

**STATE WORKFORCE INNOVATION COUNCIL (SWIC)
EDUCATIONAL REVIEW COMMITTEE (ERC)**

March 15, 2012

8:30 – 11:30 a.m.

Indiana Government Center South

Conference Room 12

Indianapolis, IN

Present: Dan Clark, James Dunn, Sandy Hartz, Leroy Jackson Jr., Rebecca Nickoli, and Derek Redelman

Absent: Teresa Lubbers, Dennis Rohrs, Debra Williams

Also Present: From the Indiana Department of Workforce Development (DWD): Dr. Gina DelSanto, Jaclyn Dowd, Marie Mackintosh, Chris Deaton, Megan Baker, Brenda Johnson, Amanda Brewer, and Donna Lovelady

The meeting was called to order by Dan Clark, at 8:41 a.m. A quorum was present to conduct committee business.

No public comments were made.

The March 1, 2012 meeting minutes (see handout) were presented for approval. Motion to approve the minutes as presented was made by Derek Redelman; seconded by James Dunn. All were in favor and the motion was approved.

ADULT EDUCATION

GED+ Summit Report:

Marie Mackintosh gave a brief overview of the March 7, 2012, summit which included promising practices and challenges. Attendees sought to develop local and/or statewide solutions on issues such as: Career Pathways partnerships; performance metrics alignment between partners/programs; payment schedule; and marketing/awareness. Ms. Mackintosh reported overall positive feedback from the summit.

Adult Education Policy

Jaclyn Dowd presented two proposed Adult Education policies for approval or denial by this committee. Ms. Dowd pointed out that the U. S. Department of Education (USDOE) must review and approve these policies.

DWD Policy (Draft): Indiana's Assessment Policy for Adult Education (see handout).

Changes made to this policy relate to the use of the TABE (Tests for Adult Basic Education) and the GED (General Educational Development) Tests.

TABE—Standard Assessment Procedure for Measuring Educational Gains

1. Effective July 1, 2012, ABE programs and WorkOne offices may administer either TABE's Survey or Complete Battery to measure ABE skills in math, reading and language.
2. Interpreting test results and their impact on placement of students.

Discussion

The committee discussed the use of the TABE Survey versus the entire TABE battery. It takes approximately three hours to take the battery; the survey takes about ninety minutes. Both instruments cover the same subjects, but the Survey has fewer questions. Both the Survey and the battery provide a detailed breakdown of the student's comprehension of the tested subjects. Ms. Dowd reports that feedback from the field shows a preference for using only the Survey for WIA Youth and WorkOnes. Adult educators have mixed reviews of the Survey, believing in some cases the battery gives a more thorough picture of the student's skills and is preferred for developing an adult learning plan. DWD will encourage the use of the Survey, but will leave the decision of Survey vs. battery to the region and consortium.

GED

Programs are strongly encouraged to use GED as a measure of ASE high instead of using a TABE posttest.

Discussion

Dan Clark questioned the language of the policy, ("strongly encourages"), when referring to the use of the GED. After reviewing this portion, the committee decided to remove it from the proposed policy. Derek Redelman asked what level on the TABE indicates readiness to sit for the GED Tests. Ms. Dowd responded that a student at the 10th-11th grade level on the TABE can sit for the GED Tests.

Mr. Redelman asked if the GED Tests results can be equated to grade levels. Dr. DelSanto replied a valid crosswalk is not currently available.

Dan Clark called for a motion on the Assessment Policy. Rebecca Nickoli moved that the policy be accepted as amended; Leroy Jackson seconded this motion. All were in favor and the motion was approved.

DWD (Draft) Policy: Distance Education (see handout). Change made to this policy relates to the Distance Education curricula and online tools approved for use in the field. If a program or region wishes to use other curricula, it must be approved by the Senior Director.

Discussion

Rebecca Nickoli asked how the identity of the distance education student is confirmed to ensure test-taker validity. Ms. Dowd said that the student must physically show up for pre- and post-testing at a WorkOne or Adult Education site. A query was posed about whom to consider as a distance education student. The policy draft designated the distance education student as one who has participated in distance education for at least 51 percent of the instructional time in a program year, as required by USDOE. It was determined that the policy should make provision for future changes in requirements made by the U. S. Department of Education.

Derek Redelman moved that this policy be accepted as amended; James Dunn seconded the motion. All were in favor and the motion was approved.

ADULT EDUCATION GRANT CONTINUATION

Funding Formula, Allocations and Reimbursement Schedule

Discussion

Jaclyn Dowd opened the discussion by directing the committee to the AE Reimbursement Schedule for ABE/ASE/ESL/ASC handout. Those programs which perform well, according to the schedule, will receive more funding. This schedule encourages programs to help students move through the system quickly while attaining appropriate outcomes, (see Funding Formula for ABE & GED+ and EL/Civics).

Sandy Hartz asked what would become of programs/regions that continue to fall short in meeting the 85% allocation. Dr. DelSanto believes that many providers, if not regions, will reach 85% in the next program year. Some regional practices will be changed to enable growth.

Ms. Hartz observed that the reimbursement schedule's emphasis on time used to attain outcomes may discourage providers from serving lower-level students who will take longer to move through the AE system. Ms. Dowd replied that this highlights the importance of consortium partnerships in which literacy partners can focus on those with more intense education needs at the lowest levels of educational achievement. Dr. DelSanto reminded the committee that the incentive program does not address those at lower levels of learning. There are other agencies to prepare this population for entering the AE system.

The upcoming program year will be the final year of a three year grant continuation for Adult Education. EL/Civics will have a grant competition in the 2012-13 program year.

Ms. Dowd stated that DWD needs the committee's approval for the funding formula, allocations and reimbursement schedule. Mr. Clark asked how long this approval would be in force; Ms. Dowd said the formula, allocations and reimbursement schedule would be reviewed annually. She also informed the committee that the components discussed in this meeting would be part of the Indiana Adult Education State Plan to be submitted to USDOE.

Dan Clark called for a motion to approve the funding formula, allocations and reimbursement schedule. James Dunn moved that this motion be accepted; Leroy Jackson seconded the motion. All were in favor and the motion was approved.

Innovation Fund

Discussion

DWD has allocated \$1,200,000 in funding for each region to support innovative approaches for the design and delivery of adult education. Each region may send a proposal describing how it plans to design and implement DWD-identified best practices such as: speed to level gains, student retention and completion, and technology enhancements, (see *Innovation fund Categories, Components, and Fundable Activities* handout for more complete description).

Leroy Jackson moved to accept the local plan guidance of the innovation fund. Rebecca Nickoli seconded the motion. All were in favor and the motion was approved.

State Plan

Jaclyn Dowd informed this committee that the local and regional components discussed today become part of the overall AE State Plan, which will be publicly posted. At this time, DWD is awaiting USDOE's endorsement of its performance metrics, which are to be included in the State Plan.

DWD is seeking this committee's approval for inclusion of the allocations and funding formula for ABE, GED+, and EL/Civics and the innovation fund into the AE State Plan.

Rebecca Nickoli moved to approve the State Plan as described above; Leroy Jackson seconded the motion. All were in favor and the motion was approved.

INTRAINING

Brenda Johnson initiated discussion of a potential new service provider, Education Beyond All Barriers. The committee has asked for additional information before considering this provider.

Next, Ms. Johnson presented the training program for Solidworks Associate certification. DWD is recommending denial of this program because it does not meet the definition of occupational skills training. (See *Training Provider Updates* handout for more information.)

Leroy Jackson moved to follow DWD recommendation to deny the Solidworks program; James Dunn seconded the motion. All were in favor, with one abstention*, and the motion was approved.

Ms. Johnson provided the committee with the INTraining monthly activity report, (see handout).

Subsequent Eligibility Statistics

Marie Mackintosh provided the subsequent eligibility statistics, along with the 2009-2010 INTraining Program Year Study, (see handouts). Ms. Mackintosh stated that incomplete data correlates with many providers being dropped from the list; data matching among partner agencies needs to improve in the coming months.

Dr. DelSanto proposed meeting with Dan Clark, Teresa Lubbers and an Ivy Tech representative to address the data issue. Mr. Clark suggested that FERPA (Family Educational Rights and Privacy Act) may impact the data matching.

With no further action to be taken by the committee the meeting adjourned at 11:30 a.m.

*Rebecca Nickoli

Meeting handouts are available upon request.

Please send the handout title(s) or topics to: dlovelady@dwd.in.gov.