

All Star Models for Integrating IELCE and IET

Model 1 – DRAFT Career Pathway – Pharmacy Technician

Background: Two years ago, an advisory council for Alpha Community College suggested that there was a need for Pharmacy Technicians in the Alpha Community College region. A Pharmacy Technician training class was started at Alpha Community College last year. In the 2017–18 program year, using the \$30,000 Integrated EL Civics Program Development funds from the WIOA, Title II: AEFLA Grant, Administrators of the college have made it possible for ESL/Integrated EL Civics and CTE faculty and counselling staff to work together to create a plan in which adult education and literacy, workforce preparation, and workforce training are provided concurrently and contextually and in which learners are assisted in identifying needs, goals, barriers to instruction/goals, etc. Through this faculty and staff collaboration, and by aligning with the regional priorities as outlined in the Local Workforce Development Board (LWDB) plan and verifying that this training leads to an industry-recognized credential, the agency has created a Pharmacy Technician Career Pathway.

I. Needs Assessment

- a. A school Community Needs Assessment including Civic Objective 30 (Demonstrate how to use pharmacies and medicines) is given to the majority of learners in the ESL/Integrated EL Civics program to determine the need for Pharmacy related instruction.
- b. A job-related needs assessment related to job goals is given to those ESL/Integrated EL Civics learners who could now or in the near future participate in workforce training.
- c. The Community Needs Assessment and the job-related needs assessment demonstrated that the learners at Alpha CC had Pharmacy/Pharmacy Technician as one of their top interests.

II. Career Pathway -- Responding to the needs voiced by the learners a Pharmacy Technician Career Pathway was developed by Alpha CC.

a. **ESL/Integrated EL Civics Courses:** Since Objective 30 was selected in the Community Needs Assessment as being of interest to learners, Integrated EL Civics COAAP 30.4 (Demonstrate how to use pharmacies and medicines) is included in the instruction/assessment of levels Beginning Low-Advanced EL Civics Courses.

b. Pharmacy Tech Support:

1. Since the job-related needs assessment showed interest in Pharmacy Technician training among the ESL/Integrated EL Civics learners, an Integrated EL Civics Pharmacy Technician Support Class (Workforce Preparation) has been developed to serve ESL/Integrated EL Civics learners.
2. The Pharmacy Tech teacher and the Pharmacy Tech Support teacher have collaborated to align curriculum so that the Integrated EL Civics Support teacher is assisting learners with the vocabulary, language, and other skills needed to succeed in Pharmacy Tech training. Integrated EL Civics COAAP 30.4 has been selected to be used as part of the instruction/assessment in the Pharmacy Tech Support class to assist learners in the study of the Pharmacy Tech training curriculum. Please note that other COAAPs could be revised or created to meet instructional needs. Ten Advanced Level ESL/Integrated EL Civics students are enrolled in the Pharmacy Tech Support class. The Pharmacy Tech Support Class is designated in TOPSpro Enterprise (TE) as an Integrated EL Civics 243 class for all ESL/Integrated EL Civics learners.

c. Pharmacy Tech Training (2 year course)

1. Eight of the learners enrolled in the Pharmacy Tech Support Class are also enrolled in Introduction to Pharmacy Technology, the first course in the Pharmacy Technician Training Program.

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Payment points: Since the agency has a developed a career pathway in Pharmacy Technician training and ESL/Integrated EL Civics students have the opportunity to participate in this training, all students enrolled in an ESL/EL Civics Class passing a COAAP in Civic Objective 30 in the career pathway will earn 243 EL Civics payment points at the \$\$ rate. The 8 ESL students co-enrolled in the Pharmacy Tech Support class and Pharmacy Tech Training will earn 243 EL Civics payment points at the \$\$\$ rate if they pass the Objective 30 assessment. Note: All students must have taken a CASAS Pre and Post Test in the program year to earn EL Civics payment points.

Model 2- Career Pathway--Administrative Assistant

Background: There is an Administrative Assistant Career Pathway at Beta Adult School. The courses include Keyboarding, Computer Applications and Office Skills. The principal encouraged the EL Civics Coordinator, and a few Integrated EL Civics teachers to work with the Keyboarding teacher to coordinate curriculum since Keyboarding is the first class in the Administrative Assistant Career Pathway. The Keyboarding teacher identified Civic Objective 48-*Effectively use online tools to communicate and collaborate with others* as one which would align with the Keyboarding Course Syllabus.

I. Needs Assessment:

- a. A school Community Needs Assessment including Civic Objective 48 (*Effectively use online tools to communicate and collaborate with others*) is given to the majority of learners in the ESL/Integrated EL Civics program to determine the need for digital literacy related instruction.
- b. A needs assessment related to job goals is given to those ESL/Integrated EL Civics who wanted to now or in the near future participate in workforce training. The goal was to determine the students' interest in career pathways including Administrative Assistant.
- c. The Community Needs Assessment and the job-related needs assessment demonstrated that the learners at Beta Adult School had digital literacy/Administrative Assistant Career Pathway as one of their top interests.

II. Career Pathway - Responding to the needs voiced by the learners an Administrative Assistant Career Pathway was developed by Beta Adult School.

a. **Integrated EL Civics Courses:** The EL Civics Coordinator selected COAAP 48.1 as one of the COAAPs to be taught and assessed in this program year. Instruction and assessment for COAAP 48.1 is administered to all ESL/Integrated EL Civics classes from Beginning through Advanced Levels. All of the classes teaching 48.1 are designated in TOPSpro Enterprise (TE) as Integrated EL Civics 243 classes.

b. **Administrative Assistant Training (2 year course):** Nine Intermediate High and Advanced Level ESL/Integrated EL Civics students are also enrolled in the Keyboarding Class which is the first class in the Administrative Assistant Career Pathway.

Payment points: Since the agency has a developed a career pathway in Administrative Assistant and ESL/Integrated EL Civics students have the opportunity to participate in this training, all students passing Civic Objective 48 in the career pathway will earn 243 EL Civics payment points at the \$\$ rate. The 9 ESL students co-enrolled in Keyboarding will earn 243 Integrated EL Civics payment points at the \$\$\$ rate if they pass the Civic Objective 48 Assessment. Note: All students must have taken a CASAS Pre and Post Test in the program year to earn Integrated EL Civics payment points.

Model 3 – Multiple Career Pathways

