

Data-based Decision Making for AEBG Consortia

Part 1: Improved Data Collection Efforts

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Agenda



- About CAERC
- CAERC Data Collection Efforts
 - Data & Accountability Workgroup
 - Work Products
 - Registration form, definition cards, voluntary authorization
 - Registration Toolkits
 - Data & Accountability binder
 - Data Collection Efforts: Demographics & Outcomes
- Access to CAERC Work Products



Session Goals

- Identify tools, resources and processes to improve agency and consortium AEBG data collection and reporting.
- Know where to access CAERC's tools and resources for use in your agency/consortium

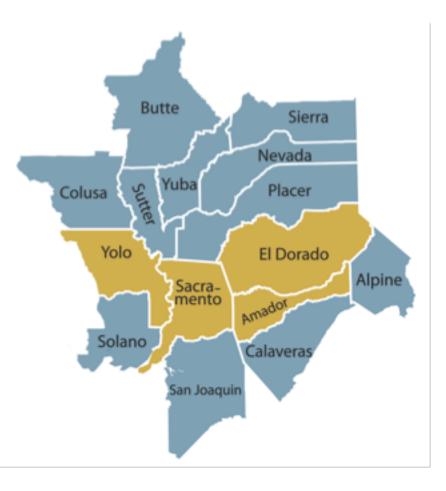






Capital Adult Education Regional Consortium (CAERC)

Los Rios CCD service area plus Amador County



CAERC Members





CAERC Partners



- Alta California Regional Center
- Asian Resources, Inc.
- Black Oak Mine School District
- Building Skills Partnership
- California Department of Developmental Services (CDDS)
- California Human Development
- California State Library
- Capital Region Academies for the Next Economies (CRANE)
- El Dorado County Library
- El Dorado Union High School District
- Futures Explored

- Greater Sacramento Urban League
- Highlands Community Charter and Technical Schools
- La Familia Counseling Center
- Mexican Consulate
- Outreach and Technical Assistance Network (OTAN)
- Sacramento Employment and Training Agency (SETA)
- Sacramento ESL Program
- Sacramento Food Bank and Family Services

CAERC-Funded Staff

- Summer Institute 2018
- Sacramento County Office of Education (SCOE) serves as fiscal agent for the consortium and regional program manager
- Lead the implementation of CAERC's Annual Plans, Governance Plan and Policies
- Coordinate the consortium fiscal and data reporting required by AEBG

Background: CAERC Data Efforts



- Established partnership with CASAS in Jan. 2016 for consortium-wide pilot of TOPSpro Enterprise (TE)
- All K-12 members participated (no colleges)
- Monthly TE Workshops
- On-site support
- Focus Group

Data & Accountability Workgroup





- Monthly meetings in 2015-16 and 2016-17 (2.5 hours)
- Quarterly meetings in 2017-18 (2.5 hours)
- Monthly meetings in 2018-19 to accommodate hands-on time in computer lab
- Mandatory for data managers
- Facilitated by CAERC Coordinator



Paper registration form

The information below is used to comply w	rith Stat	e and Federal funding requirements.	All infor	mation will remain confidential.					
New Student Returning Stu	ident	Date:							
STU	DENT	INFORMATION-PRINT CLEA	ARLY						
1. Social Security #:	No SS#	2. Date of Birth (mm/dd/year):		3. Gender: Male Female					
4a. Last Name:	4b. First	Name:		4c. Middle Name:					
5a. Address:			5b. Apt.	•					
Sc. City:			5d. Zip (Code:					
6a. Home Phone: 6b. Cell Phone:									
7. Email:									
8. Ethnicity / Race (Mark ALL that Apply) Hispanic or Latino White Black / African American Asian Pacific Islander / Native Hawaiian Filipino American Indian Alaska Native Other: 9. Country of Origin In which country were you born?		Barriers to Employment (Mark ALL that Apply) Cultural Barriers Disabled Type: Displaced Homemaker English Language Learner Ex-Ottender Seasonal Farriworker Migrant Farriworker Migrant Farriworker Foster Care Youth Homeless Low Income Low Literacy / Math Refugee Single Parent Other: None of the Above		Labor Force Status (Mark ONE) imployed loing to be laid off ooking for a job: lumber of months lumber of months lot employed and not seeking work. Education Is Completed: Mark <u>ALL</u> that Apply:) ligh School Diploma IED® / HCE Certificate ligh School Certificate ligh School Certificate icompletion or Attendance icchnical Certificate icome College-No Degree					



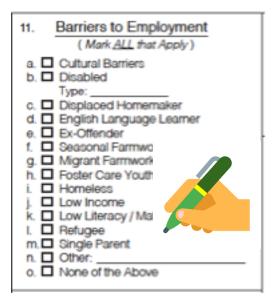
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Laminated definition cards

Barriers to Employment - Something that makes it difficult to have or keep a job.

Use these description	ons to fill out Section 11 on the registration form.												
a. Cultural Barriers	Your attitudes, beliefs, customs or practices are a barrier to employment.												
b. Disabled Type:	You have a physical mental, developmental or other disability. Write the disability on the line.												
c. Displaced Homemaker	 ALL of the following apply to you: You provided unpaid services to family members in the home and were dependent on the income of another family member (for example, stayat-home mom or dad); AND You are no longer supported by this income (due to death, illness or disability, divorce, loss of a job, etc.); AND You are looking for a job or need a better paying job. 												

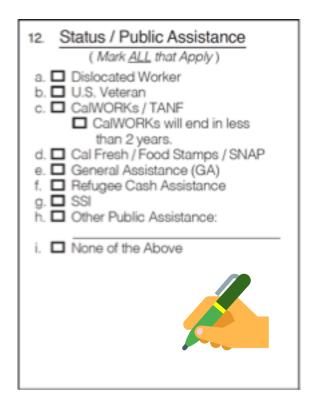




Laminated definition cards

Status/Public Assistance - Cash aid or services from the local, state or federal government.

Use these description	ons to fill out Section 12 on the registration form.
a. Dislocated Worker	 ANY of the following apply to you: You have been laid off or received a lay-off notice from a job; OR You were self-employed but you are not working now because of the economy (recession) or a natural disaster; OR You are a displaced homemaker.
b. U.S. Veteran	You had active military, naval or air service in the United States and were honorably discharged or released.
c. CalWORKs/TANF	You or your family gets cash aid and/or services through the CalWORKs (California Work Opportunity and Responsibility to Kids) or TANF (Temporary Assistance for Needy Families) program.
CalWORKs will end in less than 2 years.	Your CalWORKS benefits will end in less than 2 years.



Simplified Voluntary Authorization to Share SSN

VOLUNTARY AUTHORIZATION TO SHARE SOCIAL SECURITY NUMBER

PURPOSE OF THIS FORM: This form allows the school to collect your Social Security Number and share it with the California Department of Education who will share your personal information with the Employment Development Department. The Employment Development Department is the state agency responsible for maintaining personally identifiable information, and keeps all information confidential it receives from the California Department of Education for use only to track the labor market outcomes of adult education program participants in compliance with all applicable state and federal laws and mandates.

PLEASE READ THE FOLLOWING CAREFULLY

I understand that I do NOT need to provide a Social Security Number to take classes at this school.

Student Name (print):

YES. I voluntarily provide my Social Security Number.

My Social Security Number is: _____ -- ___ -- ____ -- ____ -- ____ _-

NO. I choose not to provide a Social Security Number.

(Student Signature)

(Date)



Work Products in 18 Languages



- 1. Arabic
- 2. Cambodian
- 3. Chinese
- 4. Dari
- 5. English
- 6. Farsi
- 7. Hindi
- 8. Hmong
- 9. Korean

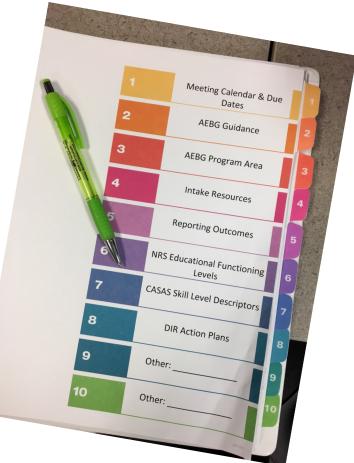
- 10. Lao
- 11. Pashto
 - 12. Punjabi
 - 13. Russian
 - 14. Spanish
 - 15. Thai
 - 16. Ukrainian
 - 17. Urdu
 - 18. Vietnamese





Data & Accountability Binder





Data & Accountability Workgroup





 Begin with review of AEBG data collection and reporting requirements/updates

Data & Accountability Workgroup

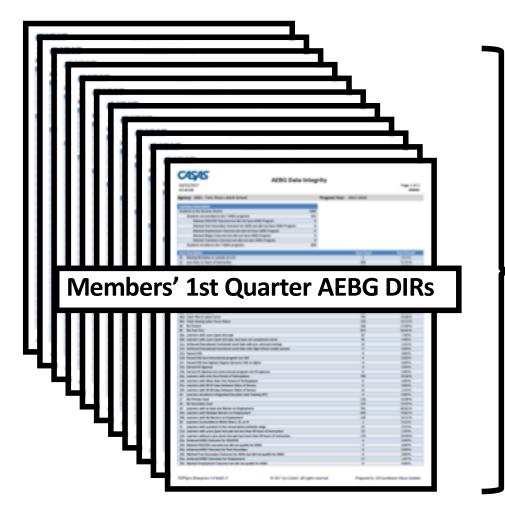


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DIR Action I	Plan – Quarte		
DIR Item	Agency Performance	Q1 Target %	Action Plan
1. Missing Birthdate		4.28	
2. Less than 12 hours		63.99	
 No Highest Year of School/Degree Earned 		10.38	
3.a No Highest Year of School		4.31	
3b. No Highest Degree Earned		10.10	
3c. Degree/Diploma – no Years of Schooling		0.11	
3d. Degree earned Outside US-no Highest Year of School		6.78	

 Review AEBG Data Integrity Reports and create a plan to correct issues before quarterly submission deadline.

Compile & Review Quarterly Submission Data Summer Institute 2018



CAERC DIRs for Quarter 1, 2017-18



Compiled 1st Quarter Data

8. No Pretest	20.40	35	3.9	19	100	4.2	7.7	34	37	25	53	48	28	12	23
9. No Post- Test	70.03	300	75	100	100	58	75	90	98	58	95	56	90	66	300
life. Learners with a pre- /post.pair	New	0	24	•	0	11	34	9.6	1.2	0	4.1	3.9	7.3	32	0
10b. Pre/Post, but no level comp	New	0	11	۰	0	.94	15	5.6	0	0	2.4	13	4.9	19	0
17. No Prim Goal	22.13	24	۰	14	3	8.4	99	29	23	23	6.8	56	28	6.5	0
18. No Sec Goal	28.57	35	•	100	2	25	99	29	15	54	6.7	300	23	0.2	0
19b. Learners w/ho Barriers to Emp	New	30	4.7	61	79	9	79	53	61	47	2.3	27	34	13	3.8
21.Learners	10.56	3.7	2.3	11	0	25	7.4	6.5	8.7	12	3.9	34	3.5	6.8	13

DIR Summary: A Tool for Process Improvement





CAERC DIRs for Quarter 1, 2017-18

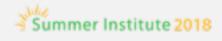
DIR Item	Q1 Target %	Ag	ency	nam	nes ł	nave	e be	en	hid	den.				
19b. Learners w/no Barriers to Emp	New	30 4	4.7 61	79	9	79	53	61	47	2.3	27	14	13	3.8

II. Identifying Students' Barriers to Employment	Percentage	Process Used by Other Agencies with Percentages Below 20
 According to your Q1 DIR, what percentage of your students have no Barriers to Employment (DIR Item #19b)? If your agency's percentage is above 20, ask two agencies with percentages below 20 about their process for capturing Barriers to Employment. Take notes on their process to bring back to your agency. 		

Promising Practices for Collecting & Reporting Barriers to Employment (19b)



- 1. Use the Program Area to identify certain Barriers to Emp.
 - All students enrolled in ESL \rightarrow ELLs
 - All students enrolled in ABE → Low Levels of Literacy (a CASAS score of 235 or below in math and/or reading indicates basic skills deficient)
- 2. Look for clues in other sections of Registration Form.
 - Students who mark ANY of the following should be identified as Low Income: CalWORKS/TANF, Cal Fresh/Food Stamps/SNAP, General Assistance, Refugee Cash Aid, SSI, Other Public Assistance
 - Students who mark Going to be laid off should also be identified as Dislocated Worker
 - Students who mark Looking for a job: Number of months greater than
 <u>6</u> should also be identified as Long-Term Unemployed.



CAERC DIRs for Quarter 1, 2017-18

DIR Item	Q1 Target %	Ą	geno	cy na	ame	es ha	ve b	een	hid	den				-	
19b. Learners w/no Barriers to Emp	New	30	4.7	61	79	9	79	53	61	47	2.3	27	14	13	3.8

CAERC DIRs for Quarter 2, 2017-18

DIR Item	Q2 Target %	Ag	genc	y na	mes	s ha	ve be	en	hidd	ən				-	
19b. Learners w/no Barriers to Emp	New	4	7	25	8	7	30	44	18	3	4	21	8	15	0

AEBG Barriers to Employment Report



Promising Practices for Collecting & Reporting Barriers to Employment (19b)

1. Use the Program Area to identify certain Barriers to Emp.

All students enrolled in ESL +ELAs

 All students enrolled in ABE → Low Levels of Literary (a CASAS score of 235 or below in math and/or reading indicates basic skills deficient)

- 2. Look for clues in other sections of Registration Form.
 - Students who mark MNY of the following should be identified as Low Income: CaWORKS/TANF, Cal Fresh/Yood Stamps/SWAP, General Assistance, Refugate Cash Aid, 551, Other Public Assistance
 - Students who mark Going to be laid off should also be identified as Dislocated Worker
 - Students who mark Looking for a job: Number of months greater than 12 should also be identified as Long-Term Unemployed.



12:05:25

AEBG (Manager) Barriers To Employment

by Agency

Page 1 of 14 AEBGM2017BE2

Program Year:	2017-2018	Consortium:	28 - Capital Adult Education Regional Consortium
Agency:		Total Students:	1554
Member:			

				English							Migrant &			No TANF		
AEBG Program Area	Cultural Barriers	Disabled	Displaced Homemaker	Language	Ex-offender	Foster Care Youth	Homeless	Long-term Unemployed		Low Level of Literacy	Seasonal	Seasonal Farmworker	Single	in 2 Years or Less	No Barriers	Total
English Language Learner (ESL/ELL)	29	-4	1	1,058	0	0	0	3	989	403	0	0	34	0	7	1,086
Basic Skills (ABE)	4	2	0	126	2	2	3	0	181	74	0	0	15	0	0	199
High School Diploma (HSD)	0	17	1	34	4	13	15	0	349	90	0	1	97	0	1	401
High School Equivalency (HSE)	0	3	0	27	0	1	3	0	60	18	0	0	12	0	0	64
Career and Technical Education (CTE)	9	1	0	107	0	0	1	3	133	39	1	0	13	0	8	147
Programs for Adults with Disabilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adults Training for Child School Success	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Workforce (Re)Entry	1	3	1	87	0	0	0	2	95	31	0	0	7	0	2	108
Pre-Apprenticeship	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Designated Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	30	23	2	1,091	4	14	17	5	1,392	497	1	1	144	0	16	1,554

Our Focus on Outcomes Data





- 1. Improved literacy skills
- 2. Placement into jobs
- 3. Improved wages
- 4. High School completion
- 5. Post-secondary transition
- 6. Completion of post-secondary



Reporting AEBG Outcomes by Program Area Summer Institute 2018



	Literacy Gains	Employment	Wages	Secondary Completion	Transition	Post-Secondary Completion
ABE/ASE	Attainment of an EFL gain using pre- and post-testing. For HSD only: Mark ASE Low in Entry Record Field 18 for HSD students who enter at the 9- 10 grade level (based on credits) and mark High ASE on the Update Record Field 13 when they earn enough credits to move to 11-12 grade.	Update Record Field 9- Work • Got a job • Retained job • Entered Military	Update Record Field 9- Work • Increased wages • Got a better job	Achievement of HSD or HSE: Update Record Field 9- Education • Passed GED • Passed HISET • Passed TASC • Earned HSD	Enrollment in a CTE program or apprenticeship: Update Record Field 9- Work • Entered job training • Entered training program • Entered apprenticeship Update Record Fields 12 & 14 • Enrolled in training program Enrollment in college: Update Record Field 9- Education • Transitioned to credit (transfer) • Transitioned to credit (non- transfer) Update Record Fields 12 & 14 • Enrolled in education program	N/A

Understanding How AEBG Outcomes are Captured



Practice Activity

Practice: Reporting AEBG Outcomes

Scenario #1:

You teach an Intermediate-Low ESL class. It is near the end of the school year and you are doing your student update records. Your student, Maria Ramirez, had a job when she entered your class and is still working. Since beginning your class, she received a promotion at work which included a pay increase. She has a CASAS pre-test score of 203 and a post-test score of 212.

Reference Reporting AEBG Outcomes by Program Area (Tab 5) & NRS Educational Functioning Level documents (Tab 6)

a. Mark the appropriate box(es) on the update record below to indicate her AEBG outcomes.

0									
WORK	EDU	FAMILY / COMMUNITY							
Got a job	Passed GED	 Enrolled in secondary program 	Increased involvement in						
Increased wages	Passed HSET	 Entered college 	children's education						
Retained job	Passed TASC	 Transitioned to credit (transfer) 	Increased involvement						
Got a better job	Earned High School diploma	 Transitioned to credit 	in children's literacy activities						
Met work-based project goal	Returned to K-12	(non-transfer)	Met other family goal						
Entered job training	 Gained computertech skills 	Attained credential	Met personal goal						
Entered training program	Completed course	Attained A.A. or A.S. degree	Obtained perm, residence						
Training milestone	Mastered course	Attained B.A. or B.S. degree	Attained U.S. citizenship						
 Entered apprenticeship 	competencies	C Entered graduate studies	Achieved U.S. ottzenship skills						
Entered military	Earned certificate	Attained post graduate degree							
Acquired workforce	Educational achievement	Occupational skills licensure	for first time						
readiness skills	Skills progression	Occupational skills certificate	Increased involvement in						
Reduced public assistance	Transcript or report card	Occupational certifications	community activities						
Other work outcome	Secondary	 Other recognized diploma. 	Other family outcome						
	Postsecondary	degree, or certificate	 Other community outcome 						

b. Where will Maria's outcome(s) appear on the AEBG Summary? Mark all that apply.

Literac (Pre-		AEBG Outcomes					
Enrollees with pre-post	EFL Gains Achieved	Other Literacy Gains	HSD/HSE Achieved	Post- Secondary Achieved	Enter Employment Achieved	Increase Wages Achieved	Transition Post-Sec Achieved

Reference Docs

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Understanding How AEBG Outcomes are Captured

Scenario 1: You teach and Intermediate-Low ESL class. It is near the end of the school year and you are doing your student update records. Your student, Maria Ramirez, had a job when she entered your class and is still working. Since beginning your class, she received a promotion at work which included a pay raise. She has a CASAS pre-test score of 203 and a post-test score of 212.

WORK □ Got a job				Educational Functioning Levels		CASAS Life and Work Level Scale Score		eries	Life and Work Listening 980 series	
Increased wages			1 Begin	1 Beginning ESL Literacy			Scale Score Ranges 180 and below		Scale Score Ranges 180 and below	
Retained job				2 Low Beginning ESL				- 190	181 - 189	
Got a better job			3 High	3 High Beginning ESL			191	- 200	190 - 199	
				4 Low Intermediate ESL				- 210	200 - 209	
Met work-based project goal				5 High Intermediate ESL				- 220	210 - 218	
 Entered job training 			6 Advanced ESL C 221 - 235 219 - 227 Revised July 2014							
⊃ Ente	red training pro	oram	nevised /							
⊃ Trai	Literac	y Gains		AEBG Outcomes						
⊃ Ent	(Pre-	Post)								
⊃ Ent	Enrollees with	EFL Gains	Other	Other HSD/HSE Post- Enter Increase Tr						
Acq	pre-post	Achieved	Literacy	Achieved	Secondary	Emp	loyment	Wages	Post-Sec	
read			Gains						Achieved	
Rec	X	X					X	X		
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Summer Institute 2018

Downloadable Resources



- D&A Binder: <u>https://goo.gl/MZod2</u>r
- Registration Form: <u>https://goo.gl/akdhhK</u>
 - InDesign File and PDFs in 18 languages
- Definition Cards: <u>https://goo.gl/jTrL9H</u>
 - MS Word and PDFs in 18 languages
- Voluntary Authorization: <u>https://goo.gl/W1D2cS</u>
 - MS Word and PDFs in 18 languages
- Data Cleanup Resources: <u>https://goo.gl/PEhz9y</u>
 - Member and Consortium-level action plans, templates and activities

Summer Institute 2018

- Identify tools, resources and processes to improve agency and consortium AEBG data collection and reporting.
- Know where to access CAERC's tools and resources for use in your agency/consortium





Thank You for Attending!

- Be sure to visit the CASAS website at www.casas.org
- Follow us on Twitter <u>b</u> twitter.com/CASASsystem and use the hashtag <u>#casassi2018</u> to tweet updates, photos, and stories.
- Keep in touch with Facebook f facebook.com/CASASsystem use the hashtag #casassi2018 to share photos and post stories.
- Visit us on the <u>Way YouTube Channel</u>