

*WIA I/EL CIVICS
NETWORK MEETING*

February 2008

WIA II Consortium Webcast

- **Date:** Tuesday, February 26, 2008
- **Time:** 9am-10am OR 11am-12pm
- **Audience:** Administrators, WIA II Coordinators and Lead Teachers
- **Location:** **Webcast**--staff members should gather and access the Webcast as a group.
- **Webcast Registration:** www.casas.org
Access aired Webcast 2-29-08: www.casas.org

WIA II Consortium Webcast Focus Groups

- February 27-March 11th
- Registration: www.casas.org
- Select subject areas and times
- Times: 12:30-1:30 OR 3:30-4:30
- Subject Areas: ABE, ESL, ASE, CAHSEE, EL Civics, Citizenship Preparation, Civic Participation, Special Education, Distance Learning, CBOs, 225 Jail Programs, Data Integrity

WIA II Training Requirements

- **Each year:**

At least 1 person from each WIA II agency must attend Implementation Training, Accountability Training and TOPSpro Training.

All newly hired staff with WIA II responsibilities are also encouraged to attend.

- **Before Administering CASAS Tests:**

Staff responsible for administering CASAS tests must receive training:

- a. at an Implementation Training

OR

- b. by a local facilitator who has attended Implementation Training.

Upcoming Statewide CASAS Regional Trainings

- **Mar 13-14**

Metropolitan Adult Education

760 Hillsdale Avenue, Bldg.400
San Jose, CA 95136

Day 1

- 8:30 a.m. to 12:30 p.m. Basic Assessment Training
- 1:30 p.m. to 4:00 p.m. California Accountability

Day 2

- 8:30 a.m. to 12:00 p.m. TOPSpro Basics
- 1:00 p.m. to 3:30 p.m. TOPSpro Special Topics

(San Jose only/Sacto Basics 8:30-3:30)

- **April 24-25**

Old Marshall Adult School

2718 G Street
Sacramento, CA 95816

Web Training Schedule Implementation

Workshop	Date	Day	Time (PST)
1.1 IT Module I	2/19/08	Tuesday	10:00 AM – 11:30 AM
1.5 Developing Lesson Plans	2/19/08	Tuesday	3:00 PM – 5:00 PM
1.3 CASAS Appraisals	2/20/08	Wednesday	1:30 PM – 2:30 PM
1.8 EL Civics Additional Assessments	2/21/08	Thursday	1:30 PM – 2:30 PM
1.6 Citizenship Interview Test	3/7/08	Friday	9:00 AM – 1:00 PM
1.9 EL Civics Oral Assessments	3/11/08	Tuesday	3:00 PM – 4:00 PM
1.1 IT Module I	3/20/08	Thursday	10:00 AM – 11:30 AM
1.2 IT Module II	3/20/08	Thursday	1:30 PM - 3:00 PM

Web Training Schedule Implementation, cont.

Workshop	Date	Day	Time (PST)
1.8 EL Civics Additional Assessments	4/1/08	Tuesday	9:00 AM – 10:00 AM
1.1 IT Module I	4/1/08	Tuesday	1:30 PM – 3:00 PM
1.2 IT Module II	4/8/08	Tuesday	10:00 AM – 11:30 AM
1.7 CASAS eTests	4/8/08	Tuesday	1:30 PM – 2:30 PM
1.1 IT Module I	4/16/08	Wednesday	10:00 AM – 11:30 AM
1.2 IT Module II	4/16/08	Wednesday	1:30 PM – 3:00 PM
1.9 EL Civics Oral Assessments	4/30/08	Wednesday	3:00 PM – 4:30 PM
1.1 IT Module I	5/6/08	Tuesday	10:00 AM – 11:30 AM
1.2 IT Module II	5/6/08	Tuesday	1:30 PM – 3:00 PM

Web Training Schedule

Accountability

Workshop	Date	Day	Time (PST)
2.2 Accountability for Exp Users	2/20/08	Wednesday	10:00 AM - 11:30 AM
2.5 Using Entry/Update/Test Records	3/21/08	Friday	9:00 AM - 10:00 AM
2.6 CASAS Resources	3/21/08	Friday	10:30 AM - 11:30 AM
2.2 Accountability for Exp Users	3/21/08	Friday	1:30 PM - 3:00 PM
2.7 EL Civics Basics	3/25/08	Tuesday	9:00 AM - 10:00 AM
2.2 Accountability for Exp Users	3/25/08	Tuesday	1:30 PM - 3:00 PM
2.4 Data Submission Guidelines	4/1/08	Tuesday	10:30 AM - 11:30 AM
2.3 Accountability for Adult Schools	4/8/08	Tuesday	3:00 PM - 4:00 PM
2.5 Using Entry/Update/Test Records	4/9/08	Wednesday	9:00 AM - 10:00 AM
2.4 Data Submission Guidelines	4/9/08	Wednesday	10:30 AM - 11:30 AM
2.2 Accountability for Exp Users	4/9/08	Wednesday	1:30 PM - 3:00 PM
2.1 Accountability for New Users	4/25/08	Friday	9:30 AM - 11:30 AM
2.4 Data Submission Guidelines	4/25/08	Friday	1:30 PM - 3:00 PM
2.2 Accountability for Exp Users	4/29/08	Tuesday	10:00 AM - 11:30 AM
2.3 Accountability for Adult Schools	4/29/08	Tuesday	1:30 PM - 2:30 PM
2.2 Accountability for Exp Users	5/9/08	Friday	10:00 AM - 11:30 AM
2.2 Accountability for Exp Users	5/9/08	Friday	1:30 PM - 3:00 PM

Web Training Schedule

TOPSpro

Workshop	Date	Day	Time (PST)
3.1 Module I: Database Management	3/19/08	Wednesday	10:00 AM – 11:00 AM
3.7 Module VII: Data Detective I	3/19/08	Wednesday	1:30 PM – 2:30 PM
3.2 Module II: Report Generation	3/26/08	Wednesday	10:00 AM – 11:00 AM
3.8 Module VIII: Data Detective II	3/26/08	Wednesday	1:30 PM – 2:30 PM
3.3 Module III: TOPS Tools/Resources	4/2/08	Wednesday	10:00 AM – 11:00 AM
3.9 Module IX: Data Detective III	4/2/08	Wednesday	1:30 PM – 2:30 PM
3.4 Module IV: State Requirements	4/3/08	Thursday	10:00 AM – 11:00 AM
3.5 Module V: Federal Requirements	4/3/08	Thursday	1:30 PM – 2:30 PM
3.2 Module II: Report Generation	4/15/08	Tuesday	10:00 AM – 11:00 AM
3.6 Module VI: Instructional Reports	4/15/08	Tuesday	1:30 PM – 2:30 PM
3.4 Module IV: State Requirements	4/22/08	Tuesday	10:00 AM – 11:00 AM
3.5 Module V: Federal Requirements	4/22/08	Tuesday	1:30 PM – 2:30 PM
3.1 Module I: Database Management	5/7/08	Wednesday	10:00 AM – 11:00 AM
3.7 Module VII: Data Detective I	5/7/08	Wednesday	1:30 PM – 2:30 PM
3.4 Module IV: State Requirements	5/14/08	Wednesday	10:00 AM – 11:00 AM
3.8 Module VIII: Data Detective II	5/14/08	Wednesday	1:30 PM – 2:30 PM
3.10 Module X: General Special Topics	5/21/08	Wednesday	10:00 AM – 11:00 AM
3.9 Module IX: Data Detective III	5/21/08	Wednesday	1:30 PM – 2:30 PM

Upcoming Conferences

- 3/2-3, Legislative Action Day, Sacramento
- 3/10-14, Adult Education Week
- 3/15, CCAE Bay Section Conference, Mt Diablo
Adult Ed
- 4/1-5 TESOL Convention, New York City
- 4/10-13 CATESOL State Conference, Sacramento
- 5/1-3 CCAE Annual Conference, San Diego
- 6/17-19 CASAS Summer Institute, San Diego

CIT Recertification

- CIT recertification is due before February 29th, 2008.
- Initial **CIT certification must be completed by April 30th** for persons to be eligible to score the CIT for this school year.
- CIT recertification is available online only.
- A CIT recertification refresher is available by request.
- Contact Celanire, cflagg@casas.org, or 1-800-255-1036 ext. 108 for additional questions or information.

Making a Difference Awards

Steps 1-2

The following are ten easy steps to qualifying for the CASAS EL Civics “ Making a Difference in the Community Award”

- 1. Use a broad or open-ended format for your Needs Assessment. Allow for student comments to track trends or areas of high interest or interview a small sampling of students to follow-up on areas of high interest.**
- 2. Once you have selected the COAAP, link it to current instruction or core curriculum.**

Making a Difference Award

Steps 3-6

- 3. Involve students in research on information in their community related to the objective.**
- 4. Bring in guest speakers or have student presentations on the information they have learned.**
- 5. Have students keep a log of information they have collected, or they have learned.**
- 6. Journal on how this new information might change their lives.**

Making a Difference Award

Steps 7-10

- 7. Host a culminating event for all students such as a health fair or community resource fair.**
- 8. Describe the Learning Objective addressed in the Making a Difference application.**
- 9. Summarize the project or activity and how it affected the community.**
- 10. Describe how individual students applied learning to positively affect the community.**

TOPSpro Booklet

- A new booklet has been developed that describes many TOPSpro Reports
- Find the revised version, based on your input, at to www.casas.org/elc> Getting the Most from your TOPSpro Reports

TOPSpro Booklet Information

- TOPSpro reports you requested:
 - Class Performance by Competency
 - Data Integrity

At Future meetings:

- Student Gains by Agency
- Payment Points Monitor Report
- Tables 4 & 4b