Completing the IELCE Plan

Presented by
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What is your role at your agency?

- EL Civics Teacher
- CTE Teacher
- Coordinator
- Administrator
- Other Staff Member

All staff members are crucial to the success of this program.
Goals and Objectives

• Identify the enhancements to the 2020 IELCE Plan
• Identify resources for completing the 2020 IELCE Plan
• Successfully submit the IELCE Plan 2020
• Submit by the April 30, 2020 deadline
Needs Assessment

• 113 out of 119 agencies have received an adequate rating on their 2018-19 IELCE Plan

• Chat
  ▫ Open up the chat (speech bubble on your task bar)
  ▫ Chat to everyone

• What was the greatest challenge in completing the IELCE Plan in 2018-19?
Revisions to the IELCE Plan for 2020

General Information
• Plan page count reduced from 8 to 4 pages!
• 8 major revisions in Part I and Part II
  ▫ Part 1, Section 1- Assurances
    • Civic Objectives and Credentials were removed from this section
• Enter IELCE Plan system using Google Chrome for best results
• Click on question mark for information on how to fill out a section
• Summary of Plan items are on the Civic Participation Page and the IELCE plan page (we’ll go there later)
Revision #1

- Selection of overarching 243 Civic Objectives was removed from Section 1
  - Agencies will select 243 Civic Objectives in drop down menu specific to each Workforce Training Program
    - Currently the Civic Objective menu is in Workforce Preparation Activities
    - Request has been made to add to ESL Literacy also
Revision #2

- “Credentials” dropdown for all programs was removed from Section 1
  - Agencies will select credentials for each Workforce Training program in Section 2
# 2. Integration of the IET Components

## 2019-2020 IET Programs

<table>
<thead>
<tr>
<th>Program Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industry Sector</td>
</tr>
<tr>
<td>Career Pathway</td>
</tr>
<tr>
<td>Training Program</td>
</tr>
<tr>
<td>Credential Type</td>
</tr>
<tr>
<td>Specific Certification</td>
</tr>
<tr>
<td>Teaching Model</td>
</tr>
</tbody>
</table>

**Industry Sector**: Health Science and Medical Technology

**Career Pathway**: Pharmacy Technology

**Training Program**: Pharmacy Technician

**Credential Type**: Short-Term Vocational Credit Certificate

**Specific Certification**: Students who meet all the course requirements earn a program certificate that makes them eligible to apply for the California State Pharmacy Technician License.

**Teaching Model**: Alternate Teaching
Revision #3

- NRS data was removed
  - Agencies can review their own data
  - CDE/CASAS will look at current data when reviewing the IELCE Plan in May/June
Revision #4

- IET Components show at the same level.
  - Agencies can add any number of each component independently.
  - New order of components puts Workforce Training Course first.
- Include any workforce training, workforce preparation activities and literacy Courses (ESL) that relate to the Workforce Training Program.
Integrated EL Civics

ESL Literacy Activities
- Listening
- Speaking
- Reading
- Writing
- 243 COAAPs

Workforce Preparation
- 243 COAAPs
- Digital Literacy
- Working With Others
- Using Information
- Critical Thinking
- Self-Management

IET
- Workforce Training
- Machine Tech
- Personal Care Aide
- Pharmacy Tech
- Communication Technology
- Early Childhood Education
- Accounting
- Welding

www.casas.org
Alternating Teaching Example 1

ESL and Literacy Activities
- Listening
- Speaking
- Reading
- Writing
- 243 COAAPs

Workforce Preparation
- 243 COAAPs
- Digital Literacy
- Working With Others
- Using Information
- Critical Thinking
- Self-Management
- Listening • Speaking • Reading • Writing

Workforce Training
- Machine Tech
- Personal Care Aide
- Pharmacy Tech
- Communication Technology
- Early Childhood Education
- Accounting
- Welding

IET
Alternating Teaching Example 2

ESL Literacy Activities
- Listening
- Speaking
- Reading
- Writing

Workforce Preparation
- 243 COAAPS
- Digital Literacy
- Working With Others
- Using Information
- Critical Thinking
- Self-Management

IET

Workforce Training
- Machine Tech
- Personal Care Aide
- Pharmacy Tech
- Communication Technology
- Early Childhood Education
- Accounting
- Welding
Co-Teaching

ESL and Literacy Activities
- Listening
- Speaking
- Reading
- Writing

Workforce Preparation
- 243 COAAPs
- Digital Literacy
- Working With Others
- Using Information
- Critical Thinking
- Self-Management

IET

Workforce Training
- Machine Tech
- Personal Care Aide
- Pharmacy Tech
- Communication Technology
- Early Childhood Education
- Accounting
- Welding
Revision #5 – Workforce Training

- Agencies can add multiples of each component independently, if needed.
- Note:
  - only ELL Enrollment
  - comments field

Add Workforce Training Course

- Title: ABC CCD Pharmacy Technology Course
- Begin Date: 9/9/2019
- End Date: 3/27/2020
- Days of the Week: M, Tu, W, Th, F
- Begin Time: 08:30
- End Time: 12:30
- Hours per week: 20
- Number of weeks: 28
- Total hours: 560
- Enrollment: 12

Comments:
Course runs 2 trimesters: 9/9/19-11/28/19 and 1/6/20-3/27/20
Add Workforce Training Course

**Title**
ABC CCD Pharmacy Technology Course

**Begin Date** 9/9/2019  
**End Date** 3/27/2020

**Days of the Week**
- Su
- M
- Tu
- W
- Th
- F
- Sa

**Begin Time** 08:30 --  
**End Time** 12:30 --

**Hours per week** 20

**Number of weeks** 28

**Total hours** 560

**Enrollment** 12

**Comments**
Course runs 2 trimesters: 9/9/19 - 11/28/19 and 1/6/20 - 3/27/20
Revision #5 Workforce Preparation

• Agencies can add multiples of each component independently, if needed

• Note:
  ◦ Include Civic Objectives
  ◦ only ELL Enrollment
  ◦ comments field will be added (if it doesn’t show up, adjust your settings)
Add Workforce Preparation Activity

**Title**

Pharmacy Tech ELL Support Class

**Objectives**

30

**Begin Date** 9/9/2019  
**End Date** 3/25/2020

**Days of the Week**

- [ ] Su
- [x] M
- [ ] Tu
- [x] W
- [ ] Th
- [ ] F
- [ ] Sa

**Begin Time** 01:00 PM  
**End Time** 03:00 PM

**Hours per week** 4

**Number of weeks** 28

**Total hours** 112

**Enrollment** 20
Revision #5 Literacy (ESL)

- Agencies can add multiples of each component independently, if needed.
- Note:
  - Include Civic Objectives if applicable, in title if there is no separate section.
  - comments field

![Add Literacy Course Form]

- Title: ESL High Intermediate/Advanced, Civic Objectives 11, 47, 28
- Begin Date: 9/9/2019
- End Date: 3/26/2020
- Days of the Week: M, Tu, W, Th, Sa
- Begin Time: 07:00 PM
- End Time: 09:30 PM
- Hours per week: 10
- Number of weeks: 28
- Total hours: 280
- Enrollment: 100
- Comments: This is a two trimester course: 9/9/19 - 11/28/19 and 1/6/20-3/26/20
Add Literacy Course

Title
ESL High Intermediate/Advanced, Civic Objectives 11, 47, 28

Begin Date 9/9/2019  End Date 3/26/2020

Days of the Week
☐ Su  ☑ M  ☑ Tu  ☑ W  ☑ Th  ☐ F  ☐ Sa

Begin Time 07:00 PM  End Time 09:30 PM

Hours per week 10

Number of weeks 28

Total hours 280

Enrollment 100

Comments
This is a two trimester course: 9/9/19 - 11/28/19 and 1/6/20-3/26/20
Revision #6

- Program Coordination and Support is split into two parts

<table>
<thead>
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<th>Program Coordination and Support</th>
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<tr>
<td>Part A (Qualitative):</td>
</tr>
<tr>
<td>1. Describe recruitment and support of students (e.g. counseling, navigation, etc.) in the IELCE/IET program.</td>
</tr>
<tr>
<td>2. Describe collaboration among teachers of separate IELCE/IET components e.g. Adult Literacy, Workforce Preparation, Workforce Training.</td>
</tr>
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</table>

| Part B (Quantitative): |
| 1. Describe how your agency tracks attendance in the IELCE/IET program within your agency. |
| 2. If your IELCE/IET program partnered with another agency or agencies, describe how attendance was tracked. |
Program Coordination and Support

Part A (Qualitative):
1. Describe recruitment and support of students (e.g., counseling, navigation, etc.) in the IELCE/IET program.
2. Describe collaboration among teachers of separate IELCE/IET components e.g. Adult Literacy, Workforce Preparation, Workforce Training.

Part B (Quantitative):
1. Describe how your agency tracks attendance in the IELCE/IET program within your agency.
2. If your IELCE/IET program partnered with another agency or agencies, describe how attendance was tracked.
Revision #7

- When entering Training programs in Part I, there will be a new section at the bottom for Planning for the Future.
  - Continuing/discontinuing plans was removed from Part II and rolled into each program in Part I.
  - All sections should save as you complete them. When finished with Part I, click save. You can always go back in to edit.
Revision #7 continued

• Planning for the future
  □ If continuing is checked, describe any changes to the program (e.g. different Civic Objective, etc.) planned for 20-21 or write “none”
Indicate whether each program will continue or discontinue for the 2020-2021 Program Year.

Action: Continuing
Revision #7 continued

- Discontinuing the program
  - If discontinuing is checked, tell why the program is being discontinued
Indicate whether each program will continue or discontinue for the 2020-2021 Program Year.

Action: Discontinuing

Reasons for discontinuing
Revision #8

- Part II - new programs section is retained but clarified
  - Same format as current programs
Single Set of Learning Objectives

- This section has a new description
  - The single set of learning objectives should identify specific content from the IELCE/IET components (i.e. Adult Literacy (ESL), Workforce Preparation, and Workforce Training) that is organized to function cooperatively. List representative objectives that demonstrate the scope of the English language support for the specific workforce training course.
Single Set of Learning Objectives

• To improve your Single Set of Learning Objectives:

  ▫ View CALPRO/CASAS Webinar Designing a Single Set of Learning Objectives Webinar held December 6, 2019
  ▫ Find it at: https://calpro-online.org/onlinevideolibrary/additional-iet-resources.asp

  ▫ Participate in Developing a Single Set of Learning Objectives Webinar, March 25, 2020 at 2pm. Recording will be posted on the Civic participation page of CASAS EL Civics webpage
Workforce Training Providers

- This can be persons at your agency or at an Agency Partner

Fill in the form to the right and click Add to add a provider.
Resources to Assist Agencies in Completing the IELCE Plan 2020

• Slides and Recording from Completing the IELCE Plan 2020 Presentation

• CASAS Website Accountability Pages
  ▫ Online Form at www.casas.org (opening date to be announced)
  ▫ Help Documents

• CASAS Website EL Civics Pages
  ▫ Summary
  ▫ Help Documents
  ▫ Examples
Resources continued

• CASAS Website Accountability Pages
  □ Online Form at www.casas.org (opening date TBA)
  □ Help Documents
  □ Let’s go to webpage
Resources continued

• CASAS Website EL Civics Pages
  www.casas.org>California El Civics>Civic Participation
  ▫ Plan Summary
  ▫ Help Documents
  ▫ Examples
    ▫ Let’s go to webpage
Reflection 1

Type into the Chat:
1. What will you do with the information from this presentation?
2. Who are you going to share this information with and why?
   • Administrators?
   • Teachers?
   • TOPSpro Enterprise staff?
   • Others?
Reflection 2

Type into the Chat:

2. Who are you going to share this information with and why?
   • Administrators?
   • Teachers?
   • TOPSpro Enterprise staff?
   • Others?
Let’s go to gallery view to discuss.... What are your takeaways?
Objectives

- Identify the enhancements to the 2020 IELCE Plan ✓
- Identify resources for completing the 2020 IELCE Plan ✓
- Successfully submit the IELCE Plan 2020 ✓
- Submit by the April 30, 2020 deadline ✓
Thank you for attending!

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