WIOA II Network Meeting July 2024



CALIFORNIA DEPARTMENT OF EDUCATION

Tony Thurmond, State Superintendent of Public Instruction

Agenda

- CDE Update
 - Federal Updates
 - Expenditure Claim Report (ECR)
- NRS Federal Reporting Measurable Skills Gains (MSG's)
- Assessment Implementation for PY 2024-25
- BOY/EOY
 - Updates for new PY 2024-25
 - EOY Data Submission Guidelines
 - TE Payment Points Reports
- Upcoming Training

CDE Update (1)

Preliminary Notifications for FY 24–25

• To assist agencies with year two of the grant cycle, CDE released preliminary funding information for FY 24–25.

Funding Results: Workforce Innovation and Opportunity Act (WIOA), Title II (CA Dept of Education)

www.cde.ca.gov

GANs are expected to be released later this month

CDE Update (2)

End-of-Year Data Submission

By July 15, 2024	
Required Data and Documents	Action
End-of-Year Data, TOPSpro® Enterprise	All year end data must be entered into TOPSpro® Enterprise and completed for this quarter on or before this date.
Adult Education Personnel Information	Enter personnel information for Federal Table 7 into TOPSpro® Enterprise.
End-of-Year Data Integrity Report	Complete the Quarterly Data Submission Wizard in TOPSpro® Enterprise.
Payment Points Summary Report	Complete the Quarterly Data Submission Wizard in TOPSpro® Enterprise.
End-of-Year Certification Letter	Complete the Quarterly Data Submission Wizard in TOPSpro® Enterprise.
Employment and Earnings Follow-up Survey	Send California Employment and Earnings Survey 2 to exit populations. The following tasks should be completed during Quarter 4 (April through June):
	 Run the "Core Performance Wizard" under Tools in TOPSpro® Enterprise; and Send Employment and Earnings Survey to exit population for second and fourth quarter after exit; and Follow-up with exiters that have not responded.

https://www.cde.ca.gov/sp/ae/fg/wioa23datadocsched.asp

CDE Update (3)

OCTAE Memo dated 06-11-24

- Several Summer Institute presentations
- Measurable Skills Gains (MSG's) 3, 4, 5
- HS Credits/HSE Subsections
- Effectiveness Serving Employers



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF CAREER, TECHNICAL, AND ADULT EDUCATION

PROGRAM MEMORANDUM OCTAE 17-2

DATE: June 11, 2024

TO: State Directors of Adult Education

FROM: Amy Lovd, Ed.L.D. /s/

Assistant Secretary for Career, Technical, and Adult Education

RE: Performance Accountability Guidance for Workforce Innovation and

Opportunity Act (WIOA) Core Programs

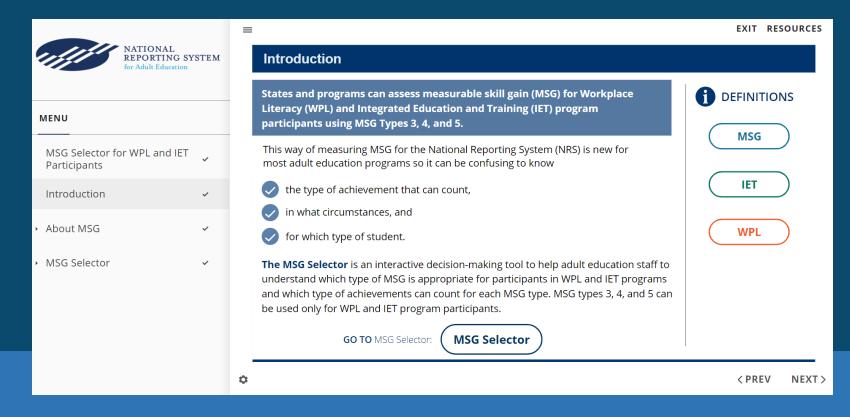
Purpose

This guidance updates Training and Employment Guidance Letter (TEGL) 10-16, Change 2, published September 15, 2022, and developed jointly by the U.S. Departments of Labor (DOL) and Education (ED) (the Departments). Within ED, the Office of Career, Technical, and Adult Education (OCTAE) will update Program Memorandum (PM) 17-2 and the Rehabilitation Services Administration (RSA) will update Technical Assistance Circular (TAC) 17-01 to be consistent with the changes reflected herein.

CDE Update (4)

NRS Training June 2024

Channeling change with Data-Informed Decision Making: Considering Options for Program Accountability



CDE Update (5)

Pre/Post-test Assessment for PY 2024-25

- CDE sent out a memo to all California agencies on April 28, 2024 defining the statewide policy moving forward.
- For reference, here is the March 18 OCTAE notice: https://www.federalregister.gov/d/2024-05679
- Here is a link to the April CDE memo: https://caadultedreporting.org/EmailArchive/Index?EmailID=196

CDE Update (6)

2024 August Summer Convenings

Registration is Open for High School Equivalency and Proficiency Summer Convenings!

Summer Convenings will include updates from GED® Testing Service, HiSET Equivalency, HiSET Proficiency, and the CDE.

2024 Summer Convenings Informational Flyer (PDF) Link to registration

CDE Update (7)

CDE New Admin Orientation

September 10-11-12

CDE Update (8)

CDE Open Office Hours – July 16, 23, 30 at 1pm

Got questions? Join us this afternoon for Adult Education Office – Open Office Hours. Registration is not required. This weekly virtual drop-in session provides an opportunity for agencies to obtain assistance with California Adult Education Program (CAEP) and Workforce Innovation and Opportunity Act (WIOA) deliverables, funding, and reporting activities.

Event: Adult Education Office – OPEN OFFICE HOURS

Dates: July 2, July 16, July 23, July 30

July 9 - No Office Hours, please join us at the monthly Statewide Networking Meeting.

Time: 1:00 p.m. to 1:45 p.m.

Details: Microsoft Teams Need help?

Join the meeting now

Meeting ID: 294 472 552 327

Passcode: tQT85f

Adult Education Office staff will be available to respond to a variety of topics including:

- Year-End Deliverables for WIOA and CAEP
- WIOA Final Expenditure Claim Reports (including match, ELL Healthcare and Infrastructure /Training reporting)
- · WIOA award process and budget preparation
- CAEP Apportionments

CDE Update (9)

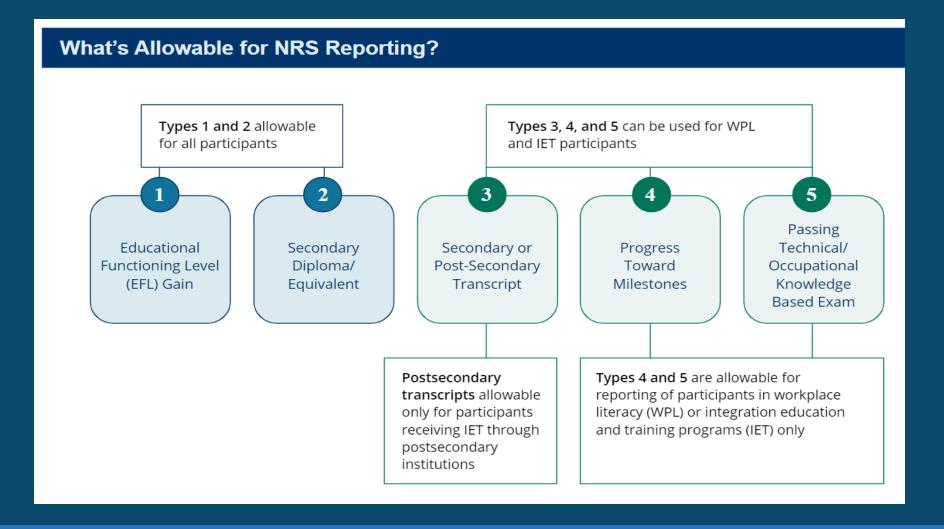
CDE Expenditure Claim Report (ECR)

Rhonda Burnett, CDE

July 2024 Topics



NRS Federal Reporting (1)



NRS Federal Reporting (2)

Definitions of MSG: Types 3, 4 and 5

MSG Type	Definition (from OCTAE Program Memorandum (PM) 17-2)
Type 3: Postsecondary Report Card or Transcript	Secondary or postsecondary transcript or report card for sufficient credit hours that shows a participant is meeting the State unit's academic standards
Type 4: Progress Toward Milestones	Satisfactory or better progress report, towards established milestones, such as completion of OJT or completion of one year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training
Type 5: Passage of Occupational Exam or Demonstration of Progress Attaining Technical/Occupational Skills	Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by traderelated benchmarks such as knowledge-based exams.

NRS Federal Reporting (3)

	MSG types	Pretest required (Yes/No)
Allowable for all participants	Type 1.a. Achievement as measured by a pre- and posttest	Yes
	Type 1.b. Awarding of credits or Carnegie units	No
	Type 1.c. Enrolled in postsecondary education and training	No
	Type 1.d. Pass a subtest on a State-recognized high school equivalency examination	No
	Type 2. Documented attainment of a secondary school diploma or its recognized equivalent	No
Allowable for participants receiving IET through postsecondary institutions	Type 3. Secondary or postsecondary transcript or report card for sufficient credit hours that shows a participant is meeting the state unit's academic standards	No
Allowable only for participants in IET or WPL programs	Type 4. Satisfactory or better progress report, toward established milestones, from an employer or training provider who is providing training	No
	Type 5. Successfully passing an exam that is required for a particular occupation or progress in attaining technical or occupational skills, as evidenced by traderelated benchmarks	No

NRS Federal Reporting (4)

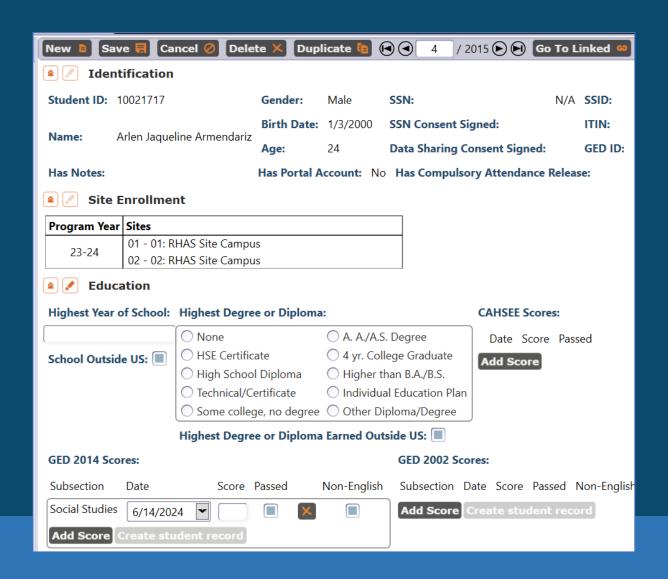
OCTAE Memo dated 06-11-24

- Measurable Skills Gains (MSG's) 3, 4, 5
- Removes follow up criteria from Secondary/Post-Secondary
- HS Credits/HSE Subsections
- Effectiveness Serving Employers

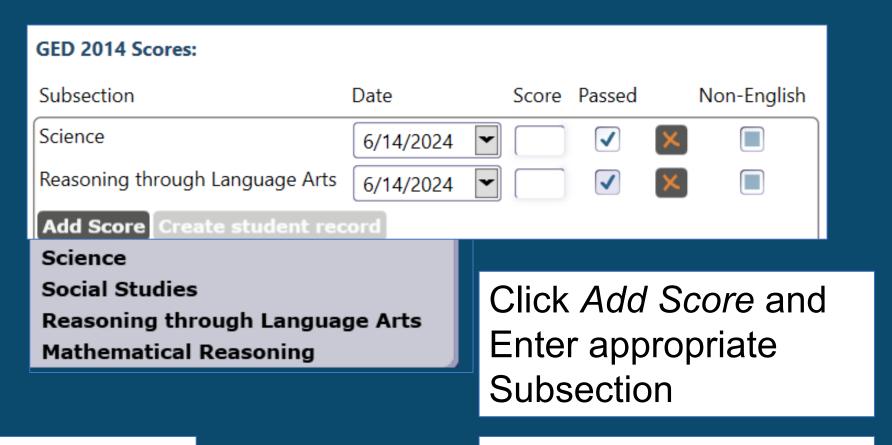
HSE Subsections in TE

Go to **Records** – **Students** – **Demographics**

Enter Subsection scores for GED or HiSET



HSE Subsections in TE



Go to **Records** – **Students** – **Demographics**

Enter Student score or Check *Passed*

MSG's 3, 4, 5 in TE

Results			
		Table 11	
Work Results:		MSG via Secondary or Postsecondary Transcript	MSG via Attainment of Secondary School Diploma / Recognized Equivalent
Got a job Increased wages Retained job	Training milestone Entered apprenticeship Entered military	MSG via Progress Toward Milestones MSG via Passing Technical/Occupational Skills Exam	
Got a better job Met work-based project goal Entered job training Entered training program	Acquired workforce readiness skills Reduced public assistance Other work outcome	Table 4 column G - MSG Other than EFL gain or second Secondary or Postsecondary Transcript Progress Toward Milestones	ndary school diploma
Education Results:		Passing Technical/Occupational Skills Exams	
Passed GED 2002	Completed course	Enrolled in secondary program	Entered graduate studies
Passed GED 2014	Mastered course competencies	Entered college	Attained post graduate degree
Passed HiSET	Earned certificate	Transitioned to credit (transfer)	Occupational skills licensure
Passed TASC	Educational achievement	Transitioned to credit (non-transfer)	Occupational skills certificate
Earned High School diploma	Skills progression	Attained credential	Occupational certifications
Returned to K-12	Secondary transcript or report card	Attained A.A. or A.S. degree	Other recognized diploma, degree, or certificate
Gained computer/tech skills	PostSecondary transcript or report car	d Attained B.A. or B.S. degree	

Assessment Transition for PY 2024-25 (1)

CDE sent out a memo to all California agencies on **April 28**, **2024** defining the statewide policy for pre/post-testing effective July 1, 2024.

 Here is a link to the April CDE memo: https://caadultedreporting.org/EmailArchive/Index?EmailID=196

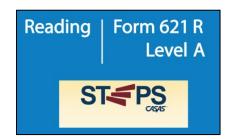
Assessment Transition for PY 2024-25 (2)

ABE/ASE: Use Reading GOALS or Math GOALS 2 series





ESL: Use STEPS Reading or Listening





Assessment Transition for PY 2024-25 (3)

Proxy Wizard

- CASAS standardized tests administered between May 1 and June 30, 2024, may be rolled over into the 2024-25 program year.
- Proxied tests are given a date of July 1, and can serve as the pretest for the new program year.
- Only the (newer) tests from the CASAS STEPS and GOALS series will be authorized for pre- and post-testing for state and federal reporting in PY 2024-25.
- Any test proxied from the (older) CASAS Life and Work series will no longer be authorized in PY 24-25.

Assessment Transition for PY 2024-25 (4)

California Assessment Policy

- Lists appropriate CASAS assessment instruments authorized for use for WIOA II accountability reporting
- Includes instructions for appraisal use, hours between pre-/post-testing, and distance learning
- Includes Guidelines for Local Assessment
- Authorizes new CASAS GOALS, GOALS 2, and STEPS series for state and federal reporting
- Attachment A California Assessment Policy

Assessment Transition for PY 2024-25 (5)

Guidelines for Local Assessment

- WIOA Title II agencies must develop and implement a Local Agency Assessment Policy, and update it at the start of each Program Year.
- The Local Assessment Policy shows how agencies are in alignment with statewide guidelines.
- Local agencies may develop their own assessment guidelines, and encouraged to develop policies that emphasize local priorities.
- Attachment B Guidelines for Local Assessment

2024-25 WIOA II Order Guide

The new Order Guide for WIOA II agencies is now available on the CASAS Web site:

2024-25 Ordering Guide

The California WIOA, Title II: AEFLA and EL Civics Ordering Guide is now available for download.

Order by fax. Print and complete the Order Form that appears on the last page and fax the form to CASAS.

Order online. Save the PDF form to your desktop, complete the information, re-save, and submit as an e-mail attachment orders@casas.org.

If you have trouble previewing the PDFs, please download the documents to your desktop (Right click -> Save Target As)



California WIOA, Title II AEFLA Ordering Guide 2024-25

https://www.casas.org/training-and-support/casas-peer-communities/california-adult-education-accountability-and-assessment/ordering-guide

2024-25 EL Civics Web Site

EL Civics COAAPs are now available for selection on the CASAS Web site.

	Options				
1	Select Pre-Approved COAAPs	Agencies can select automatically-approved (pre-approved) civic objectives and additional assessment plans.			
2	Enter Revised Approved COAAPS	Agencies can enter revised approved civic objectives and additional assessment plans. These can be either revis approved COAAPs submitted into option 2 or option 3 . Agencies must consult with their Program Specialist and r COAAP. To contact your Program Specialist, click here. To view the criteria, click here.			
3	Enter New COAAPs	To meet their students' needs, agencies can write new objectives and/or additional assessment plans. Agencies n the COAAP Criteria before writing a new COAAP. To contact your Program Specialist, click here. To view the crite plans until January 31, 2025. The review and approval process for new plans may take up to 60 days.			

CASAS Training Modules

CASAS has updated and improved the online training modules for the new year:

* REQUIRED



** REQUIRED BY AT LEAST ONE STAFF MEMBER PER NEW AGENCY

End-of-Year Data Submission

By July 15, 2024

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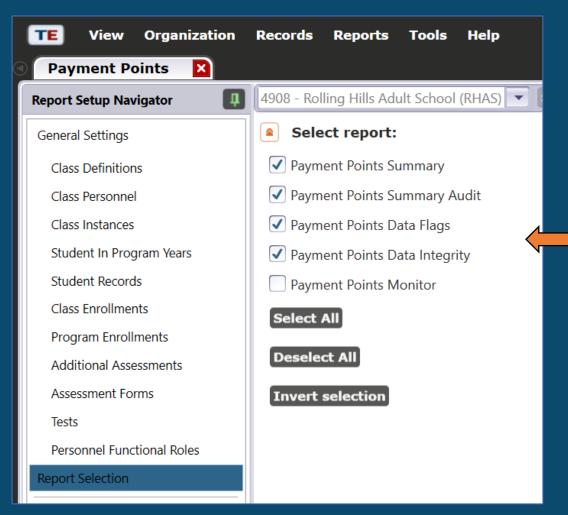
End-of-Year Data Submission (2)

By August 1, 2024	
Required Data and Documents	Action
Final Expenditure Claim Report	Complete and submit the claim on California Adult Education Online Application and Reporting ☐ (login required, electronic approval required).
Letter	Verify, complete, and submit (via email) the Official Payment Points Certification Letter. CASAS will email agencies the Official Payment Points Certification Letter once the CASAS has received all Data Submission requirements.

End-of-Year Data Submission (3)

Program information to help agencies complete end of the year data requirements is available on the *WIOA*, *Title II AEFLA Grant Information 2023–24 web page*.

TE Payment Points Reports (1)



Generate reports from *Report*Selection, not directly from TE main menu

TE Payment Points Reports (2)



Payment Points Summary Audit

02/13/2023 09:53:52 Page 1 of 2 PPSA17

Agency: 4908 - Rolling Hills Adult School (RHAS) Funding: □ 225 Funding ☑ 231 Funding

Program Year: 2022-2023
☐ Civic Participation ☐ Citizenship Preparation ☐ 243 IELCE

Run StatisticsNumber selected652Number included in report374

		Duplicated Cases		Unduplicated Cases		
Dropped from entire report		#	%	#	%	
01 Missing birthdate or age outside	of 16-110	4	0.61	4	0.61	
02 Less than 12 hours of instruction		246	37.73	244	37.42	
03 Concurrently enrolled in High Sch	nool/K12	37	5.67	30	4.60	
04 No Gender		0	0.00	0	0.00	
05 No Ethnicity/race		2	0.31	0	0.00	
Number Dropped from entire r	eport	289	44.33	278	42.64	

TE Payment Points Reports (3)

	Duplicated Cases		Unduplicated Cases		
Dropped from EL Civics Section	#	%	#	%	
15a Incomplete EL Civics Outcome datasets	4	0.22	4	0.22	
15b Incomplete Civic Participation Outcome dataset	224	12.05	108	5.81	
15c Incomplete Citizenship Preparation Outcome dataset	15	0.81	8	0.43	
15d Incomplete IELCE Outcome dataset	9	0.48	0	0.00	
17 EL Civics student in non-ESL program	0	0.00	0	0.00	
18 Unfunded Payment Point	0	0.00	0	0.00	
19 AA passed and highest test score below 180	1	0.05	0	0.00	
Number Dropped from EL Civics Section	253	13.61	120	6.46	

Upcoming Dates

• CDE Office Hours July 16,23,30

• CASAS eWORKS July 24

• TE Teacher Portal July 30

Statewide WIOA II August 7

Statewide TE August 9

• WIOA II Acct Exp August 12

WIOA II Acct New August 15

CASAS Nat'l Webinar August 21

TE Teacher Portal August 29

Statewide WIOA II Sept 3

• TE Overview Sept 12

National TE Sept 13

CASAS eWORKS

Now Available - CASAS eWORKs

Great resource to:

- Assess, develop and certify your students' soft skills
- Collaborate with Title 1
- Engage with employers

Attend eWORKs training on July 24 at 9am <a href="https://www.casas.org/training-and-support/casas-live-facilitated-training-and-support/support/casas-live-facilitated-training-and-support/s

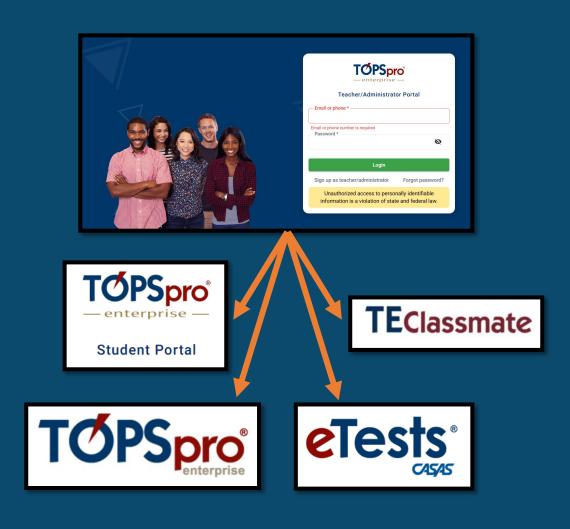
No cost for Title 2 agencies

More info: send mail to eworks@casas.org



TE Teacher Portal

- CASAS Teacher Portal is an easy-to-use, web-based application designed for teachers, counselors and administrators.
- Uses the same database in TOPSpro Enterprise (TE), and works seamlessly with Student Portal, TE Classmate, TOPSpro Enterprise and eTests.



Network Discussion Topics (1): Workforce MSG's

- Do you currently record outcomes for students in programs such as Workforce Prep and CTE?
 - If so, what outcomes do you use to document this?
 - Which specific students or programs do you target to accumulate and record the data?
 - If not, what are some things you could start observing and recording in your data to better document this?

Network Discussion Topics (2): Secondary and Post-Secondary

- Do you have any results from your agency's data that tracks learner transitions?
 - If so, do you track progress to CTE/Job Training, College, Employment or all of the above?
 - What data elements do you use to document this?
 - Any specific tracking for CTE or for College specifically?
- Have you been tracking student progress for HS credits or HSE Subsections?

Network Discussion Topics (3): Collaboration with WIOA Partners

- Do you have any results from your agency's data that shows collaboration with your partners?
 - If so, what data elements do you use to document this?
 - If not, what are some things you could start to do locally to better document regional collaboration?
 - If you are unsure what data reports might help you determine whether you are recording co-enrollment?