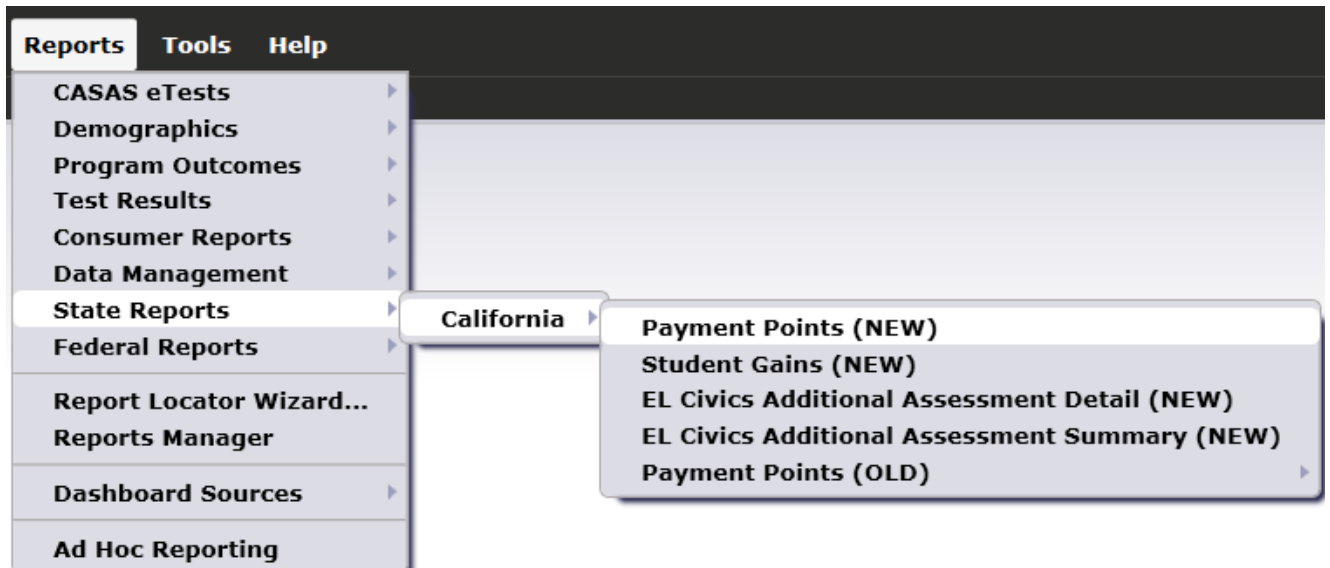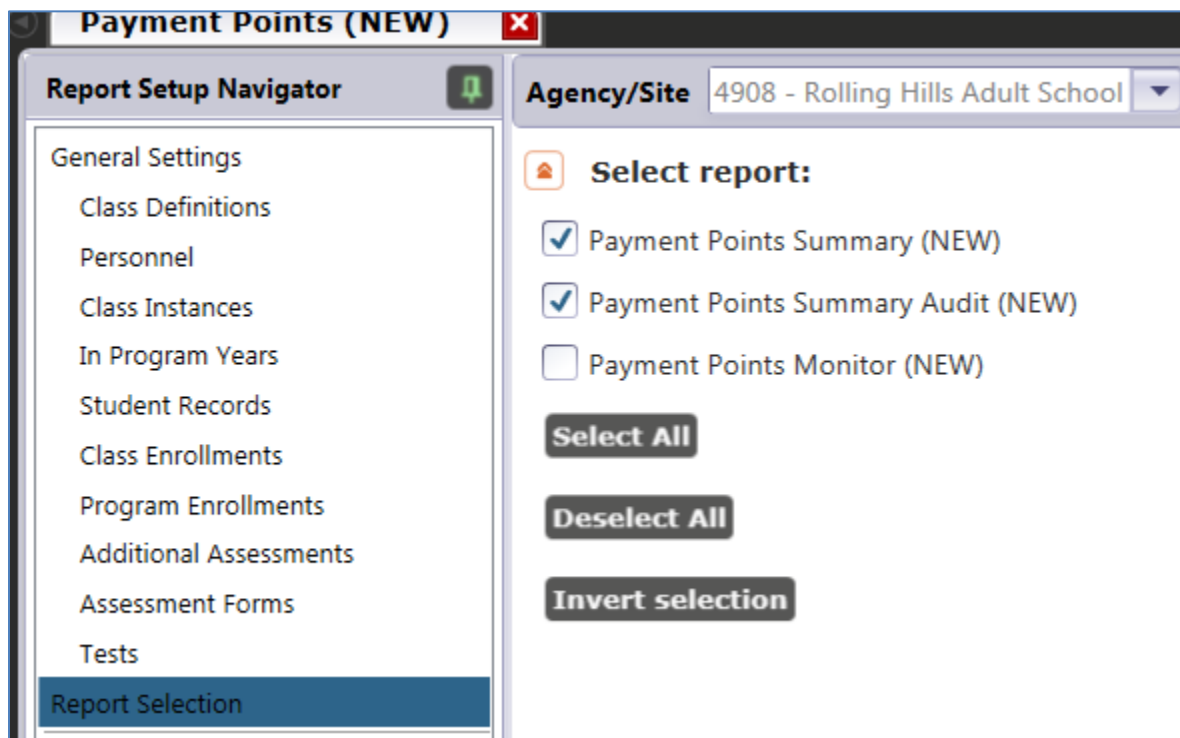# California Payment Points Reports

TE now includes four different reports to help California WIA II agencies manage their payment points:

- Payment Points Summary
- Payment Points Summary Audit
- Payment Points Data Flags
- Payment Points Monitor

1. On the Reports menu, point to **State Reports**, then point to **California**, and select **Payment Points**.

2. This opens the setup window. On the Navigator bar, select Report Selection.

3. By default, TE will generate the Summary, and Summary Audit, but will not create the Monitor unless you specify this in the setup window.

4. Leave the default selections as shown in the graphic above, and click Generate.

5. The *Payment Points Summary* report appears first. This is the report that is required for WIA II End of Year reporting. This report shows, by program and focus area, the number of qualified enrollees, number of those with paired pre- and post-tests, and, of those with paired scores, the item count and percentage of learners who achieved each payment points outcome.

CASAS — Payment Points Summary (NEW)

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02/28/2014
08:07:57

PPSR2

Agency: 4908 - Rolling Hills Adult School
Program Year: 2013-2014

Funding: ☐ 225 Funding ☑ 231 Funding
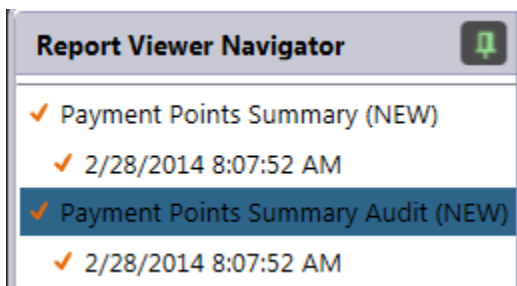☑ Civic Participation ☑ Citizenship Preparation

				Payment Points																	
			Total # of Enrollees Overall with paired scores	Benchmarks												Student Outcome Dataset					
		Total # of Enrollees Overall		Completed NRS Educational Level		Advanced NRS Educational Level		Received a GED Certificate		Received a High School Diploma		Passed CAHSEE		Passed Citizenship Interview Test		Passed Government & History Test		SOD 1		SOD 2		Total
Funding	Program/ Focus Areas			N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	PP
225/231	Basic Skills (ABE)	46	21	9	42.9	4	19.0	1	2.2	0	0.0	0	0.0									14
	ESL	232	192	116	60.4	75	39.1	1	0.4	0	0.0	0	0.0									192
	Adult Secondary Education	5	1	2	200	0	0.0	2	40.0	0	0.0	0	0.0									4
EL Civics	Civic Participation	29	17															16	94.1	10	58.8	26
	Citizenship Preparation	8	4											0	0.0	2	50.0					2
	Totals:	320	235	127	39.7	79	24.7	4	1.7	0	0.0	0	0.0	0	0.0	2	0.6	16	5.0	10	3.1	238

Number of unduplicated learners: 283

Notes: Total # of Enrollees Overall is a duplicated count of students across programs.
Percentages for GED and High School Diploma are based on total number of enrolle
All other percentages are based on total number of enrollees with paired scores.

▨ Not Applicable

6. On the Report Viewer Navigator, select Payment Points Summary Audit.

Report Viewer Navigator

✓ Payment Points Summary (NEW)
  ✓ 2/28/2014 8:07:52 AM
✓ Payment Points Summary Audit (NEW)
  ✓ 2/28/2014 8:07:52 AM

7. The *Payment Points Summary Audit* now appears. This report compares the number of WIA II records in the database to the number that met all criteria to qualify for payment points, lists each payment points drop reason, and summarizes the number of students that were dropped for each reason.

CASAS

Payment Points Summary Audit (NEW)

Agency: 4908 - Rolling Hills Adult School	Funding: ☐ 225 Funding	☒ 231 Funding
Program Year: 2013-2014	☒ Civic Participation	☒ Citizenship Preparation

Run Statistics

Number selected	347
Number included in report	283

		Duplicated Cases		Unduplicated Cases	
Dropped from entire report		#	%	#	%
01	Missing birthdate or age outside of 16-110	1	0.29	1	0.29
02	Less than 12 hours of instruction	54	15.56	54	15.56
03	Concurrently enrolled in High School/K12	6	1.73	5	1.44
04	No Gender	1	0.29	0	0.00
05	No Ethnicity/race	5	1.44	4	1.15
Number Dropped from entire report		**67**	**19.31**	**64**	**18.44**

		Duplicated Cases		Unduplicated Cases	
Dropped from 225/231 Section		#	%	#	%
06	No accurate placement test or self-reported ASE High level	66	19.02	66	19.02
09	ESL Learner pretest score at ASE educational functioning level	0	0.00	0	0.00

		Duplicated Cases		Unduplicated Cases	
Dropped from EL Civics Section		#	%	#	%
15a	Incomplete EL Civics Outcome datasets	1	0.29	1	0.29
15b	Incomplete Civic Participation Outcome dataset	20	5.76	19	5.48
15c	Incomplete Citizenship Preparation Outcome dataset	6	1.73	5	1.44
17	EL Civics student in non-ESL program	1	0.29	0	0.00
18	Unfunded Payment Point	0	0.00	0	0.00
19	AA passed and highest test score below 180	3	0.86	0	0.00
Number Dropped from EL Civics Section		**31**	**8.93**	**25**	**7.20**

8. Return to the report setup tab and refer to Report Selection.

Report Setup Navigator	🔢	Agency/Site 4908 - Rolling Hills Adult Scho

General Settings
   Class Definitions
   Personnel
   Class Instances
   In Program Years
   Student Records
   Class Enrollments
   Program Enrollments
   Additional Assessments
   Assessment Forms
   Tests
Report Selection

Select report:

☐ Payment Points Summary (NEW)
☐ Payment Points Summary Audit (NEW)
☑ Payment Points Monitor (NEW)

Select All
Deselect All
Invert selection

9. On the Report Viewer Navigator, select Payment Points Data Flags.

10. **Payment Points Data Flags** now appears. This report displays several data items important for payment points attainment. Some items are critical, while others are just informational – critical items are marked with a flag ⚑.

CASAS

Agency: 4908 - Rolling Hills Adult School   **Program Year:** 2013-2014

Run Statistics	
Students selected:	347
Students dropped from report:	64
⚑ Students dropped due to missing enrollment in a WIA II class:	10
Students included in report:	283

Data Flags (conditions for specific PP attainment)	#	%
⚑ C1 Passed GED and earned GED PP but did not complete a level	1	0.35
⚑ C2 Earned HS diploma PP but did not complete a level	0	0.00
⚑ C4 EFL placement in ASE High but did not earn HS diploma or GED	0	0.00
⚑ C6 Earned HS diploma or GED – no EFL placement in ASE High	7	2.47

11. Click Invert selection. This will deselect the three reports we just generated, and check the box for Payment Points Monitor. Click Generate.

12. The *Payment Points Monitor* provides a more detailed account of an agency's payment points, listing all outcomes for each student, as well as the specific assessments in the database that serve as each person's pretest and post-test for payment points purposes.

CASAS

Program Year: 2013-2014   **Agency:** 4908 - Rolling Hills Adult School

DR	FA	Student	Instructional Program	Completed	Advanced	GED	HS	CAHSEE	G & H	CIT	SOD 1	SOD 2	Pretest Form	Pretest Score	Pretest Level	Pretest Site - Class	Posttest Form	Posttest Score	Posttest Level	Posttest Site - Class	Gain	SOD1 Form	SOD2 Form	U	T	D
03	4	049485858 McGarnagle, Carey D	GED	*		*							037M	236	ASE L	1 - 3	Completed							75	0	0
06	1	29120899 Guzman, Elizabeth	ESL								*											046C		55	0	0
01	1	298349872 River, Autumn	Basic Skills (ABE)	*	*								085R	226	ABE 4	1 - 1	086R	237	ASE L	1 - 1	11			39	0	0
03	1	34286756 Rivera, Socorro	ESL	*									083R	215	ESL 5	6 - 003	084R	220	ESL 5	6 - 003	5			81	108	0
06	1	43114213 Montoya, Miguel	ESL								*											046C		70	0	0
05	1	571571367 Salvador, Nina	ESL	*	*								082RX	200	ESL 3	11 - 110	081RX	204	ESL 4	11 - 110	4			176	0	0
05	1	587789996 Sufez, Ricky	ESL	*	*								185R	225	ESL 6	11 - 111	187R	242		11 - 111	17			85	0	0
02	1	62120184 Perez, Elvia	ESL							*	*											028C	030C	0	10	0
06	1	87126914 Xu, Xing	ESL								*											001C		50	0	0
05	1	876034251 Barak, Atsede	ESL	*	*								083R	209	ESL 4	6 - 003	084R	213	ESL 5	6 - 003	4			36	0	0
02	4	938598358 Groznik, Joe L	GED			*																		0	0	0
02	1	96191583 Aguilar, Lisa	ESL								*											028C		0	0	0
02	1	987459744 Cork, Josh P	Basic Skills (ABE)	*									035M	212	ABE 3	1 - 1	036M	220	ABE 3	1 - 1	8			0	0	0
		Total learners in this group:	13																							

Note: Asterisks denote potential payment points not awarded due to not fulfilling a specific NRS criteria.

DR = Drop Reason
FA = Focus Area
U = Update hours
T = Test hours
D = Daily hours

Focus Area
0 = No Focus   4 = Adult Secondary Educatio
1 = ABE/ESL   5 = Civic Participation
2 = Vocational Litera 6 = Citizenship Preparation
3 = Family Literacy