California WIOA, Title II Adult Education and Family Literacy Act (AEFLA) Program Implementation Survey 2018–19

The survey must be completed online and is due no later than <u>Tuesday, April 30, 2019</u>. For technical assistance, call CASAS Technical Support at 1-800-255-1036. For questions regarding the survey or your agency's submission, contact data@casas.org.

1.

Information about you and your agency:

First Name:	
Last Name:	
Default Agency:	
Company:	
Street Address:	
City:	
State:	
Zip:	
Default Phone:	
Default Fax:	
Default Email:	
Please List names and titles of contributors to this survey: (Optional)	

AEFLA Program Management

The National Reporting System (NRS) requires that California set statewide performance goals for Adult Education and Family Literacy Act (AEFLA) funded agencies each program year. Has your agency established local-level performance goals for these AEFLA funded programs?
□ Yes □ No
If yes, how did you establish these goals? (500 characters maximum)
If no, what are the barriers to implementation in your local agency? (500 characters maximum)

What are the top three ways that best reflect how you use agency data? (Select up to three)	
 □ Improve and inform class instruction and curriculum □ Measure and monitor student learning and progress □ Assess student and community need in order to improve program □ Prioritize and plan offered classes □ Report to the district, stakeholders and the community in order to promote adult education programs □ Plan professional development □ Collaborate with workforce partners □ Prioritize WIOA regional needs with your local AEBG consortium □ Other Specify Other: (500 characters maximum) 	

	Students set attainable goals and monitor progress with staff
	Incentives, e.g. attendance awards and certificates, formal recognition, and priority registration
	Effective orientation and accurate level placement
	Student support services, e.g. distance learning, blended online learning, transition specialist, counseling service child care, bus passes
	Monitoring Attendance
	Managed enrollment
	Other
Spe	cify Other: (500 characters maximum)
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Spe	cify Other: (500 characters maximum)

_	
	Orientation: Placing students into appropriate program and class
	Orientation: Assessing students' language and basic skills needs
	Classroom/Instruction: Monitoring and tracking progress toward class and student goal attainment
	Classroom/Instruction: Setting class goal(s) and learning objective(s)
	Evaluation and Follow-up : Comparing students' persistence rates and learning gains prior to and after goal sett processes
	Evaluation and Follow-up: Reporting results to class, staff and/or other stakeholders
	Evaluation and Follow-up: Student evaluations
	Other
орс	cify Other: (500 characters maximum)
	City Otner: (500 cnaracters maximum)
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	City Otner: (500 characters maximum)
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	City Other: (500 characters maximum)
	City Otner: (500 cnaracters maximum)
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	city Other: (500 cnaracters maximum)

Transitions

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

5.	Does your agency have a program to transition student education?	ts from AB	E/ASE/ESL c	lasses into p	ostsecondary	,	
	□ Yes □ No						
6.	Select the transition methods used at your agency to help students progress from ABE/ASE/ESL classes int postsecondary education including CTE. (Select all that apply)						
		ABE	ASE	ESL	N/A		
	Orientation procedures designed to form a plan for each student						
	Counseling for students to explore transition options						
	Guest Speakers						
	College tours or other field trips						
	Partnerships with local colleges: Formalized pathways designed to lead to postsecondary certification/degree						
	Co-location of Adult Education classes and Community						
	College classes						
	College and Career Readiness Standards for Adult						
	Education						
	Bridge Program						
	Other						

If O	ther in #6, describe the transition methods used at your agency. (500 characters maximum)
	es your agency have a program to transition students from ABE/ASE/ESL classes into the workforce and/or job ning?
	Yes
	No

9.	Select the transition methods u	ised at your agency to help students progress from ABE/ASE/ESL classes into the
	workforce and/or job training.	(Select all that apply)

Orientation procedures designed to form a plan for each	ABE □	ASE	ESL	N/A □
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				
Co-location of Adult Education Classes with WIOA: Title				
I or apprenticeship activities				
College and Career Readiness Standards for Adult				
Education				
Other				

10.	If Other in #9, describe the transition methods used at your agency. (500 characters maximum)

Budget Issues

11.	Did you implement changes in personnel, programs, an budgetary issues? This may include changes in class s	•				
	□ Yes □ No					
12.	If yes, what programmatic and budget shifts have you implemented?					
	Class offerings and downsizing programs Staff and staff hours Changes in class structure (e.g., more online classes, labs, larger class size) Specialized student support services	Increase	No Change	Decrease		
13.	Do you maintain a waiting list? ☐ Yes ☐ No					
14.	If yes, how many students are currently on the list? (En	ter "0" for N/A)				
	ABE ASE ESL					
15.	How many students were never able to take a class? (E	nter "0" for N/A)				
	ABE ASE ESL					

	you anticipate implementing budget changes that will affect personnel, program offerings, and/or processes the upcoming program year?
	Yes No
	ddition to AEFLA grant funds, what other funding sources are you using in this program year to support you It education programs? (Select all that apply)
	In-kind
ā	Student Success and Support Program (SSSP)
_	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
Spe	cify other funding sources: (500 characters maximum)

For each funding source, indicate how your agency's to support your adult education programs.	total budget	percentages	s have change	ed in this progr	am year
	Increased	Decreased	No Change	N/A	
In-kind					
Student Success and Support Program (SSSP)					
Local Control Funding Formula (LCFF) State Apportionment					
California Adult Education Program (CAEP) Apportionment					
California Work Opportunity and Responsibility to Kids (Cal WORKs)					
WIOA: Title I					
Pell Grant					
Carl Perkins					
Community College Apportionment					
Other funding sources					
Specify other funding sources: (500 characters maximu	um)				

Collaboration

	hat ways did your agency interact with a local America's Job Center of California in this program year? (Select hat 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 provide 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
Spe	ecify Other: (500 characters maximum)

20.	How would you characterize the effectiveness of your agency's interaction with a local America's Job Center of California?
	 □ Very Effective □ Somewhat Effective □ Neutral
	□ Somewhat Ineffective□ Very Ineffective
21.	Did your agency track students who are co-enrolled in a local America's Job Center of California?
	□ Yes □ No
22.	If yes, indicate the purpose for which your agency tracks students enrolled in a local America's Job Center of California. (Select all that apply)
	□ Referrals
	Participant outcomes
	□ Case-management issues□ Other
	Specify Other: (500 characters maximum)

23.	Describe the benefits or challenges associated with tracking students co-enrolled at a local America's Job Center of California. (500 characters maximum)

24.	How did your agency collaborate with the local Workforce Development Board (WDB) in the current program year? (Select all that apply)
	Administrator serves on the local WDB
	Staff attend the local WDB meetingsStaff serve as local WDB committee members
	Agency is represented through a consortiumSharing resources such as personnel, facilities, equipment with the local WDB
	☐ ETPL
	☐ Other
	Specify Other: (500 characters maximum)
25.	How would you characterize the effectiveness of your agency's collaboration with the local WDB?
	 □ Very effective □ Somewhat effective □ Neutral □ Somewhat ineffective
	□ Very ineffective

Planning for Professional Development

26. 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), 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 provide it soon) for each of these priorities in the current program year.

	No Need	Basic Need	Advanced Need
Data collection requirements and processes			
Using TOPSpro Enterprise to identify areas needing improvement			
Data analysis/using TOPSpro® Enterprise data to manage and improve programs			
NRS goals/performance			
Professional Learning Community (PLC)			
Instruction in ABE			
Instruction in ASE			
Instruction in ESL			
Instruction in Workforce Preparation			
Learner persistence			
Budget			
Personnel			
Learner transitions into postsecondary education and the workforce			
Managed enrollment			
College and Career Readiness Standards for Adult			
Education implementation			
Learner Goal Setting	u		u
Integrated English Language and Civics Education (IELCE)	u	ш	u
English Language Proficiency Standards Implementation Integrated Education and Training			
integrated Education and Trailing	_	_	_

27. Below is a list of professional development priorities for instructors. Indicate whether your agency has no need (do not need or want any professional development), 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.

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	No Need □ □ □ □ □	Basic Need	Advanced Need
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			

se indicate the Outreach and Technical Assistance Network (OTAN) support resources your agency used ng the current program year. (Select all that apply)
Conference presentations, workshops, and events Peer-mentoring professional development (Digital Leadership Academy (DLAC)) Face-to-face training Online training Technology and Distance Learning Symposium (TDLS) Technology workshops, mentoring, technical assistance OTAN's YouTube Channel Online, self-guided modules (e.g., Moodle) Online curriculum pilot projects Teaching with Technology California Adult Education Professional Development events (www.caadultedtraining.org) Web-based Articles Other: (500 characters maximum)

	
Whi	ch distance learning resources is your agency most likely to use in the upcoming program year?
	Information, technical assistance and resources for designing, developing, and implementing distance learning
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance
0	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
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	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other
	Information, technical assistance and resources for designing, developing, and implementing distance learning Support for online instruction via Moodle, curriculum pilots, Putting English to Work, and California Distance Project (CDLP) www.cdlpoline.org Workshops and forums (online and face-to-face), meetings, conference presentations Other

List additiona	I support services su	ch as workshops	s, technical assista	ance, instruction	al materials, or other
	I support services sud I like to see OTAN im				al materials, or other
					al materials, or other
					al materials, or other
					al materials, or other
					al materials, or other
					al materials, or other

used	during the current program year. (Select all that apply)
	Training for accountability Standardized assessment implementation TOPSpro® Enterprise ToPSpro® Enterprise reports Training for use of data to inform instruction, improve programs, provide reports to stakeholders EL Civics additional performance assessments, citizenship assessment, writing assessment Support for EL Civics: Integrated Education and Training (IET) and Integrated English Literacy and Civics Education IELCE) Technical assistance via telephone, e-mail, online forums, Web site Idetwork meetings for TOPSpro® Enterprise, EL Civics, AEFLA, WIOA Title II EASAS National Summer Institute Research briefs, data fact sheets, online reports QuickSearch Online EASAS Data Portal Online, facilitated training (Zoom) Online, self-paced training (Moodle) Other For Other: (500 characters maximum)

Please indicate the Comprehensive Adult Student Assessment Systems (CASAS) support resources your agency

Which of the CASAS resources indicated above did you and your staff find most beneficial and why? (500 characters maximum)
How do you ensure that your staff has the most current information regarding these resources at your agency (500 characters maximum)
How do you ensure that your staff has the most current information regarding these resources at your agency? (500 characters maximum)

36.	List additional support services such as workshops, technical assistance, instructional materials, or other support that you would like to see CASAS provide. (500 characters maximum)				
	,				

agency used during the current program year. (Select all that apply)
□ Leadership Institute □ Professional Learning Communities Institute □ IET Implementation Clinic □ Training-of-Trainers Institute □ Regional Workshops/ Communities of Practice □ Written Materials from any CALPRO Training □ Administrator's Forum Webinar Series □ Instructor's Forum Webinar Series □ Instructor's Forum Webinar Series □ Online Courses, Workshops and other Webinars □ Online Resources (e.g., Virtual Workrooms, electronic Community of Practice, links, guides) □ Printed or online publications (e.g., newsletter, research digests and briefs, fact sheets) □ Other Specify Other: (500 characters maximum)

Please indicate the California Adult Literacy Professional Development Project (CALPRO) support resources your

38.	Which of the CALPRO resources indicated above did you find most useful? (500 characters maximum)

-	your agency's administrator, what are the three CALPRO workshop topics that are most valuable to you? ect up to three)
	Accelerated Learning to Facilitate Career Pathways
<u> </u>	Integrated Education and Training
<u> </u>	College and Career Readiness Standards
	Mastering the English Language Proficiency Standards
	Integrated and Contextualized Workforce Skills in the ABE/ASE/ESL Classroom
	Enhancing Learner Persistence
	Effective Lesson Planning
Ц	Effective Teaching in Adult Education
	Evidence-Based Writing Instruction (EBWI)
	Learner Goal Setting
	Teaching Critical Thinking
	Using Questioning Strategies to Improve Instruction
	Understanding the Adult Learner
	Math Instructional Strategies
	Optimizing ESL Instructional Planning
	Managing the ESL Multilevel Class
	Designing Programs for Adults with Learning Disabilities
	Professional Learning Communities (PLCs) Institute

would like to see CALI	• ,	,	

Distance Learning and Technology

И.	Does your agency offer any dis	stance/blended learning options fo	r students?			
	□ Yes					
	□ No					
12.	-	rograms in which your agency offe d-alone alternative, a supplement to			<u> </u>	cate i
		Stand-Alone S	Supplemental	Both	Did Not Offer	
	ABE		·· 🗖			
	ASE					
	ESL					

u are not using online learning in one or more program areas at your agency, please indicate any barriers to agency in offering distance/blended 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 Cify Other: (500 characters maximum)

English Literacy and Civics Education (EL Civics)

44.	Does your agency offer EL Civics (231)?				
	□ Yes □ No				
45.	If yes, indicate how your agency's implementation of EL Civics (231) has affected the agency as a whole. (Select all that apply)				
	 □ Enhanced or improved curriculum, instruction, and assessment □ Improved teacher and/or staff collaboration □ Increased funding to improve programs (expanded services, increased staff development, or other improvements) □ Improved data collection and accountability □ Increased student attendance and participation □ Improved public relations □ Increased student linkages to transition or career programs □ Other Specify Other: (500 characters maximum) 				

	agencies with EL Civics (231) programs: Please indicate the benefits of your agency's EL Civics progran 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 access to, use of, or involvement with community resource agencies
	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-life experiences
	Increased student linkages to Career Technical Education
	Other
Doe	es your agency offer IELCE (243)? Yes
_	es your agency offer IELCE (243)? Yes No

If yes, indicate how your agency's implementation of IELCE (243) has affected the agency as a whole. (Select all that apply):				
Enhanced or improved curriculum, instruction, and assessment				
☐ Improved teacher and/or staff collaboration				
Increased funding to improve programs (expanded services, increased staff development, or other improvements)				
☐ Improved data collection and accountability				
Increased student attendance and participation				
Improved public relations				
Increased student linkages to transition or career programs				
☐ Other				
Specify Other: (500 characters maximum)				

50.	Which IELCE (243) objective and/or activity, if any, had the most positive impact on your IELCE students in this program year and why? (500 characters maximum)

For agencies with IELCE (243) programs: Please indicate the benefits of your agency's IELCE program implementation that have affected your students. (Select all that apply)		
		Increased student interest in curriculum related to workplace readiness and training
		Increased student access to, use of, or involvement with community resource agencies
		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-life experiences
		Increased student linkages to Career Technical Education
		Other
	Spe	ecify Others: (500 characters maximum)

Final Comments

Please list any additional technical assistance, instructional materials, or other support that you would like to provided within the AEFLA program. (1,000 characters maximum)	see
Please provide any additional remarks or general comments you have regarding the implementation of AEFL programs. (1,000 characters maximum)	Α