WIOA II Network Meeting
January 2023

CALIFORNIA DEPARTMENT OF EDUCATION
Tony Thurmond, State Superintendent of Public Instruction

Agenda

- CDE Update
  - OCTAE Action Plan
  - Deliverables Update
  - RFA for 2023-27
- OCTAE Action Plan Follow up
  - OCTAE goals and CDE response
  - Statewide and Local Solutions for Improvement
- HSE/HSD
  - PP Attestation Letter
  - HSE HSD Tips
- Training and Networking

CDE Update (1)

OCTAE Action Plan for California

- OCTAE has established performance goals for CA for follow up outcomes reporting.
- California statewide goals:

  CA **must** increase performance, and achieve

  –either–

  45% use of Student SSN

  –or–

  60% Student survey response rate.

CDE Update (2)

OCTAE Action Plan for California

- Local providers must collect and report quarterly participant data to CDE on performance outcomes for the exit-based indicators.
- Local providers must submit quarterly reports to CDE on local efforts to prepare participants to respond to post-exit program surveys and evidence of the impact of local efforts on survey response rates.

CDE Update (3)

OCTAE Action Plan for California

- Local providers must collect and report quarterly participant data to CDE on performance outcomes for the exit-based indicators.
  - *This will be done each quarter by CDE and CASAS after each quarterly data submission.*
  - *CASAS is compiling a list of agencies currently performing well in the areas of survey response rate and providing SSN.*

CDE Update (4)

OCTAE Action Plan for California

- Local providers must submit quarterly reports to CDE on local efforts to prepare participants to respond to post-exit program surveys and evidence of the impact of local efforts on survey response rates.
  - *This action item is for local agencies to complete with each quarterly submission.*
  - *CASAS has added a **Quarterly Post-Exit Program Survey Checklist** into the TE Data Submission Wizard, where agencies can indicate specific local efforts.*

CDE Update (5)

Follow-up Second Quarter After Exit										
Survey Quarter	**PY 2021-22 Quarter 1**		**PY 2021-22 Quarter 2**		**PY 2021-22 Quarter 3**		**PY 2021-22 Quarter 4**		**PY 2022-23 Quarter 1**	
Exit Quarter	**PY 2020-21 Quarter 3**		**PY 2020-21 Quarter 4**		**PY 2021-22 - Quarter 1**		**PY 2021-22 - Quarter 2**		**PY 2021-22 Quarter 3**	
Total Students Exited	18,916	%	75,831	%	14,411	%	28,243	%	22,736	%
Students with SSN	4,169	22%	17,063	23%	3,389	24%	6,737	24%	5,261	23%
Number and percentage of participants who were surveyed	14,517	77%	57,450	76%	10,874	75%	20,997	74%	17,328	76%
Survey Invitations not sent due to missing information	230	1%	1,318	2%	148	1%	509	2%	147	1%
Number of participants who were surveyed	14,517	%	57,450	%	10,874	%	20,997	%	17,328	%
Response rates for surveyed participants	4,533	31%	17,315	30%	4,163	38%	7,648	36%	6,746	39%
Has Job	2,324	16%	8,567	15%	2,266	21%	4,475	21%	3,845	22%

Follow-up Forth Quarter After Exit										
Survey Quarter	**PY 2021-22 - Quarter 1**		**PY 2021-22 - Quarter 2**		**PY 2021-22 - Quarter 3**		**PY 2021-22 - Quarter 4**		**PY 2022-23 Quarter 1**	
Exit Quarter	**PY 2020-21 - Quarter 1**		**PY 2020-21 - Quarter 2**		**PY 2020-21 - Quarter 3**		**PY 2020-21 - Quarter 4**		**PY 2021-22 - Quarter 1**	
Total Students Exited	12,176	%	20,623	%	18,970	%	75,949	%	14,483	%
Students with SSN	2,669	22%	4,990	24%	4,235	22%	17,630	23%	3,483	24%
Number and percentage of participants who were surveyed	9,345	77%	15,624	76%	14,065	74%	55,276	73%	10,980	76%
Survey Invitations not sent due to missing information	162	1%	9	0%	670	4%	1,381	2%	20	0%
Surveys not sent timely										
Number of participants who were surveyed	9,345	%	15,624	%	14,065	%	55,276	%	10,980	%
Response rates for surveyed participants	3,298	35%	4,831	31%	4,944	35%	17,023	31%	3,930	36%
Has Job	1,611	17%	2,642	17%	2,787	20%	8,875	16%	2,172	20%

CDE Update (6)

January 31 Deliverables

Required Data and Documents	Action
Second Quarter Data, TOPSpro® Enterprise	Enter all information into TOPSpro® Enterprise for this quarter on or before this date
Second Quarter Data Integrity Report	Complete the Quarterly Data Submission Wizard in TOPSpro® Enterprise
California Accountability Training	Complete California Accountability Training in person or online. Register online at California Adult Ed Training
CASAS Implementation Training	Complete CASAS Implementation Training in person or online. Register online at California Adult Ed Training
High School Equivalency (HSE) Certification	CASAS will send the HSE Certification to your agency. Complete the form and return to CASAS by email at capm@casas.org
Integrated English Literacy and Civics Education (IECLE) Payment Points Certification	If applicable, CASAS will send the IELCE Payment Points Certification Form to your agency. Complete the form and return to CASAS by email at capm@casas.org
Second Quarter Expenditure Claim Report	Complete and submit the claim on the California Adult Education Online Application and Reporting (login required, electronic approval required) web page.
Employment and Earnings Follow-up Survey	Send Employment and Earnings Survey to exit populations. The following tasks should be completed during Quarter 2 (October through December):

CDE Update (7)

Payment Points Attestation Letter

- Due ***January 31, 2023***
- CASAS will send this letter to all WIOA II agencies in early January. The letter will include updated agency payment points totals after the CDE HSE data match.
- This deliverable provides agencies an opportunity to review and confirm their results from the CDE HSE data match and verify high school diploma outcomes from their district's Certified List.
- There is also a separate section to review IET/IELCE results.

CDE Update (8)

Continuous Improvement Plan – Not Due in 2023!

- The CIP will be a deliverable again next year once the new grant cycle begins.
- The OTAN Teacher Technology Survey be due as usual on or before April 30.
- The IELCE Report will also remain – as a separate deliverable, completed on the CASAS Website on or before April 30th.

CDE Update (9)

More Deliverables Updates

- The 2022–23 Teacher Survey was posted with the 2Q ECR on January 3rd.
- Individual agencies can access their Student Technology Intake Survey data from the WIOA > Surveys page on the OAR site. Survey data from 2020–21, 2021–22, and 2022–23 are all now available.
- The Student Technology Intake Survey is accessible in aggregate form through the AMS website and to individual agencies via the OAR website. There is currently no mechanism for CAEP-only agencies to access the data.

CDE Update (10)

HS Equivalency and Proficiency Webinar

- The CDE HSE Office is doing a Statewide Webinar to update developments related to HSE and HS Proficiency.
- The Webinar will follow up on key issues from the HSE Convenings in August.
- Date: ***February 15, 2023***

CDE Update (11)

RFA for 2023-27

- Review of all submitted applications is in progress
- Readings will be completed by ***January 24, 2023***.
- Grant will cover a four-year grant cycle instead three years.

https://www.cde.ca.gov/fg/fo/r8/wioa23rfa.asp

CDE Update (12)

February 7, 2023 –

- At next month's Statewide WIOA II Meeting – there will be a guest speaker from the "Golden State Education and Training Grant Program" -- from the student aid commission.
- In March we will resume featuring Promising Practices awardees.

January 2023 Topics

Follow up Reporting (1)

OCTAE Action Plan for California

- OCTAE has established performance goals for CA for follow up outcomes reporting.
- CA statewide goals of

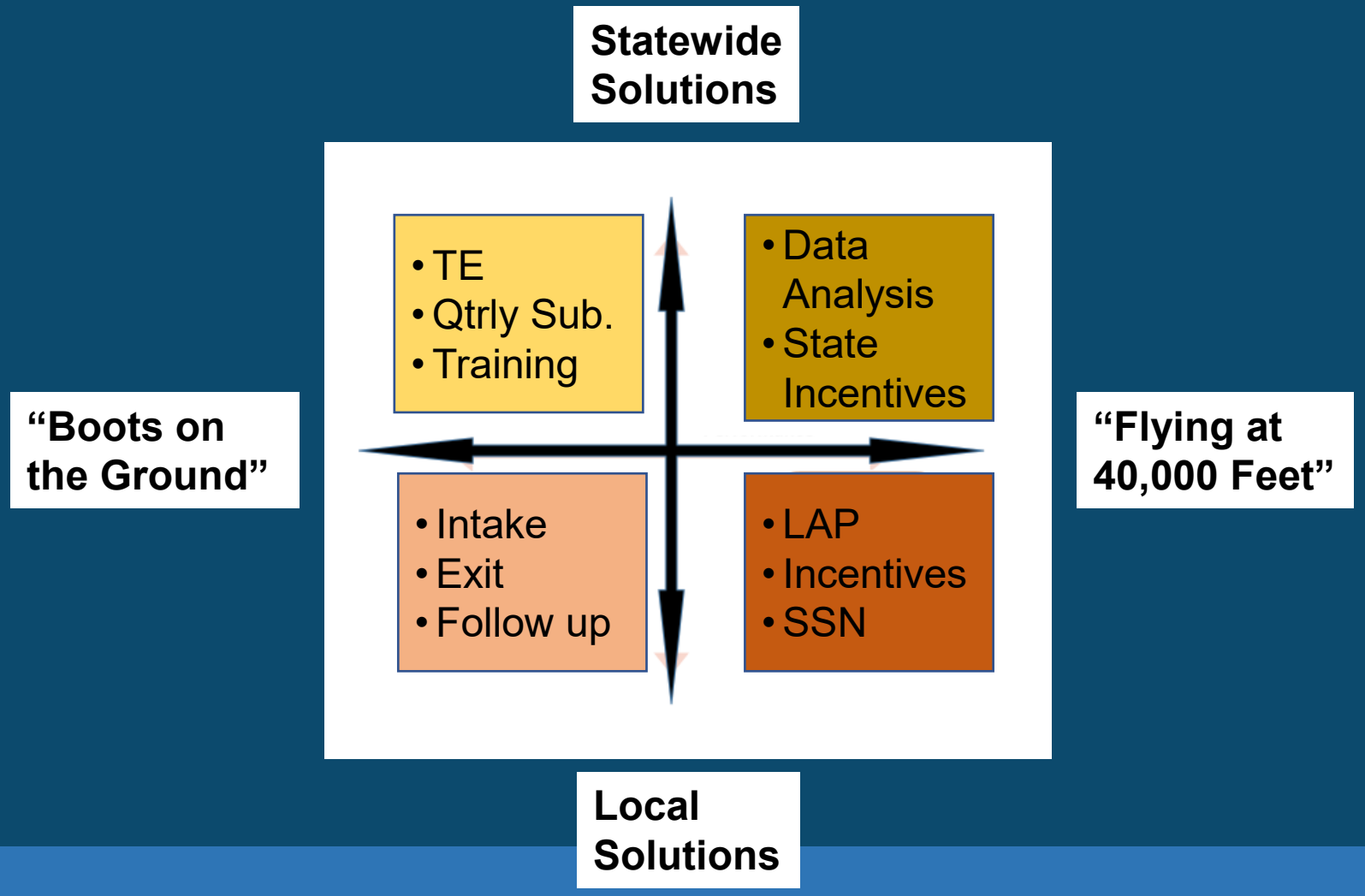
–either–

45% use of Student SSN

–or–

60% Student survey response rate.

Follow up Reporting (2)



Follow up Reporting (3)

Intake Procedures

- Provide ‘seamless’ and ‘student friendly’ procedure
- Emphasize importance of survey and correspondence up front
- Ensure it is easy and comfortable for students to provide SSN and other important personal contact information
- Collect accurate Student Contact Information – and review, correct, and update it frequently
- Track “at risk” students with multiple barriers such as “economic migrants”

Follow up Reporting (4)

Exit Procedures

- If you don’t have one already – develop a formal process for student exit like you already have for students at intake
- Identify exiters and provide “warning” in advance about follow up communication
- Communicate with current students about follow up, not just exited students

Follow up Reporting (5)

Follow up Procedures

- Develop an “Alumni Program” for previous students
- Consider additional E-mails (and other communication) to provide “reach out” and “warning” to students about follow up
- Identify optimal days and times to contact students

Follow up Reporting (6)

Local “40,000 Feet” Strategies

- Carefully consider which staff are responsible for follow up and document your plan in your local policy
- Increase students' digital literacy skills
- Provide more student level incentives for Survey and SSN
- Appeal to your local district, school board, or college board and develop policy to allow local collection of student SSN that follows guidelines such as HIPAA and FERPA
- “Leadership and Management – a solution unto itself”

Follow up Reporting (7)

TE Implementation

- Additional e-mail customization for both current and exited students, and for occasions outside of 2Q/4Q after exit
- More data flags for missing/invalid contact information
- More accessible information and reports to track student survey receipts, responses, and number of times contacted
- Relate survey information to Class ID
- TE Student Portal

Follow up Reporting (8)

Training & Resources

- CASAS Webpage dedicated to all things E & E and SSN, with videos and shared resources
- Identify top performers and best practices that contribute to success -- share ideas at regional network meetings and post resources on Web page
- Additional training for low performing agencies
- Targeted Tech Assistance for agencies that continue to struggle

Follow up Reporting (9)

Data Analysis

- Identify top (and bottom) performing agencies in student survey response rates and providing SSN
- Evaluate and identify data points about the students that do (and don’t) participate in the process
- More analysis on student goals, students with barriers and special populations and potential effect on follow up data

Follow up Reporting (10)

Statewide Incentives and Support

- State level support for agencies lobbying local board/district
- State level awards and prizes for students

Follow up Reporting (11)

Starting 2Q – the order of survey questions in the TE Wizard will change. The specific new questions will appear in the new TE Build this week.

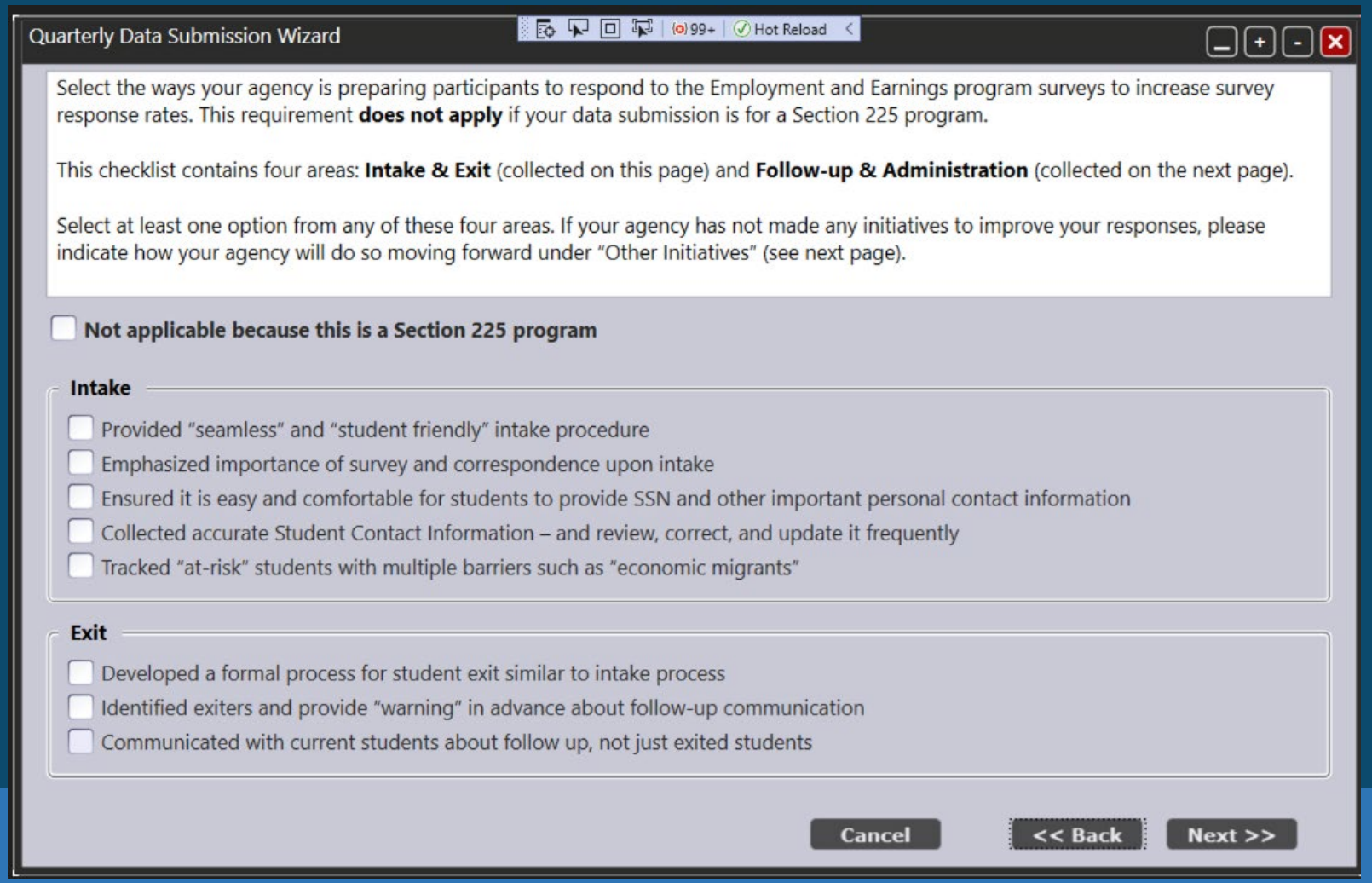
Follow up Reporting (12)

Quarterly Local Updates

- The ***Quarterly Post-Exit Program Survey Checklist --***where agencies indicate specific practices implemented locally to improve survey responses or SSN– was added to the TE Data Submission Wizard
- CASAS will provide more detailed information to CDE each quarter about agency level survey performance, and CDE & CASAS will both provide more proactive reminders to agencies that have not completed the quarterly requirement

Follow up Reporting (13)

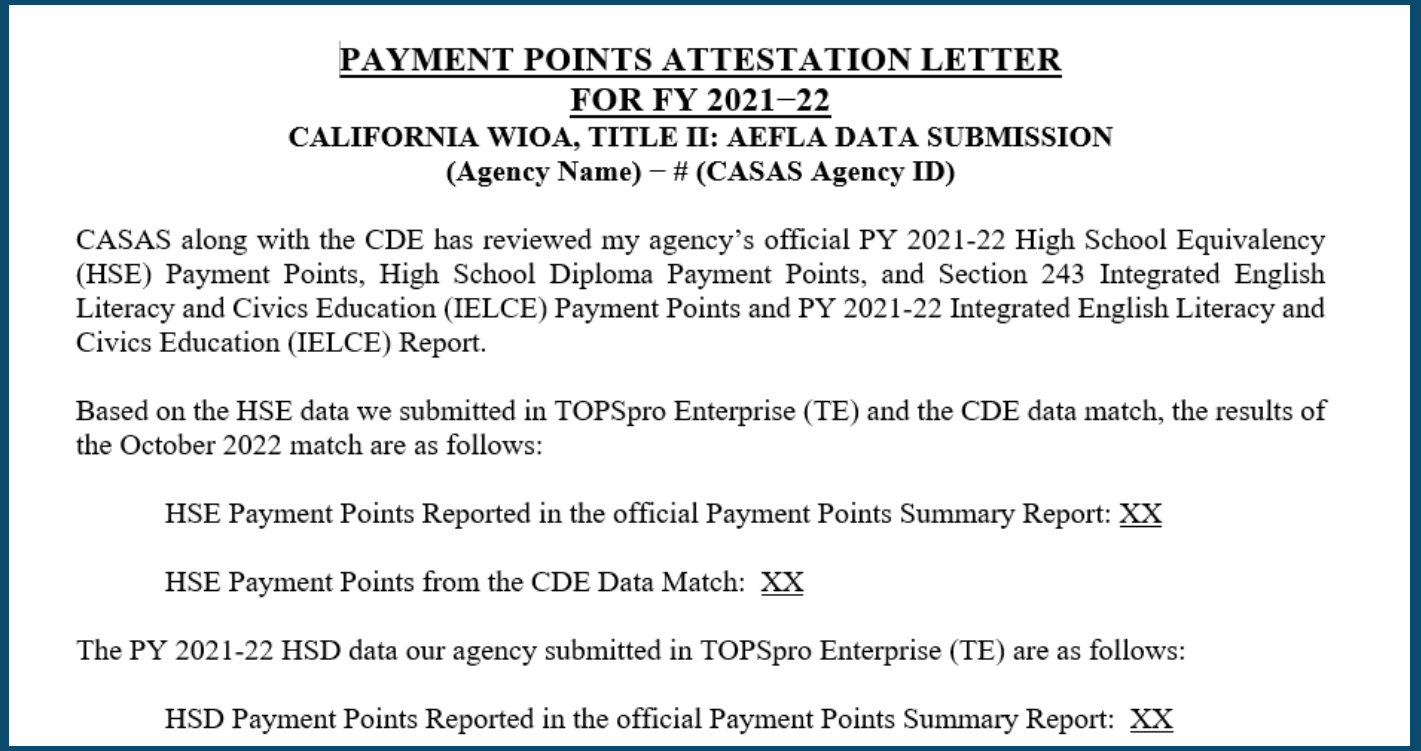
The *Quarterly Post-Exit Program Survey Checklist*



HSE Implementation Tips (1)

Payment Points Attestation Letter

- Due ***January 31, 2023***



PAYMENT POINTS ATTESTATION LETTER
FOR FY 2021–22
CALIFORNIA WIOA, TITLE II: AEFLA DATA SUBMISSION
(Agency Name) – # (CASAS Agency ID)

CASAS along with the CDE has reviewed my agency's official PY 2021-22 High School Equivalency (HSE) Payment Points, High School Diploma Payment Points, and Section 243 Integrated English Literacy and Civics Education (IELCE) Payment Points and PY 2021-22 Integrated English Literacy and Civics Education (IELCE) Report.

Based on the HSE data we submitted in TOPSpro Enterprise (TE) and the CDE data match, the results of the October 2022 match are as follows:

HSE Payment Points Reported in the official Payment Points Summary Report: XX

HSE Payment Points from the CDE Data Match: XX

The PY 2021-22 HSD data our agency submitted in TOPSpro Enterprise (TE) are as follows:

HSD Payment Points Reported in the official Payment Points Summary Report: XX

HSE Implementation Tips (2)

Payment Points Attestation Letter

- When comparing the Payment Points totals on the Attestation Letter to the PP totals on the TE Payment Points Summary – make sure the TE report reflects the EOY deadline and not one generated recently.
- To retrieve a pdf copy in TE of what you submitted for EOY 2021-22…
  - Go to *Organization – Agencies.*
  - In the Agency Record Navigator bar, select *Quarterly Data Submission.*

HSE Implementation Tips (3)

Payment Points Attestation Letter

- *Review and confirm results from the CDE HSE data match*
- Compare the updated HSE Payment Points totals on the Attestation Letter to the totals on your 2021-22 TE Payment Points Summary.
- In general – the ‘average’ agency is more likely than not to have small discrepancies between the two totals after the data match.

HSE Implementation Tips (4)

Payment Points Attestation Letter

- *Verify high school diploma outcomes from the district's Certified List.*
- HS diploma payment points totals on the Attestation Letter match your agency's 2021-22 TE Payment Points Summary.
- Districts that completed the Certified List of HS diploma awardees after August 1 should verify that everyone marked in TE for HS diploma appears on the district list.

HSE Implementation Tips (5)

Payment Points Attestation Letter

- ***For HSE or HS diploma*** – outcomes earned on or before **September 30, 2022** are okay to report for PY 2021-22.

HSE Implementation Tips (6)

Payment Points Attestation Letter

- The Attestation Letter also has a separate section for IET and IELCE. These adjustments are based on the IELCE Report submitted April 2022. (*There is nothing in your data that can be "corrected" for this*.)

Integrated EL Civics (IELCE) Payment Points Reported in the Official Payment Points Summary Report:	XXXX
IELCE with IET Payment Points Reported in the Official Payment Points Summary Report:	XXXX
Integrated EL Civics (IELCE) Payment Points CDE approved:	XXXX
IELCE with IET Payment Points CDE approved:	XXXX
IELCE Payment Points adjusted to Section 231 – El Civics Payment Points because of a 'Not Adequate' IELCE Report:	XXXX

HSE Implementation Tips (7)

- For detailed information related to GED/HiSET ID and other key HSE reporting issues, refer to Section G of the TE Payment Points Data Flags report:

  - Item counts for GED ID and HiSET ID
  - Has GED/HiSET ID but wrong format
  - Earned GED or Earned HiSET but has no GED ID or HiSET ID.

Trainings & Conferences (1)

CASAS Summer Institute 2023

Registration is open!!!

June 13-16 - Summer Institute - Garden Grove Hyatt

Trainings & Conferences (2)

OTAN TDLS 2023 – March 3-4

Trainings & Conferences (3)

Virtual CAEAA Conference – February 2

https://www.caeaa.org/2023-conference-registration.html

Virtual ACCE Conference – March 2-3

http://www.acceonline.org/events.html

Trainings & Conferences (4)

WIOA II Accountability Training

- Wednesday January 11, 2023 10am – New users
- Monday January 23 1pm – Experienced users
- Tuesday January 31 1pm – All comers

- *For CASAS Implementation* – complete one of the self-paced modules on training.casas.org.

Trainings & Conferences (5)

- CDE HSE Office Webinar: ***February 15, 2023***
- Payment Points Data Flags: ***February 13, 2023***
  March 13, 2023
- TE Statewide Meeting: ***January 13, 2023***

Trainings & Conferences (6)

Next Virtual Meetings

- Tuesday January 10, 2023 1pm – Statewide WIOA II
- Friday January 13, 2023 9am – Statewide TE
- Tuesday February 7 – Statewide WIOA II
- Friday February 10 – National TE

Network Discussion Topics (1): Follow up Reporting

- What are some positive practices already in place at your agency for increasing the number of student responses to the Employment and Earnings Survey? Any practices at your agency not already in place, but under consideration?
- What are some local suggestions – at Intake, Exit, or Post-Exit-- that may improve this process?
- What are some local leadership and management initiatives – “40,000 feet above ground” – that may help?

Network Discussion Topics (2): Follow up Reporting

- Any specific state level State level administrative efforts that are in place or available now that help you already?
- Any specific training areas or resources that are not available that would help? State level incentives? Specific statewide data points or analysis that would provide you with more information and support?

Network Discussion Topics (3): Follow up Reporting

- ***If you ruled the world*** – what would you do, locally or statewide – to fix this problem and ensure California met its goals with OCTAE?
- Do you think the make or break factors for California's meeting these goals hinges on "boots on the ground" solutions – or do we need to look "40,000 feet above?"
- ***Overall*** – given that OCTAE provides CA a "choice" between *either* 45% student SSN *or* 60% student response rate – which one do you think has a better chance of being met?

Network Discussion Topics (4): Student Enrollment Data

The Preliminary statewide data from PY 2021-22 shows student enrollment totals that are well above PY 2020-21 but still below the totals for the years before that.

- Do you think the “glass is half empty or half full?”
- If we are on track, what will be the key to our success?
- If other things need to be done… what specifically at the state or local level needs to happen? Do you prefer “boots on the ground” solutions or looking “40,000 feet above?”
- Are there differences between how you see this playing out locally versus statewide? If so, what are these differences?