

*WIA I/EL CIVICS  
NETWORK MEETING*

May 2009

# Networking Discussion

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- How will your program look different next year because of budget changes?
- How will your agency continue to meet the federal requirements?
- How can CDE and CASAS support you?

# Data Submission Deadline

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- **August 15, 2009**
  - Third Quarter Core Performance Follow-up Survey
  - End of Year Data (TOPSpro)  
Adult Education Personnel Wizard
  - End of Year Certification Letter
  - Final Expenditure Report
  - Fourth Quarter Data Integrity Report

# Before Submitting Final Data

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- Look at the payment points report
- If it's not correct:
  - Check Payment Point Exceptions Report
    - Missing update records for those students with PP, TLG, HSD
      - No hours entered
    - Missing Entry Records with PP, TLG, HSD
      - No birthdate
      - Other

## If your agency is closing early...

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- After all classes have ended, submit your end of year data at least 2 weeks before your agency's office closes.
- This will ensure that CASAS will be able to check your submission and verify it is all in order.

# Did you know?

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- **Question 1: Can you trace a student across years with TOPSpro?**
  - **Answer:** Yes, you can if you don't close out at the end of each year. Set the date range beyond the year or date and call up student's longitudinal data.
- **Question 2: Can we enter the CSIS ID into TOPSpro?**
  - **Answer:** Yes, there is a place in TOPSpro for the CSIS ID (the universal tracking number in K-12). It's not on the entry record but it can be entered into the data base in the student record. CASAS is required to report CSIS numbers in TOPSpro.

## Got CASAS eTests?

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- Whether you "Just Heard About It" – or – "Can't Live Without It!" – reserve your virtual time with Dawn Montgomery
  - Mondays at 11:00 am for a Web Conference to learn how CASAS eTests can be tailored to your organization's specific needs.
  - Contact Dawn at [dmontgomery@casas.org](mailto:dmontgomery@casas.org) for more information and to sign up.

# Right Skills, Right Now!

## WIA – Title I



## Bridge the Opportunity



## WIA – Title II

### *“One-Stop” Approach*

#### **Workforce Investment Systems**

- Direct services to job seekers and employers
- Preliminary assessment of skill levels, aptitudes, abilities, and support service needs
- Evaluate eligibility for vocational training services and student financial aid
- Referrals for local education literacy programs
- Help file claims for unemployment insurance
- Career counseling
- Information about local, regional and national employment trends
- Access to up-to-date labor market information
- Job search and placement assistance



#### **CASAS provides:**

- ✓ Curriculum management
- ✓ Standardized Assessment Systems
- ✓ Evaluation systems
- ✓ Data Collection Materials
- ✓ Technical Assistance
- ✓ TOPSpro – Tracking of Programs & Students software database management system
- ✓ CASAS *eTests* – computer-adaptive tests (CAT) and computer-based tests (CBT) in reading, math, and listening

### *Adult & Alternative Education*

#### **Adult Education and Literacy**

- Direct services to adults or youth with literacy deficits
- No-cost literacy classes
- Services for adults or youth who do not speak, read, or write English
- Educational assessments
- Place learners into appropriate education and employment training programs
- Help learners acquire the literacy skills they need for employment
- Services to obtain a high school diploma or pass the GED
- Literacy services to transition into employment or change jobs
- Monitor progress and certify attainment of employment related competencies



# WIA I – What is it?

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- Designed to serve Adult & Dislocated Workers through the **One-Stop Career Centers**
- Three levels of service:
  - *Core Services* – job search assistance, placement assistance & group workshops. All unemployed adults qualify for these services.
  - *Intensive Services* – includes comprehensive assessments, individual employment plans and remedial training such as ESL, GED or basic skills.
  - *Individual Training Accounts* – participants must qualify for these and use an approved provider

# How can CASAS Testing Serve WIA I?

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- Provide standardized assessments and tracking tools that help programs
  - document workplace readiness
  - measure literacy and numeracy gains.
  - report student and program performance data
  - evaluate program effectiveness
  - provide career pathways and stackable credentials

# CASAS Summer Institute

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- San Diego June 23-25
  - Training
  - Workshops
  - Poster Sessions
- California Consortium
  - Wednesday 3-5 pm
  - Attendance available to all agencies for free
  - Promising Practices Awardees
  - Making a Difference Awardees
  - Focus Groups on Continuous Improvement

## EL Civics Needs Assessment

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- EL Civics Civic Participation Programs must complete community and student needs assessments as part of their grant requirements.
- Needs Assessment results must be kept on file at each agency
- Go to [www.casas.org/elc](http://www.casas.org/elc) > Needs Assessment Information for more information

## EL Civics COAAPS

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- Top 10 most selected 2009-10 COAAPS will be available for viewing beginning May 15, 2009.
- All 2009-10 COAAPS will be posted and ready to select on July 1, 2009

# EL Civics Summer School

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## **How do I select COAAPs for summer school 2009-10?**

### **Answer:** Option 1: Pre-approved COAAPs

- For summer school programs which will complete 30 hours of instruction and post-test on or before June 30, 2009:
  - use the 2008-09 pre-approved COAAPs and select them before the April 30, 2009 deadline
- For summer school programs which will begin instruction before or after July 1, 2009 and will complete 30 hours of instruction and post-test in July or August of 2009:
  - use new 2009-10 pre-approved COAAPs and select them on or after July 1, 2009.

# Summer School continued

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(continued)

- Option 2 and Option 3 COAAPs
  - Agencies may use any 2008-09 Approved COAAP (Option 2 and Option 3) they selected in 2008-09 for summer school 2009-10
- May I use CASAS post-tests administered in 2008-09 as pretests for summer school 2009-10?
  - Answer: CASAS standardized post-tests administered between May 12 and June 30, 2009, may be rolled over into the 2009-10 program year to be used as the pre-test. Please consult the Help Menu for Proxy Wizard in your TOPSpro software for more information.

# Meetings for 2009-2010

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- Web based or face to face
- Date and location for first meeting
- Topics