



COLLABORATING TO BETTER SERVE  
THE EDUCATIONAL NEEDS OF ADULTS

# Adult Education Block Grant Webinar September 18, 2015

<http://ab86.cccco.edu>

# Agenda for Today

- MOE & Consortia allocations update
- AB104 Background –Membership & decision making
- Adult Education Block Grant Reporting Toolkit
- 3 Year Consortium Plan Amendment
- Annual Plan Template
- Summit Update And Technical Training
- Next Steps

# MOE & Regional Allocations

- MOE has been released.
- Regional Consortia Formula – has been posted and is in process for release to fiscal agents.
- Allocation variables and census data has been posted.
- The AE Block Grant started July 1, 2015.
- Release of funding is not a condition of submission of the templates. However, the State can suspend funding if deliverables are not received.

## MOE Allocations

- LEAs are required to fulfill the following criteria in order to receive an apportionment:
- **Per *EC* Section 84908(a)(1), be a member of a consortium.**
- **Per *EC* Section 84906(a), have approved an adult education plan that addresses that fiscal year, with detailed information as specified in *EC* Section 84906(b).**
- Per *EC* Section 84913, use these funds on only the seven following areas:
  - Elementary and secondary basic skills, including classes required for a high school diploma;
  - Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation;
  - Programs for adults, including older adults, for entry or reentry into the workforce;
  - Programs for adults, including older adults, to develop knowledge and skills to assist elementary and secondary school children to succeed academically;
  - Programs for adults with disabilities;
  - Short term career technical educational programs with high employment potential;
  - Programs offering pre-apprenticeship training, in coordination with apprenticeship program(s), as specified.

## Governance Questions

- A member can that be more than one person designated by the board?
- In the case of the COE, they indicate that their designated official would not be approved/appointed by their Board but rather by the Superintendent.
- A proxy can come and vote if a member is unable to make the meeting?
- Is there clarity as to whether or not Brown Act processes are clearly required or is it just the spirit of the Brown Act that's required?
- Do all partners/members/consortia involvement need to be officially approved before submitting Annual Plan on Oct 31?

## Membership

84905: The Chancellor and Superintendent, with the advice of the executive director, shall approve, for each consortium, rules and procedures that adhere to all of the following conditions:

- Any CCD, SD, or CoE, or any JPA consisting of CCDs, SDs, CoEs, or a combination of these, located within the boundaries of the AE region shall be permitted to join the consortium as a member.
- As a condition of joining a consortium, a member shall commit to reporting any funds available to that member for purposes of education and workforce services for adults and the uses of those funds.
- A member of the consortium shall be represented only by an official designated by the governing board of the member.

## 94916 - Membership

- CCDs, SDs, CoEs, and JPAs must be members of the consortium if they receive funds from:
  - Adults in Correctional Facilities Programs;
  - WIOA, Title II;
  - Carl D. Perkins CTE Act;
  - LCFF apportionments for students 19+;
  - CCD apportionment
  - State funds for remedial ed and job training for CalWORKS participants.
- \*\*Not including subcontractors

# Decision-Making 84905...

- Decision making procedures are specified that ensure that all of the following conditions are satisfied:
  - All members shall participate in any decision made by the consortium.
  - A proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment.
  - The consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and any comments submitted by members of the public have been distributed publicly.
  - A decision is final.



# Adult Education Block Grant Reporting Toolkit

- Governance Template
- Amended Three-Year Consortia Plan Template and Guidance
- Annual Plan Template and Guidance
- Workbook for Annual Plan, Sections 3 and 5 (now updated to include up to 20 consortium members)
- Toolkit Instructions

## Other Toolkit Pieces

- MOE Allocations
- Consortia Allocations
- Regional Consortia Allocation Formula, including explanation and census variables by region
- Training Dates / Regional Workshops

## Coming Soon! Toolkit Cookies

- Technical Guidance Document
- AEBG Overview PowerPoint for your local board Block Grant Face Sheet Package
- AB 104 FAQs
- Adult Education Funding Chart (including Adult Perkins, CalWorks, WIOA Title II, CCD Apportionment and more)

## Amended 3 Year Consortium Plan - Instructions

- 2.1: This Executive Summary will form the backdrop for the State Agency's understanding of your planning for the three years of AB104 funding.
- 2.3a, b, c, d, and e: These are new elements included in AB104 and were not have been addressed in the AB86 Plans. Descriptions of your efforts in these areas are needed in order to adapt your AB86 Final Plan to AB104 requirements, per the legislative mandate.
- 2.3f and g: These elements were described in your AB86 Final Plan. You have the option to provide any updates you feel are relevant for understanding your consortium's overall AB104 AEBG Three-Year Plan and subsequent Annual Plan for 2015-16.

# 3 Year Plan Amendment – Page 1

## Section 2: Three-Year Plan Summary

- 2.1 Provide an Executive Summary of your consortium's AB86/104 Plan vision and goals (updated as appropriate). You can attach your summary or enter it below. Please see the Guidance document for attachment instructions.
- 2.2 Provide updates and changes to your submitted AB86 Final Plan regarding Objectives 1 and 2. It is not necessary to reiterate or attach these sections from your AB86 Final Plan to this document. You can attach your description or enter it below. Please see the Guidance document for attachment instructions.
  - **NOTE: The updates shall include data and changes regarding the seven program areas in AB104 (5 of which were in AB86):**

# 3 Year Plan Amendment – Page 2-3

## 2.3

- 2.3a Placement of adults (including but not limited to older adults) seeking education and workforce services (REQUIRED)
- 2.3b Programs offering pre-apprenticeship training conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards. (REQUIRED)
- 2.3c Programs for adults (including but not limited to older adults) that are primarily designed to develop knowledge and skills to assist elementary and secondary school children to succeed academically in school. (REQUIRED)
- 2.3d Collection and availability of data (REQUIRED)
- 2.3e Qualifications of instructors (including common standards across entities) (REQUIRED)

# 3 Year Plan Amendment – Page 3

- 2.3f Alignment of academic content and curricula (OPTIONAL)
- 2.3g Alignment of educational services supported by this grant (OPTIONAL)
- Signed off by consortium membership

# Questions

- What if we received MOE for an agency that is not included in our original consortium plan? Must we resubmit the entire plan or just the part that includes this new agency?
- If we don't have strategies to address the new program areas...are we required to develop strategies for the new program areas, or is it optional?



## Annual Plan Template for 2015-16

Section One - Consortium/Member Contact Information, Organizational Chart, and Fiscal structure description

Section Two - Executive Summary describing how your 2015-2016 activities help you achieve the outcomes envisioned in your 3-year Consortium Plan.

Section Three - Separate spreadsheet for funding by member rolled up to consortium – includes Allocation schedule

Section Four - Action Plan by objective/activity

Section Five – Estimated Budget by Objectives

Section Six - Baseline & targets for measures, and a description of regional assessment & data collection practices.

## Annual Plan Template for 2015-16 – Section 2

- **Section 2: Plan Summary for Program Year 2015-16**
- 2.1 - In this space here, provide a narrative summary of what the main characteristics of your Consortium system of what your Adult Education system will look like after your first year of efforts.
- The elements of this are expected to include (but are not limited to): description the milestones you expect to have achieved by the end of year-one and how they tie into the three-year vision and goals described in your AB104 AEBG Three-Year Plan, and shows how the Members of the Consortium are included and collaborating to achieve these milestones.
- **NOTE: The Executive Summary for each Consortium will be posted on the AEBG website and included in the Fall Report to the Legislature.** If this intended audience were to look at your regional Adult Education system in June 2016, what characteristics would they see and hear about?

## Annual Plan Template for 2015-16 – Section 3

- **Section 3: Consortium Services and Funding Allocations**
- 3.1 Please identify the types of services your Consortium will provide, and the funding that will go to support these efforts. Information about levels of service will be gathered in Section 6. Using the **Section 3 Workbook** linked here, there are spreadsheets for each Consortium. The spreadsheets will automatically be totaled together to provide the Consortium level figures on the Roll-up Page of the Workbook.
- Next slide - screen shot of member spreadsheet tab .



# AB104 Member Allocation Form – Table 1

**Table 1: Consortium Membership and AEBG Regional Allocations**

	Regional Consortium AEBG Allocation	
	MOE	Remaining Consortium Allocation
<member name>	\$0	\$0
<member name>	\$0	\$0
<member name>	\$0	\$0
<member name>	\$0	\$0
<member name>	\$0	\$0
<member name>	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>





# Coming Soon!

- Adult Education Funding Chart (including Adult Perkins, CalWorks, WIOA Title II, CCD Apportionment and more)





## Annual Plan Template for 2015-16 – Section 4

- **Section 4: Overview of 2015-16 Action Plans**
- The activities carried out by Consortia around the state to achieve the vision and goals and objectives of *Partnering for a Strong California Workforce* is a valuable opportunity to learn about what works, what doesn't work, where and with whom, and to identify ways to improve systems everywhere.
- The state will be as interested in what can be learned through your efforts regarding the outcomes for students as a result of implementation of your plan. What you learn from your activities will be part of the report supplied at the end of the program year.
- The AB86 Objectives 3-7, which form the basis for the AB104 goals and activities, have been adapted to the current AB104 context. For the original text, please refer to your AB86 Plan.

## Annual Plan Template for 2015-16 – Section 4.1

- 4.1 **Objective #3:** Integrate existing programs and create seamless transitions into postsecondary education or the workforce.
- 4.1a. Provide a description of your **Regional Assessment Plan**, i.e. how students will be appraised, placed, assessed, etc. into the regional adult system, as they progress, and as they move among the various schools. What tools and vendors will you be using for these activities?
- 4.1b Describe how you will track student enrollment, demographics, and performance. What system(s) will you be using? How will you collect the data from the student/classroom level? How will this system enable you to meet the targeted program outcomes?
- 4.1c List other activities to integrate existing programs and create seamless transitions into postsecondary education and/or the workforce.

## Annual Plan Template for 2015-16 – Section 4.2-4.3

- **4.2 Objective #4:** Activities to address the gaps identified in Objective 1 (evaluation of *current levels and types of adult education programs* within its region, and Objective 2 (evaluation of *current needs* for adult education programs within the Consortium's region.), updated in your Updated AB104 3-year Plan.
- **4.3 Objective #5:** Employ approaches proven to accelerate a student's progress toward his or her academic or career goals, such as contextualized basic skills and career technical education, and other joint programming strategies between adult education and career technical education.

## Annual Plan Template for 2015-16 – Section 4.4-4.5

- **4.4 Objective #6:** Collaborate in the provision of ongoing professional development opportunities for faculty and other staff to help them achieve greater program integration and improve student outcomes.
- **4.5 Objective #7:** Leverage existing regional structures, including, but not limited to, with local workforce investment areas.

## **Section 5: Estimated Budget by Objective**

- Provide an estimate of the budget the Consortium will plan to expend in order to carry out the activities (including those not listed above) for each Objective. It is understood that these figures will change over the course of implementation, so this would be your best estimate at this time.

## Section 5: Estimated Budget by Objective

Consortium Member Rollup Table by Objective and Fund Source							
Member Name		Obj. 3: Seamless Transition	Obj. 4: Gaps in Services	Obj. 5: Accelerated Learning	Obj. 6: Professional Development	Obj. 7: Leveraging structures	Total
Regional Consortium AEBG Allocation	MOE						
	Remaining Consortium Allocation						
Adult Perkins							
WIOA Title II (Adult Education & Literacy)							
CalWorks							
LCFF (19 & older)							
CCD Apportionment							
Adults in Jail (K-12/COE Only)							
Total							

**EXAMPLE**

## Section 6.1: Levels of Service and Assessment of Effectiveness

- 6.1: Provide a **roll up** for all Consortium Member organizations of the number of student served in Program Year 2013-14 by program, as identified in your AB86 Final Plan. Estimates are acceptable for the new AB104 categories:
  - Adults training to support child school success
  - Older Adults in the workforce
  - Students un pre-apprenticeship programs
- Then provide an projected target number of students that you hope to serve in Program Year 2015-16. Program Year 2015-16 will establish a new baseline for performance evaluation over the course of the AB104 3-Year Plan.



# Section 6.1: Levels of Service and Assessment of Effectiveness

Number of students served, by program type	Baseline for 2013-14 from AB86 Final Plan	Target for 2015-2016	Notes
Adult Education (ABE, ASE, Basic Skills)			
English as a second language			
Pre-apprenticeship training			
Career and Technical Education			
Adults training to support child school success			
Older Adults in the workforce			
Adults with Disabilities			
Total			

## Section 6.2: Levels of Service and Assessment of Effectiveness

- 6.2: Reflecting on your past performance achievement, set a target for each of the performance measures in this chart. Program Year 2015-16 will establish a new baseline for performance evaluation over the course of the Three Year Plan.
- These performance measures are based on AB104 performance measures for effectiveness and align with the Federal Adult Education program in WIA/WIOA, Title II performance measures that are available to date.

# Section 6.2: Levels of Service and Assessment of Effectiveness

Performance Measures	Target for 2015-2016	Notes
For WIOA students - % that make substantive gains in literacy (as established by WIA test protocol) for those who had this goal during the current program year.		
For Non-WIOA students - % that achieve course completion for those who had this goal during the current program year.		
% Completion of HSD or Equivalent, for those who had this goal during the current program year.		
<i>% Transition from K-12 adult to post-secondary.</i>		
<i>% Transition from non-credit to credit in post-secondary.</i>		
<i>% Attain Pell Grant eligibility (including Ability to Benefit eligibility)</i>		
% Completion of post-secondary certifications, degrees, or training programs, for those who had this goal during the current program year.		
% Placed in jobs, for those who had this goal during the current program year.		
% With increased wages, for those who had this goal during the current program year.		

## Section 6.3: Levels of Service and Assessment of Effectiveness

- 6.3 List and describe any additional measures your Consortium will be tracking in order to gauge the impact of the Consortium's plan efforts (Optional). This information may help others as we continuously improve our systems across the state. Response to this item is optional.
- 6.4 List and describe the approaches or measures you as a Consortium will be looking at to evaluate the effectiveness of your Consortium. (Required). Are there other actions or qualities you will look at to assess the effectiveness of your own Consortium, and/or that you would recommend to the state?

# AEBG Summit 2015



Save the Date

- September 24-25, 2015 – Sacramento CA.
- Sheraton Grand – 1230 J Street.
- 9/24– 8:30am registration.
- 9/25– end at 12:00 noon.
- Hotel/travel/incidentals on your own.

## Technical Training Workshops

- AEBG Summit (Sept.)
- Folsom Adult School (Sacramento) – 9/29
- Berkeley Adult School – 10/1
- Mt. San Antonio College – 10/13
- Vista Adult School – 10/29
- Sacramento County Office – 11/3
- Registration link for regional workshops in newsletter.

## Next Steps / Deliverables

- Finish up on your Governance Plan
- Review toolkit
- Begin work on the toolkit deliverables
- September Summit event
- Keep current with updates via the newsletter & eblasts.
- Watch for the release of new products.
- Training/technical assistance
- Deadline is 10/31/15 (but can submit sooner).

# AB86

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