



# AEFLA Regional Network Meeting June 2020



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



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State Superintendent  
of Public Instruction

# Agenda

- CDE Update
  - AEO COVID – 19 updates
  - General Guidance on deliverables
- Distance Learning Update
- Remote Testing
- Local Assessment Policy
- Networking



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# CDE Update (1)

***All CDE-AEO COVID-19 Guidance and FAQ Webpage is available at the following URL***

**<https://otan.us/resources/covid-19-field-support/>**



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# CDE Update (2)

***Due by July 15, 2020:***

- End of Year Data Submission
- EOY Certification Letter
- EOY Data Integrity Report
- Payment Points Summary Report
- Adult Education Personnel Wizard
- 4<sup>th</sup> Quarter Employment and Earnings Survey



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# CDE Update (3)

- ***The date to submit year end TE data by July 15 remains firm.***
- ***Submit what you have.***



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# Distance Learning Update (1)

- With many agencies working online for **COVID-19**, many agencies are quickly adapting to implementing distance learning options.
- The CDE has a FAQ page that addresses issues for distance learning such as instructional hours and pre/post-testing

<https://otan.us/resources/covid-19-field-support/>



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# Distance Learning Update (2)

- The FAQ's address several issues related to **recording hours of instruction** .
- Facilitated online instruction can be recorded the same as “regular” instruction (using Clock Time model.)
- For educational software applications, the recommendation is to use “proxy” hours – that is assign a number of hours to each lesson or module (using Learner Mastery model).



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# Remote Testing (1)

The CDE has decided to permit California WIOA II agencies to implement **remote testing**. Agencies that choose this must have procedures to ensure:

1. The student testing can be properly identified
2. Any approved test that is administered to students is properly secured
3. The remote proctor can properly administer the test

For more information, access the CDE Memorandum on Remote Testing:

[https://www.casas.org/docs/default-source/caacct/california-remote-testing/cde-remote-testing-memorandum.pdf?sfvrsn=38c3335a\\_6?Status=Master](https://www.casas.org/docs/default-source/caacct/california-remote-testing/cde-remote-testing-memorandum.pdf?sfvrsn=38c3335a_6?Status=Master)





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# Remote Testing (2)

Visit the CASAS California Remote Testing page:  
<https://www.casas.org/training-and-support/casas-peer-communities/california-adult-education-accountability-and-assessment/california-remote-testing>

**Training & Support**  
Think of us as your adult assessment partner. We're invested in your success and are with you every step of the way.

Home > Training and Support > CASAS Peer Communities > California Adult Education Accountability and Assessment > California Remote Testing

California Remote Testing

Assessments and Curriculum

California Adult Education Program (CAEP)

CDE Beginning and End of Year Letters for Accountability Requirements

California Program Evaluation Team

Training and Networking

California EL Civics

California Employment Follow Up Survey

## California Remote Testing

**CDE Remote Testing Memorandum**  
 [CDE Remote Testing Memorandum](#)

**CASAS Multiple-Choice Tests**  
[www.casas.org/product-overviews/remote-testing](http://www.casas.org/product-overviews/remote-testing)

**EL Civics COAAPs**

File	Type	Size	Download
EL Civics COAAPs Remote Testing Guidelines	PDF	432.07 KB	<a href="#">Download</a>



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# Remote Testing (3)

## CDE Remote Testing Policy

To implement remote testing, California WIOA Title II agencies must follow the guidelines listed below:

1. CASAS assessments, GED<sup>®</sup> and Hi-SET<sup>®</sup> are the only remote tests approved at this time
2. Administrators must complete the Remote Testing Authorization Form before conducting remote testing, and submit a copy to CDE Education Programs Consultants and CASAS Program Specialists.
3. Testing Administrators or Proctors must have a certificate of completion before commencing remote assessments.
4. The testing credentials or training records of each proctor or administrator must be available to the CDE upon request for monitoring purposes.
5. California WIOA Title II funded agencies must incorporate a written standard operating procedure for remote testing into the Local Assessment Policy



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# Remote Testing (4)

## “Force Majeure”

- In response to OCTAE memo 20-3 and 20-4, all states must report students impacted by COVID-19
- Check box now included in TE
- For federal reporting, this feature will be applied at the state level after all agencies submit their EOY data in July.



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# Remote Testing (5)

- All agencies that initiate remote testing must complete the CASAS Remote Testing Agreement.
- Specify which assessments are being administered remotely and the approaches employed for remote testing.
- Send the completed pdf to your CDE Regional Consultant and CASAS Program Specialist.
- Retain a copy with your agency's Local Assessment Policy documentation.

<http://training.casas.org/mod/questionnaire/view.php?id=2910>



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# Local Assessment Policy (1)

Many of the agency level solutions for distance learning implementation include the same repeated recommendation – “Document the process in your agency’s Local Assessment Policy.”

13

[https://www.casas.org/docs/default-source/caacct/attachment-a.pdf?sfvrsn=2e4a11c3\\_30?Status=Master](https://www.casas.org/docs/default-source/caacct/attachment-a.pdf?sfvrsn=2e4a11c3_30?Status=Master)



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# Local Assessment Policy (2)

- Establish procedure for appropriate placement, and pre- and post-testing
- Maintain a calendar of the year's test dates, with specific dates as "testing dates" and make up days for those who are absent
- Specify test security and uniform administration procedures
- Identify appropriate test series and modalities, and effective strategies for ensuring learner progress
- Define procedures for hours and assessment for special programs such as distance learning



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# Local Assessment Policy (3)

- I. Training and Dissemination of Local Guidelines for Implementing State Assessment Policy
- II. Initial Orientation and Placement into Program and Instructional Level
- III. Progress Testing: Pretest and Post-Test
- IV. Use of Test Administration Manuals
- V. Training Requirements for Administering Standardized Assessments
- VI. Test Security Agreements

**Appendix C – Distance Learning  
Remote Testing Addendum**



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# Local Assessment Policy (4)

- Agency is not limited to issues included in the Local Assessment Policy template. Examples of issues to address:
  - Accommodations for disabilities
  - EL Civics
  - Additional agency security issues
  - Information about specific eTests or pencil/paper process, such as “checklists”
  - Agreements with regional partners, such as CAEP planning, WIOA MOU’s
  - **Distance Learning**





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# Local Assessment Policy (5)

**Appendix C** in the statewide assessment policy addresses issues for distance learning. Appendix C includes:

- Definition of Distance Learners
- Testing
- Curricula
- Instructional hours



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# Upcoming (Virtual) Conferences

- CWA, June 24-26

<https://workcon-2020-virtual-conference.heysummit.com/>

- COABE, last two weeks of June,  
specific session dates TBA

<https://coabe.org/conference-schedule-2020/>



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# Networking

- How have you handled student enrollment since agencies closed due to COVID-19?
- Do you have a plan for enrolling students to start PY 2020-21?
- Has student retention been an issue? Will it continue to be an issue in PY 2020-21?