# California WIOA, Title II: Adult Education and Family Literacy Act (AEFLA) Program Implementation Survey 2022–23

The survey must be completed online and is due no later than <u>Friday, March 31, 2023</u>. For technical assistance, call CASAS Technical Support at 1-800-255-1036. For questions regarding the survey or your agency's submission, contact <u>capm@casas.org</u>.

<u>Important note:</u> The survey has been modified to reflect the impact of COVID-19 on the WIOA, Title II: AEFLA program. Each section includes questions addressing the changes brought on by COVID-19.

#### Information about you and your agency:

First Name:	Enter first name
Last Name:	Enter last name
Agency:	Enter agency name
CASAS Agency ID:	Enter CASAS Agency ID
Street Address:	Enter street address
City:	Enter city
Zip:	Enter zip
Default Phone:	Enter default phone
Default Email:	Enter email
Please list names and titles of contributors to this survey: (Optional)	Enter list of contributors

## **AEFLA Program Management**

1a.	and	National Reporting System (NRS) requires that California set statewide performance goals for Adult Education Family Literacy Act (AEFLA) funded agencies each program year. Did your agency establish local-level NRS formance goals for these AEFLA funded programs this program year?
		Yes
		No
1b.	If ye	es, what process did you use to establish these goals? (Select all that apply)
		NRS Tables in TOPSpro Enterprise (TE)
		CASAS Data Portal
		Payment Points Targets
		CAEP Outcomes Targets
		HSE/HS Diploma Targets
		Employment and Wages Outcomes via the Follow-up Survey
		Employment and Wages Outcomes from some other source
		Regionally Collaborated Outcomes (via CAEP consortia, local workforce boards, etc.)
		Enrollment and Attendance Figures
		Fiscal-based Outcomes
		Professional Development Based Outcomes
		Other
		Specify Other: 500 Characters maximum

lc.	If no	o, what were the barriers to establishing NRS performance goals in your local agency? (Select all that apply)
		Staffing Changes
		COVID-related Issues
		Other
		Specify Other: 500 Characters maximum

2.	Wha	at are the top three ways that best reflect how you are using agency data? (Select up to three)
		Monitor agency level progress on state and local performance goals  Monitor enrollment and persistence  Monitor student learning and progress to improve instruction  Improve and inform class instruction and curriculum  Assess student and community needs to improve programs  Prioritize and plan offered classes  Report to the district, stakeholders, and the community to promote adult education programs  Plan professional development  Collaborate with workforce partners  Prioritize WIOA regional needs with your local CAEP consortium  Improve support services  Other
		Specify Other: 500 Characters maximum

dent Persistence: Persistence is a critical factor in the success and goal attainment of adult learners ategies are you using to promote and sustain student persistence? (Select all that apply)	s. What
Students set attainable goals and monitor progress with staff Student incentives, such as attendance awards and certificates, formal recognition, and priority registration Effective orientation and accurate classroom and level placement Update Local Assessment Policy to improve pre- and post-test pairs Student support services, such as counseling, childcare, bus passes, or using a transition specialist Remote learning, blended online learning, Hybrid/HyFlex Monitoring attendance Managed enrollment Other COVID-related persistence strategies to support remote student learning. (e.g., flexible modalities of	
offerings and access to technology)  Specify Other: 500 Characters maximum	

VVIII	ch items below best reflect your goal-setting activities? (Select all that apply)
	Orientation: Placing students into appropriate program and class
	Orientation: Assessing students' language and basic skills needs
	Instruction: Monitoring and tracking progress toward class and student goal attainment
	Instruction: Setting class goal(s) and learning objectives
	Instruction: Implement research-based strategies
	Instruction: Implement professional learning communities
	<b>Evaluation and Follow-up</b> : Comparing students' persistence rates and learning gains prior to and after goal setting processes
	Evaluation and Follow-up: Reporting results to students, staff and/or other stakeholders
	Evaluation and Follow-up: Student survey evaluations
	Other
	Specify Other: 500 Characters maximum

### **Transitions**

It is important for adult education providers to create pathways for students to transition successfully between adult education programs, as well as from adult education programs into postsecondary education or workforce training.

5. Does your agency have an established process to transition students from ABE/ASE/ESL classes into postsecondary education (CAEP partners, For Credit Degree Programs, and Postsecondary Programs such as CTE)?

☐ Yes

□ No

Orientation procedures designed to form a plan for each	ABE □	ASE	ESL □	
student both online and on site	Ш		Ш	
Guidance for students to explore transitions options				
(Transition Specialist/Navigators, Transition Centers)				
Guest Speakers				
College tours or other field trips, including virtual tours and events				
Formalized pathways designed to lead to postsecondary certification/degree (partnerships with local colleges, noncredit-to-credit articulation)				
Co-location of adult education classes and Community College classes				
College and Career Readiness Standards for Adult Education				
Bridge Program				
Tutoring Services and Academic Support Classes				
Adult Special Admit Program				
Other				

<ul><li>☐ Yes</li><li>☐ No</li></ul>				
Select the transition methods your agency uses to help workforce and/or job training including CTE. (Select all	•	ogress from ABE	E/ASE/ESL class	ses int
	ABE	ASE	ESL	
Orientation procedures designed to form a plan for each student				
Counseling for students to explore transition options				
Support services for students to explore transition options				
Guest speakers				
Field trips				
Partnerships with local business, America's Job Center of California, Chamber of Commerce, Workforce Development Board (WDB), or other workplace-related				
organization				
Vocational ABE or ESL courses or workforce training in conjunction with IET/IELCE				
Co-location of adult education classes with WIOA, Title I or apprenticeship activities				
College and Career Readiness Standards for Adult Education				
Other				

## **Budget Issues**

emented so far Increase	∙ <b>?</b> No Change □ □	Decreas
Increase	No Change	
Increase	No Change	
П		
_		
cause of prog	rammatic shifts relate	d to COVID?
ify and elabora	te if these issues are	due to the
		cause of programmatic shifts relate

13.	Are you maintaining a waiting list?
	□ Yes □ No
14.	If yes, how many students are currently on the list? (Cumulative to-date)
	ABE Enter "0" for N/A  ASE Enter "0" for N/A  ESL Enter "0" for N/A
15.	How many students were never able to take a class in the fall term?
	ABE Enter "0" for N/A  ASE Enter "0" for N/A  ESL Enter "0" for N/A
16.	If you have a waiting list, do you work with other adult education schools in your region to accommodate students?
	□ Yes □ No
17.	Are you anticipating implementing budget changes because of COVID that will affect personnel, program offerings, and/or processes for the upcoming program year?
	□ Yes □ No

500	Characters maximum
	ddition to AEFLA grant funds, what other funding sources are you using this program year to support you lit education programs? (Select all that apply)
	In-kind
	Student Equity and Achievement Program (SEAP)
	Local Control Funding Formula (LCFF) State Apportionment
	California Adult Education Program (CAEP) Apportionment
	California Work Opportunity and Responsibility to Kids (CalWORKs)
	WIOA, Title I
	Pell Grant
	Carl Perkins
	Community College Apportionment
	Other funding sources
	Specify Other: 500 Characters maximum

19.	For each funding source, indicate how your agency's total budget percentages have changed in this program year
	to support your adult education programs.

n-kind	Increased	Decreased	No Change	N/A
Student Equity and Achievement Program (SEAP)				
Local Control Funding Formula (LCFF) State Apportionment	Ш	Ш	Ш	Ш
California Adult Education Program (CAEP)				
Apportionment				
California Work Opportunity and Responsibility to Kids (CalWORKs)				
WIOA, Title Í				
Pell Grant				
Carl Perkins				
Community College Apportionment				
Other funding sources				
Specify Other: 500 Characters maximum				

## Collaboration

20.	Did	your agency interact with a local America's Job Center of California (AJCC) in this program year?
		Yes
	Ц	No
20a.	-	es, in what ways is your agency interacting with a local America's Job Center of California in this program r? (Select all that apply)
		Receive/provide student referrals
		Host a local America's Job Center of California
		Track referrals to or from a local America's Job Center of California
		Assign staff liaison to a local America's Job Center of California
		Staff work at a local America's Job Center of California
		Provide cross-training of a local America's Job Center of California and adult education staff
		Provide classes, training, and/or skills lab
		Co-location and providing integrated services
		Co-location with a local America's Job Center of California
		Conduct workshops, conferences, or informational meetings
		Arrange job fairs
		Provide testing/assessment services
		Reimburse a local America's Job Center of California for services rendered
		Other
		Specify Other: 500 Characters maximum

21.		v would you characterize the effectiveness of your agency's interaction with a local America's Job Center of ifornia?
		Very effective
		Somewhat effective
		Neutral
		Somewhat ineffective
		Very ineffective
		Not Applicable
22.	ls y	our agency tracking students who are co-enrolled in a local America's Job Center of California?
		Yes
		No
	Cali	Referrals Participant outcomes and transitions Case-management for advisement, counseling, and support
		Workforce training for IET/IELCE program
		EL Co-Enrollment
		Other
		Specify Other: 500 Characters maximum

24.		v did your agency collaborate with the local Workforce Development Board (WDB) in the current program year? lect all that apply)
	П	Administrator serves on the local WDB
		Staff attend the local WDB meetings
		Staff serve as local WDB committee members
		Agency is represented through a CAEP consortium
		Sharing resources such as personnel, facilities, and equipment with the local WDB
		ETPL
		Not collaborating with the local Workforce Development this program year
		Other
		Specify Other: 500 Characters maximum
25.	Hov	would you characterize the effectiveness of your agency's collaboration with the local WDB?
		Very effective
		Somewhat effective
		Neutral
		Somewhat ineffective
		Very ineffective
		Not Applicable

26.	Have you been able to work or communicate with your local workforce development board to understand the regional economic impacts of COVID-19 and what changes may come to their regional plan?
	□ Yes □ No
26a.	If yes, what changes have been made?
	500 Characters maximum
26b.	If no, why not?
	500 Characters maximum

## **Planning for Professional Development**

27. Below is a list of professional development priorities for <u>administrators and coordinators</u>. Indicate whether your agency has no need (do not need or want any professional development now), a basic need (need or want some professional development, but not of the highest priority), or an advanced need (need professional development in this area and need to receive it soon) for each of these priorities in the current program year.

	No Need	Basic Need	Advanced Need
WIOA, Title II data collection requirements			
CAEP data collection requirements			
Using TOPSpro Enterprise data to manage and improve programs			
Using TOPSpro Enterprise data and assessment to inform instruction			
NRS goals/performance			
Establishing a Professional Learning Community (PLC)			
ABE/ASE programs and instructions			
ESL Programs and instruction, including EL Civics implementation			
CTE/Workforce Preparation programs and instruction			
Integrated Education and Training			
Improving learner enrollment, attendance, and persistence			
Budget/fiscal issues			
Managed enrollment			
Staff development and management			
Student transitions to employment and career training			
Student transitions to college and education opportunities			
Student counseling and wraparound services			
Equity in adult education			
Transitioning to remote testing			
Transitioning to remote online learning			
Working in collaborative teams			

28. Below is a list of professional development priorities for <u>instructors</u>. Indicate whether your agency has no need (do not need or want any professional development now), a basic need (some, but not immediate), or an advanced need (professional development in this area is needed soon), for each of these priorities in the current program.

	No Need	Basic Need	Advanced Need
Curriculum development, improvement and/or revision			
Individual Learning Plans (ILPs)			
Course outlines and lesson plans			
Computer-based instructional strategies/curriculum			
College and Career Readiness Standards for Adult			
Education implementation			
Learner persistence			
Integration of technology			
English Language Proficiency Standards implementation			
Instruction for adults with learning disabilities			
Evidence-based instructional practices			
Learner needs assessment			
Multi-level classes			
Instructional strategies for specific program areas			
Transitions into postsecondary education and the workforce			
Contextualized workforce education			
Learner goal setting			
Integrated Education and Training			
Equity in adult education			
Transitioning to remote testing			
Transitioning to remote online learning			
Working in collaborative teams			

Face-to-face training
Online training
Mentoring, coaching, technical assistance support
Conference presentations, workshops, and events
Digital Leadership Academy (DLAC)
California Adult Education Professional Development events ( <u>www.caadultedtraining.org</u> )
Technology and Distance Learning Symposium (TDLS)
California Adult Education Digital Learning Guidance
OTAN's video resources (OTAN website and YouTube)
EL Civics Exchange
Learning Management System (e.g., Moodle, Canvas)/California Distance Learning Cooperative
Online curriculum pilot projects
Teaching with technology website
Web-based articles
Lesson Plan Builder
Students Succeed
Accessibility resources
Social media (Twitter, LinkedIn, and Facebook)
Digest
Newsletters
Email notifications
Adult Education News Items
California Adult Education Provider Directory
California Adult Education Online Application and Reporting site
None
Other

<b>30</b> .	Which of the OTAN resources indicated above did	vou find most beneficial and why?
<b>50.</b>	William of the OTAM resources indicated above did	you illia illost belieficial alia wify:

500 Characters maximum

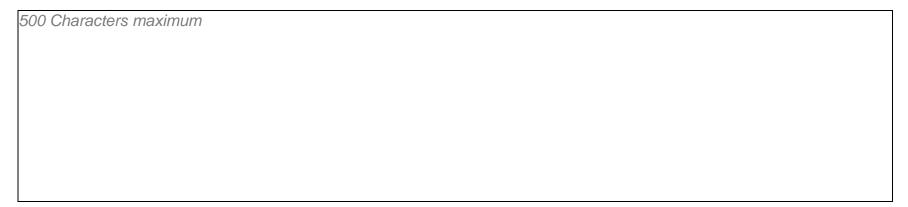
31. List additional support services such as workshops, technical assistance, instructional materials, or other support that you would like to see OTAN implement.

500 Characters maximum

32.	ase indicate the Comprehensive Adult Student Assessment Systems (CASAS) support resources your agency d during the current program year. (Select all that apply)
	WIOA, Title II Accountability Training
	CAEP Accountability Training
	CASAS Implementation (Assessment) Training
	TOPSpro Enterprise/CASAS eTests Training
	TOPSpro Enterprise reports that assist with data management and accountability
	TOPSpro Enterprise reports that provide assessment results to inform instruction
	El Civics training, including EL Civics conferences and YouTube Channels
	CASAS technical support
	Statewide network meetings for WIOA, Title II, TOPSpro® Enterprise, and EL Civics
	Regional network meetings
	Online resources such as the WIOA II Data Dictionary, CASAS Data Portal and CASAS research briefs
	QuickSearch Online
	Online, facilitated training (Zoom)
	Online, self-paced training (Moodle)
	Remote testing webinars, YouTube videos and documentation
	CASAS workshop at state conference
	CASAS workshop at consortium or regional conference
	None
	Other
	Specify Other: 500 Characters maximum

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How do you ensure that yo  500 Characters maximum	ur staff has the most current infor	mation regarding these re	sources at your ag
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<b>35.</b>	List additional support services such as workshops, technical assistance, instructional materials, or other support
	that you would like CASAS to provide.



se indicate the California Adult Literacy Professional Development Project (CALPRO) support resources your new used during the current program year. (Select all that apply)
Leadership Institute
Professional Learning Communities Institute
IET Implementation Clinic
Training-of-Trainers Institute (topics determined annually)
Regional Communities of Practice (examples include: Immigrant integration through Civics Ed, Equity, Standards Implementation, Learner Motivation and Persistence, Differentiated Instruction, math Instructional Strategies, Questioning Strategies)
CALPRO workshop at state conference
CALPRO workshop at consortium or regional conference
Administrator's Forum Webinar Series
Instructor's Webinar Series
Online courses (facilitated or self-guided)
Online resources (e.g., Virtual Workrooms, electronic Community of Practice, resource links)
Printed or online publications (e.g., newsletter, research digests and briefs, fact sheets)
None
Other
Specify Other: 500 Characters maximum

37.	Which of the CALPRO resources listed above did you find most useful?
	500 Characters maximum
38.	As your agency's administrator, what are the three CALPRO workshop topics that are most valuable to you? (Select up to three)
	(Select up to timee)
	<ul> <li>Agency Partnerships: Collaborative curriculum alignment</li> </ul>
	☐ Equity: Success for all learners through equity
	☐ General Instructional Strategies: Effective teaching for adult educators
	☐ General Instructional Strategies: Motivation and persistence for adult learners
	☐ General Instructional Strategies: Using questioning strategies to improve instruction
	☐ General Instructional Strategies: Supporting immigrant integration through civics education
	□ ABE/ASE: College and Career Readiness Standards
	☐ ABE/ASE: Evidence-based writing instruction for ELA and ABE students
	☐ ESL/ELA: Managing the ESL multilevel class
	□ ESL/ELA: Mastering the English Language Proficiency Standards
	☐ ESL/ELA: Optimizing ESL instructional planning: management, monitoring, and reflection
	☐ Workforce Skills and Career Pathways: Accelerating learning to facilitate career pathways
	☐ Workforce Skills and Career Pathways: Integrated and contextualized workforce skills for the ESL and ABE/ASE
	classroom
	Workforce Skills and Career Pathways: Integrated Education and Training

39.	List additional support services such as technical assistance, instructional materials, or other support that you
	would like to see CALPRO implement.

500 Characters maximum			

## **Distance Learning and Technology**

40.	Wha	at programs do you provide now in a remote or hybrid/HyFlex learning format? (Select all that apply)
		ABE
		ASE
		ESL
		IELCE/IET
		CTE
		None
		Other
		Specify Other: 500 Characters maximum

41. If you are using online or hybrid formats, what percentage of your classes are offered in a remote or hybrid/HyFlex format?

Enter "0" for N/A % ABE ASE Enter "0" for N/A % Enter "0" for N/A ESL % IELCE/IET Enter "0" for N/A CTE Enter "0" for N/A Other Enter "0" for N/A Specify Other: 500 Characters maximum

42. If you are using online formats for remote learning, what percentage of your students have access to this format?

Enter "0" for N/A %

What online tools and resources have been most helpful for remote and hybrid/HyFlex learning?							
500	500 Characters maximum						
Plea	ase indicate any barriers to your agency in offering remote/hybrid/HyFlex learning. (Select all that apply)						
	Staffing						
	Cost						
	Availability of technology to student at home						
	Availability of technology at your agency						
	Tracking attendance/recordkeeping						
	Difficulty in implementing						
	Difficulty in maintaining						
	Difficulty in pre- and post-testing students  Lack of information about online learning programs						
	Lack of student demand						
	Other						
	Specify Other: 500 Characters maximum						
	opeony outen our enalactors maximum.						

English	Literacy	and	<b>Civics</b>	<b>Education</b>	(EL Civid	cs)
	,	•	00		<b>/</b>	,

<b>45</b> .	Is your agency offering EL Civics (231)?
	□ Yes □ No
46.	If yes, is your agency administering COAAP assessments remotely? If so, describe how.
	500 Characters maximum

If ye	es, how has implementation of EL Civics (231) affected the agency as a whole? (Select all that apply)
	Increased funding to improve programs (expanded services, increased staff development, or other improvements)
	Increased student attendance, participation, and enthusiasm
	Enhanced or improved curriculum, instruction, and assessment
	Improved teacher/administrator/staff collaboration
	Better connection between student goals and reported outcomes
	Increased student referrals to employment and career training
	Increased student referrals to college and other education opportunities
	Improved data collection and accountability
	Improved public relations
	Other
	Specify Other: 500 Characters maximum

	his program year and why?
500	Characters maximum
	agencies with EL Civics (231) programs: Please indicate the benefits of your agency's EL Civics progra plementation that have affected your students. (Select all that apply)
	Increased student interest in curriculum related to U.S. history and government
	Increased student interest in curriculum related to Civic Participation
	Increased student use and access to community resources
	Increased student confidence to interact within the class and the community
	Improved student outcomes by linking student needs assessments to objectives, curriculum, instruction, and assessment
	Improved student outcomes because objectives, curriculum, instruction, and assessment are based on real-li experiences
	Increased student connections to the workforce and Career Technical Education
	Other
	Chaoify Othar, 500 Characters maximum
	Specify Other: 500 Characters maximum
	Specify Other. 500 Characters maximum

Is your agency offering	ig IELCE (243)?
□ Yes	
□ No	
How have students na	articipated in the CTE/workforce training component this year?
now have students po	articipated in the CTL/worklorde training component this year!
500 Characters maximi	um

ppl	s, how has your agency's implementation of IELCE (243) affected your agency as a whole? (Select all that y):
	Increased funding to improve programs (expanded services, increased staff development, or other improvements)
	Increased student attendance, participation, and enthusiasm
	Increased student interest in employment and career training opportunities
	Enhanced or improved curriculum, instruction, and assessment
	Improved teacher/administrator/staff collaboration
	Increased student referrals to employment and career training
	Increase in student employment outcomes such as a get a job or increase wages
	Improved wraparound services that help students seek employment and training
	Greater collaboration and support between ESL and CTE staff
	Greater collaboration with local WIOA partners
	Greater collaboration with regional employers
	Improved data collection and accountability
	Improved public relations
	Other
	Specify Other: 500 Characters maximum

•		Which IELCE (243) objectives and activities, if any, had the most positive impact on your IELCE students in this program year and why?					
	500	500 Characters maximum					
		agencies with IELCE (243) programs: Please indicate the benefits of your agency's IELCE program lementation that have affected your students. (Select all that apply)					
		Increased student interest in curriculum related to workplace readiness and training					
		Increased student access to employment and community resource agencies					
		Increased student confidence to interact within the workplace and the community					
		Improved student outcomes by linking student needs assessments to workforce training, instruction, and assessment					
		Improved student outcomes because instruction and assessment relate to workforce preparation and are based on real-life experiences					
		Increased internal collaboration between our ESL and Career Technical Education programs					
		Increased external collaboration between our agency and local workforce training programs Other					
		Specify Other: 500 Characters maximum					

#### **Final Comments**

What strategies has your agency found successful durir	ig this last program year to deliver re	emote learning
effectively?		

1,000 characters maximum		

What barriers are affecting your agency from improving your Employment and Earnings Survey response rates and/or obtaining Social Security Numbers?

1,000 characters maximum				

	r program establishing to transition back to full or partial in-person learning? masks, PPE access, regular on-site COVID testing, contact tracing processes	
1,000 characters maximum		
Please list any additional techn program to provide.	cal assistance, instructional materials, or other support you would like the AEFI	
	cal assistance, instructional materials, or other support you would like the AEFL	
program to provide.	cal assistance, instructional materials, or other support you would like the AEFL	
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program to provide.	cal assistance, instructional materials, or other support you would like the AEFL	

Please provide any additional remarks or general comments regarding the implementation of AEFLA programs.
1,000 characters maximum