



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Upcoming Conferences

- CASAS National Summer Institute
(www.casas.org)
 - June 17–19, Town and Country Resort & Convention Center, San Diego, CA
- CATESOL Annual State Conference
 - October 23-25, 2013, San Diego



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Questions?