



Learning and Adapting through COVID:

Success Stories from Elk Grove Adult and Community Education

Patricia Oliva	Vice Principal
Priscela Perez	Admissions Representative
Carla Slowiczek	ESL Resource Teacher

January 13, 2021
Sacramento, California

8401 Gerber Road, Sacramento, 95828
916-686-7717



Main campus on Gerber Road

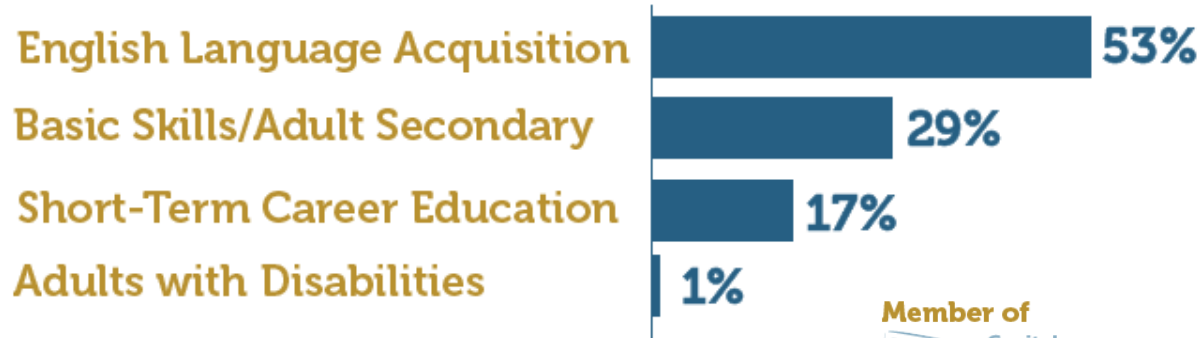
EGACE Founded in 1961:

- High School Diploma and US Citizenship classes
- Native speakers, Hispanic and Portuguese speakers
- Started with 83 adults (currently serving 857 adults)

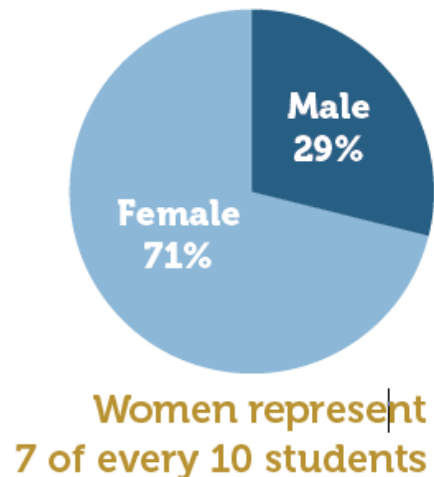
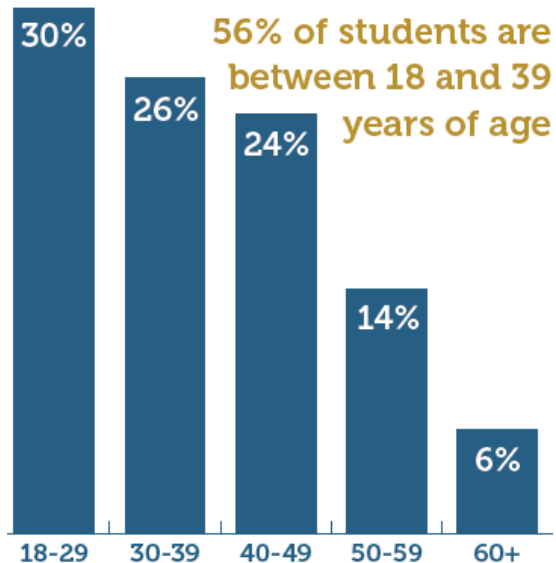
Student Demographics

2,224 Students Served 2019-20

Enrollment by Program Area



Member of
Capital
Adult Education
Regional Consortium



857 Students Served - Fall 2020

Enrollments by Program Area

- English Language Acquisition 53%
- Basic Skills/Adult Secondary 32%
- Short-Term Career Education 13%
- Adults with Disabilities 2%

Age

- 18 - 29 yrs: 26%
- 30 - 39 yrs: 26%
- 40 - 49 yrs: 21%
- 50 - 59 yrs: 11%
- 60+ yrs: 4%

Gender

- Female: 66%
- Male: 20%
- Unspecified: 14%

Remote Testing Overview

1. Chose least complicated approaches for us (based on input from staff)

- 1:1 Remote Control
- 1:1 Oral Responses
- Face-to-face: In-person at main campus (following EGUSD and County Health Department protocols)

2. Established Remote Proctor Team and Coordinated Trainings

- Diverse staff from all departments

3. Determined Testing Incentives

- ESL – All students with a pre-test received a consumable copy of Ventures textbook
- HSE students with pre and post-test that made a gain earned a free GED Test voucher

Student Book



Remote Testing

4. Scheduled Students for Pre-Testing

- Staggered by program and levels
- Returning students
- New students

5. Collected Feedback and Began Planning for Post-Testing

- Reviewed process – what worked and what didn't
- How can we improve the experience for students?
- Schedule Post-testing



6. Scheduled Students for Post-Testing

- Staggered by program and levels
- Test Continuing and promoting students

Ideas for Post-Testing

- Involve teachers - they have a lot of pull with their students
- Confirm appointments the day before (phone call)
- Repeat incentives for ASE & ESL
- Communicate with the team
- Keep a positive outlook and smile!

EGACE Remote Proctor Team

Susan Brown

Richard Cruz

Dan Davis – Lead Proctor CTE

Terri Hartman – Lead Proctor ASE

Kate Hoime

Mandy Kaur – Lead Proctor ESL

Larry Lim

Monica Mercado

Paloma Oliva

Patricia Oliva

Leonela Perez

Priscela Perez – Lead Proctor ASE/ESL

Therese Schultz

Carla Slowiczek

Judy Vu

Hashim Zahir



Training for EGACE Team

CASAS Support

- Webinars
- Videos
- Remote Proctor Certification Training
- Studied Guidelines for 1:1 Remote Control

Collaborations

- Meetings and feedback from proctor team
- Practiced from campus
- Practiced from home
- Practiced during the day
- Practiced during the evening
- On desktops
- On laptops

Certification for Remote Testing with CASAS



Certified eTests Proctors are responsible for maintaining a controlled *remote* taking a test using CASAS eTests.

Before taking this training, proctors must:

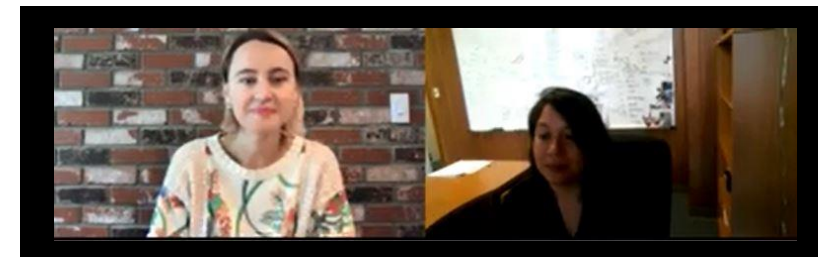
- Have **permission** to do remote testing from your state (if applicable)
- Already be **certified** as a CASAS eTests proctor - i.e., completed C/
- **Important! for California agencies**, if you are only proctoring COA

Please visit the CASAS website [Remote Testing](#) resources for requirements, testing guidelines, and approvals.

To begin, click **About This Training** below.



Remote Testing 1:1 Demonstration



Pre-Testing Schedule

- Shared Spreadsheet in Google Drive
- Each proctor had a dedicated page/tab
- Each proctor was assigned a class roster
- Proctors made phone calls to set up appointments and check tech access

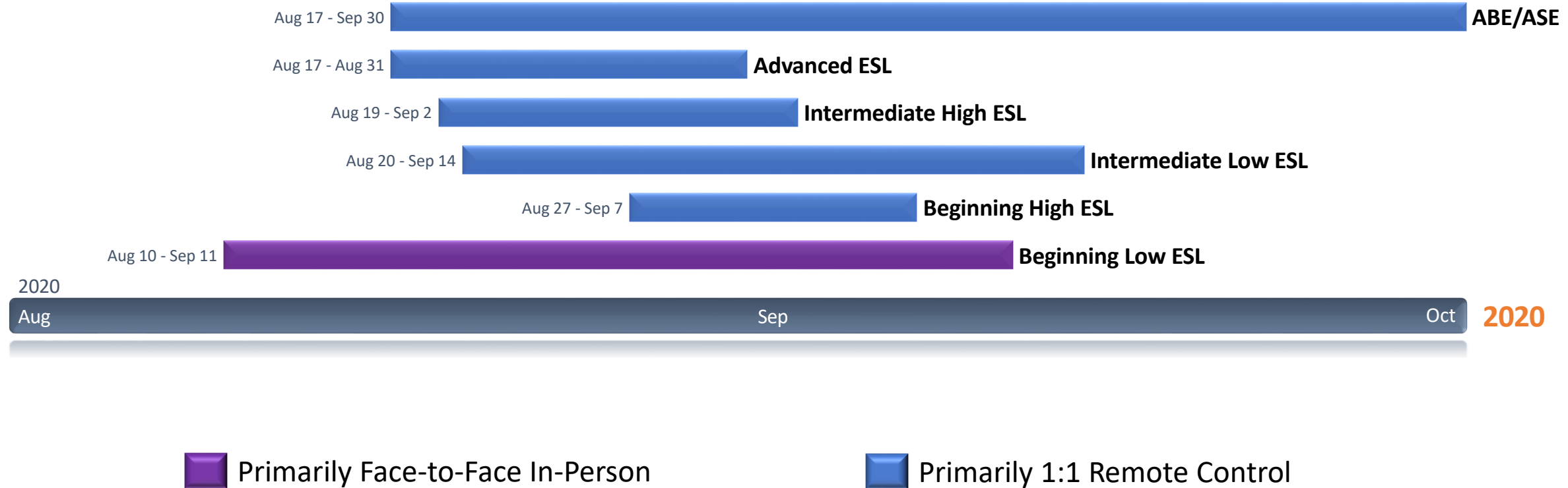
1:1 Remote Testing Schedule Template						
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90% \$ % .0 .00 123 Default (Ari... 14 B I S A						
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	A	B	C	D	E	F
1	1:1 Remote Testing Schedule					
2	Testing Day	Time	Student Name	Student ID	Notes	Zoom Invite
3	Monday 8/24/20	8:30 AM				
4		10:30 AM				
5		12:00 PM	Lunch Break			
6		12:30 PM				
7		2:00 PM				
8	Testing Day	Time	Student Name	Student ID	Notes	
9	Tuesday 8/25/20	8:30 AM				
10		10:30 AM				
11		12:00 PM	Lunch Break			
12		12:30 PM				
13		2:00 PM				
14	Testing Day	Time	Student Name	Student ID	Notes	
15	Wednesday 8/26/20	8:30 AM				
16		10:30 AM				
17		12:00 PM	Lunch Break			
18		12:30 PM	Ca. Accountability Meeting-Mandy, Terr, Pric			
19		2:00 PM				
20	Testing Day	Time	Student Name	Student ID	Notes	
21	Thursday 8/27/20	8:30 AM				
22		10:30 AM				
23		12:00 PM	Lunch Break			
24		12:30 PM				
25		2:00 PM				
26	Testing Day	Time	Student Name	Student ID	Notes	
27		8:30 AM				
28		10:30 AM				

Pre-Testing Schedule

- Schedule example: Mandy - Lead Proctor for ESL
- Practiced with team members as they came on board
- Proctors collaborated with team members to accommodate any changes to testing appointments

	A	B	C	D	E	F
1	Week of 9/21/2020					
2	Testing Day	Time	Student Name	Student ID	Notes	Zoom Invite
3	Monday 9/21/20	9:00 AM	D.T		Zoom	Needs to Reschedule
4		Remote Test practice with Susy				
5		10:00 AM	A.R		Rescheduled for 9/28 at 10:00	
6		1:00 PM	B.D		Zoom	Done
7		5:30 PM	E.G		Zoom	Done
8		7:00 PM	L.L		Zoom	Done
9	Testing Day	Time				
10	Tuesday 9/22/20	10:00 AM	Remote Test Practice with Susy			Done
11		10:30 AM	T.B		Zoom	Done
12		12:00 PM	A.C		Zoom	Done
13		1:00 PM	CAEP/CASAS Accountability- Deeper Dive: 09/22/2020 at 01:00 PM			
14		5:00 PM	N.B		Zoom	Done
15	Testing Day	Time				
16	Wednesday 9/23/20	8:00 AM	D.H		Zoom	Done
17		12:00 PM	C.H		Zoom	No show
18		12:30 PM	Remote Practice with Susy and Terri			Done
19		5:00 PM	N.M		Zoom	Done
20		6:00 PM	C.G		Zoom	Rescheduled for in person
21	Testing Day	Time				
22	Thursday 9/24/20	9:00 AM	S.R		Zoom	Done
23		10:00 AM	N.P		Zoom	Done
24		11:00 AM	L.N		Zoom	Done
25		3:00 PM	D.T		Zoom	Done
26		4:00 PM	A.S		Zoom	Done
27	Testing Day	Time				
28	Friday 9/25/20	8:00 AM	N.O		Zoom	Done
29		9:00 AM	Q.L		Zoom	Done
30		10:00 AM	X.L		Zoom	Done
31		12:30 PM				
32		4:00 PM	B.O	7090986	Zoom	No Show
33						

Pre-Testing Timeline



New Student Registration

Changes to Student In-Take Process:

- Created fillable PDF registration form
- Potential students completed PDF remotely

Adult Secondary Education:

- Google Interest form on EGACE website
- Sent registration forms to interested people
- Potential student met with counselor then was referred to ASE Lead Proctor for pre-testing

2020-21 Request for Registration in EGACE High School Classes

Please answer the following questions to begin your registration in our High School Diploma and High School Equivalency classes.

First name: *

Short answer text

Last name: *

Short answer text

ELK GROVE
Elk Grove Unified School District

The information below is used to comply with State and Federal funding requirements. All information will remain confidential.

☐ New Student ☐ Returning Student Date: _____

STUDENT INFORMATION-PRINT CLEARLY

2. Date of Birth (mm/dd/year): _____ 3. Gender: ☐ Male ☐ Female

4a. Last Name: _____ 4b. First Name: _____ 4c. Middle Name: _____

5a. Address: _____ 5b. Apt. #: _____

5c. 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: _____

11. Barriers to Employment (Mark ALL that Apply)

- a. ☐ Cultural Barriers
- b. ☐ Disabled Type: _____
- c. ☐ Displaced Homemaker
- d. ☐ English Language Learner
- e. ☐ Ex-Offender
- f. ☐ Seasonal Farmworker
- g. ☐ Migrant Farmworker
- h. ☐ Foster Care Youth
- i. ☐ Homeless
- j. ☐ Low Income

13. Labor Force Status (Mark ONE)

- ☐ Employed
- ☐ Going to be laid off
- ☐ Looking for a job: Number of months: _____
- ☐ Not employed and not seeking work

14. Education (Mark ALL that Apply)

a. Levels Completed: _____

New Student Registration

English as a Second Language:

- ASAP appointments for virtual orientation posted on school website
- Sent fillable PDF registration form and a copy of translated (native language) form for reference
 - Potential students completed reg form at home
 - Potential students emailed, sent scans or photos of their reg forms to our Admissions Representatives
- Pre-testing options for students
 - 1:1 remote control
 - In-person at main campus (one-on-one)

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STUDENT INFORMATION-PRINT CLEARLY

2. Date of Birth (mm/dd/yyyy): _____ 3. Gender: ☐ Male ☐ Female

4a. Last Name: _____ 4b. First Name: _____ 4c. Middle Name: _____

5a. Address: _____ 5b. Apt. #: _____

5c. City: _____ 5d. Zip Code: _____

6a. Home Phone: _____ 6b. Cell Phone: _____

7. Email: _____

8. Ethnicity / Race (Mark ALL that Apply)

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اطلاعات زیر برای مطابقت با الزامات منابع مالی ایالتی و فدرال مورد استفاده قرار می‌گیرد

نام خانوادگی: _____ نام کوچک: _____

اطلاعات دانشجویی - با حروف بزرگ

1. شماره دانشنامه: _____ 2. تاریخ تولد (ماه/روز/سال): _____

3. جنسیت: ☐ مرد ☐ زن

4. آدرس: _____ 5. پستال: _____

6. تلفن خانگی: _____ 7. تلفن همراه: _____

8. ایمیل: _____

9. قومیت/نژاد (همه مواردی که شامل می‌شود را علامت بزنید)

☐ اسپانیایی یا لاتین
☐ آسیایی
☐ اقیانوسیه/بومیان
☐ آفریقایی
☐ فیلیپینی
☐ بومیان آمریکا
☐ سایر: _____

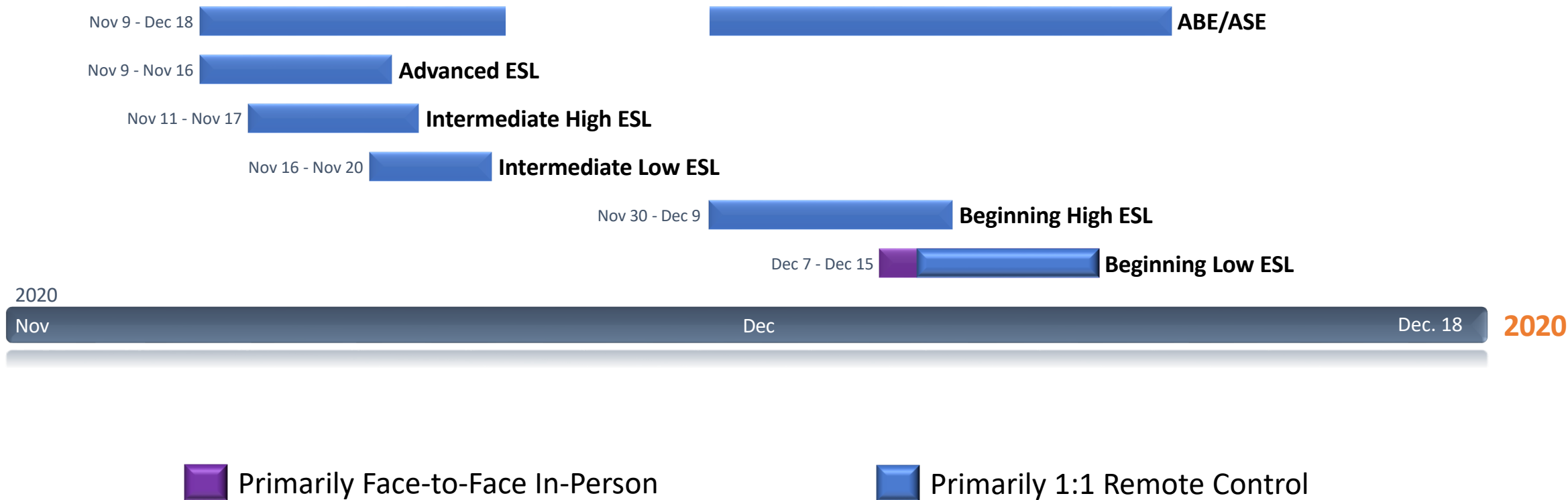
10. وضعیت اشتغال (همه مواردی که شامل می‌شود را علامت بزنید)

☐ شاغل
☐ در حال اخراج شدن
☐ در جستجوی کار
☐ بیکار و در جستجوی کار
☐ سایر: _____

11. تحصیلات (همه مواردی که شامل می‌شود را علامت بزنید)

a. ☐ مدرک دیپلم
b. ☐ مدرک دیپلم
c. ☐ مدرک دیپلم
d. ☐ مدرک دیپلم
e. ☐ مدرک دیپلم
f. ☐ مدرک دیپلم
g. ☐ مدرک دیپلم
h. ☐ مدرک دیپلم
i. ☐ مدرک دیپلم
j. ☐ مدرک دیپلم

Post-Testing Timeline



Remote Testing Quantitative Data

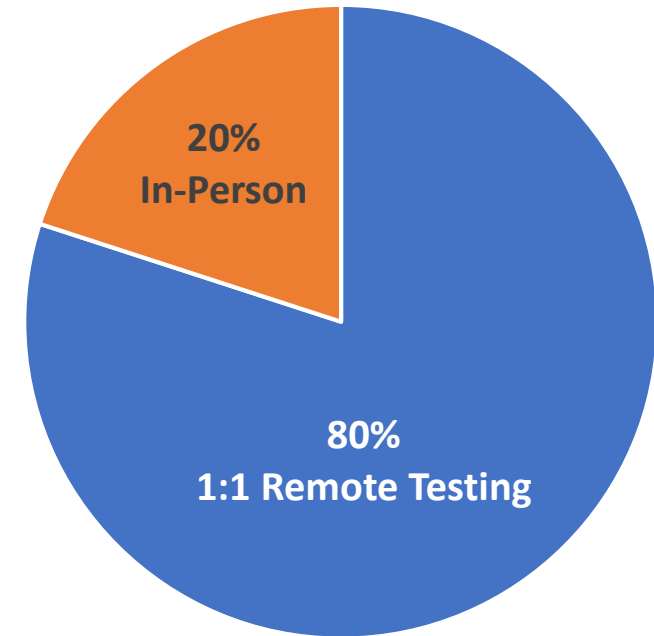
August – December 2020

605 Participants

Unduplicated

**417 with a
Pre and Post
Test**

**69%
Persister
Rate**



■ 1:1 Remote Testing ■ In-person Testing

Qualitative Data: Remote Registration and Testing

What our students said:

"Enrollment from home was easy and convenient."

"The person giving me the test helped me set up my computer."

"I always feel nervous taking the test in class, I was not nervous at home."

"Simple to enroll."

"Very nice person helped me change my test appointment."

"I learned new technology."

"I liked taking the test from home."

Thank you!

Patricia Oliva Vice Principal
poliva@egusd.net

Priscela Perez Admissions Representative
prrperez@egusd.net

Carla Slowiczek ESL Resource Teacher
cslowicz@egusd.net