WIOA II Network Meeting – March 2021
Agenda

• CDE Update
  – Continuous Improvement Plan
  – CDE Focus Groups
• Employment & Earnings Survey
• Goal Setting for CIP
  – WIOA II Survey
  – CASAS Data Portal
• Citizenship
• Networking
• Resources
CDE Updates
CDE Update (1)

New Deliverable

The Continuous Improvement Plan (CIP)

– Combines the previous Professional Development Plan, Technology Plan, and IELCE Plan.
– Due on April 30, 2021
Continuous Improvement Plan cont.

- The CDE provided detailed training on the CIP on January 26 and 28.
- Access more information about the CIP, including the training recording, ppt, and a downloadable template:

https://caadultedreporting.org/
CDE Update (3)

CDE Focus Groups

• In February, CDE conducted two focus groups – one to discuss increased use of Social Security Number (SSN) and one to improve student responses on the Employment & Earnings Survey.
CDE Update (4)

• Highlights from Social Security Number Focus Group:
  – Leverage requirements for U.S. Citizenship and Naturalization
  – Leverage reporting to Social Services
  – Improved features in agency student management systems
  – “Field of Dreams” – “just ask the question by including it on the form”
  – “We won’t bug you” if you are able to provide SSN
CDE Update (5)

- Highlights from Employment & Earnings Survey Focus Group:
  - Target specific times and days of the week
  - Discuss survey at student orientation
  - Conduct surveys other than just the E & E Survey
  - Follow up to text (or email) within 2 weeks of sending survey
  - Present the survey in a positive light
CDE Update (6)

U.S. Citizenship and Immigration Services (USCIS) is reverting to the 2008 version of the naturalization Civics Test.

Civics Test options by filing dates:

• Before Dec. 1, 2020
  – Applicants will take the 2008 version of the Civics Test.

• Dec. 1, 2020 to Feb. 28, 2021
  – Applicants can choose either the 2020 or 2008 version of the Civics Test.

• Beginning March 1, 2021
  – Applicants will take the 2008 version of the Civics Test.

USCIS will phase out the 2020 version of the Civics Test as of April 19, 2021.
Employment & Earnings Survey
Employment & Earnings Survey (1)

- CASAS is adding agency level results from the Employment & Earnings survey to the CASAS data portal.
- The CASAS data portal will focus on comparing and contrasting data for use of SSN and the percentage of students that respond to the survey.
Employment & Earnings Survey (2)

- Access detailed quarterly step by step help documents, and many other survey related resources:


<table>
<thead>
<tr>
<th>Dates</th>
<th>Task</th>
<th>Reference/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>October</td>
<td>Save Exit Population for PY 19-20 Qtr. 4</td>
<td>See “Step 2” below</td>
</tr>
<tr>
<td>October - November</td>
<td>Send a Survey Invite to all PY 19-20 Qtr. 4 Exiters</td>
<td>See “Step 3A” below.</td>
</tr>
<tr>
<td>October - November</td>
<td>Send a Survey Invite to all PY 19-20 Qtr. 2 Exiters</td>
<td>See “Step 3B” below.</td>
</tr>
<tr>
<td>November - December</td>
<td>Send Follow-Up Survey Invites to all non-responders</td>
<td>See “Step 5” below.</td>
</tr>
<tr>
<td>December</td>
<td>After three attempts, contact non-responders via phone, postcard, etc.</td>
<td>See “Step 5” below.</td>
</tr>
<tr>
<td>January</td>
<td>Grace period for sending invites and receiving responses.</td>
<td>You can continue entering survey responses after the grace period, but you cannot send survey invitations</td>
</tr>
</tbody>
</table>
Employment & Earnings Survey (3)

- A training with an interactive panel will be held on **Tuesday March 16th** at 1pm.

- This will include training directly related to the TE Survey Wizard, as well as a panel discussion about promising practices.
Goal Setting for CIP
Goal Setting for CIP (1)

WIOA II Program Implementation Survey

- The 2020-21 WIOA II Program Survey will be available on the CASAS Website April 1 and due on or before April 30, 2021.
- Download a preview template at www.casas.org/
- CDE uses this information in its annual report to OCTAE.
- What ways can you use this survey for program planning and improvement?
Goal Setting for CIP (2)

2019-20 data now available on the CASAS Data Portal:

http://www2.casas.org/dataportal/
Goal Setting for CIP (3)

Reminder: the performance and persistence rates statewide were both low in PY 2019-20.
Performance goals for both PY 2019-20 AND PY 2020-21 were established before COVID-19.
Goal Setting for CIP (4)

• Use TE reports & CASAS data portal to determine performance goals for your local agency

• This should be

• NRS Performance Goals panel discussions available March 10-11.
NRS Table 4 displays Measurable Skills Gains by Educational Functioning Level (EFL). Reports learners who entered program at one Instructional Level and finished the program year (June 30) at a higher level.
Table 4B = Same level advancement information as Table 4 (but without PoPs)
Only includes learners who completed a valid pre- and post-test.
Persister Table = the percentage of qualified enrollees who have a pre/post-test pair.
Calculates the percentage of Table 4 students who also qualify for Table 4B:

\[
\text{Column C ÷ Column B = Column D (\% of Persisters)}
\]
Citizenship
Citizenship (1)

U.S. Citizenship and Immigration Services (USCIS) is reverting to the 2008 version of the naturalization Civics Test.

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USCIS will phase out the 2020 version of the Civics Test as of April 19, 2021.
Citizenship (2)

- Annual CASAS CIT Recertification available early January and closes 4/30/2021. All CIT Certified Examiners whose certifications expire 6/30/2021 must participate in recertification training.

- Eligible Examiners received an email in January. You will need to place an order for the training. There is no charge for California WIOA, Title II Agencies.
Citizenship Interview Test (CIT) Remote Testing

• CIT can be tested remotely (1:1 only, no group testing)

• At least one person from the agency completes the CIT Remote Test Training Webinar

• Email CIT@casas.org to request the fillable PDF test booklets
Training and Conferences
Training and Conferences (1)

Wed March 3 – Fri March 5
• [https://tdls.otan.us/](https://tdls.otan.us/) for more information.
• Access the schedule here: [https://tdls.otan.us/Conference](https://tdls.otan.us/Conference)
Training and Conferences (2)

Statewide CCAE Conference Activities Week of April 19

• Legislative Week: April 19-20
• Statewide Virtual Conference: April 21-23
• CDE Panel Discussion on Employment & Earnings Survey
• Registration at the link below

https://www.ccaecon.org/?utm_campaign=none&utm_content=homepage_carousel&utm_medium=ccaestate_website&utm_source=site_redirect
Training and Conferences (3)

CASAS Summer Institute:
June 17-18 & June 22-23
• June 17-18: Basic Training
• June 22-23: Guest Speakers, Panel Presentations, and Keynote

• Go to www.casas.org/si
casas-si@casas.org
Training and Conferences (4)

Upcoming Statewide WIOA II Meeting dates (at 1pm):

• Apr 6
• May 4

Upcoming Statewide TE dates (9am):

• Mar 12
• Apr 9

TE Basics Training

• Mar 19
Training and Conferences (5)

EL Civics Highlights

Friday March 12

- Remote Testing at Corona Norco Adult School
- Remote Testing with EL Civics Assessments
Networking
Networking (1): Serving High School Diploma

• How has your agency served HS diploma students during the pandemic?
• Have you had to accommodate additional HS students who were unable to finish due to COVID-19?
• Has your agency experienced an uptick (or any change) in numbers of learners “concurrently enrolled in K-12?” Has this affect your agency’s data?
• Has your agency lost (or gained) HS diploma students unexpectedly because of the recent updates to AB 1350?
Networking (2): Student Consent Forms

• Has COVID-19 complicated or limited your agency’s efforts in obtaining student consent for providing sensitive data such as SSN?

• Have you developed a way to continue to record “signed consent” despite all of the school closures this year?

• Have you relied upon “verbal consent” for this process, and if so, have you developed a method for documentation?

• Has “verbal” registration obtained additional SSN’s?
Networking (3): Sustaining Programs During COVID-19

• How have you responded to the “up and down” nature (and inconsistency) of COVID-19 restrictions?

• Have you been able to reach out to (especially lower level) ESL students who dropped out in 2019-20?

• How has COVID-19 affected implementation of the GED and HiSET?

• Have you started planning for “in person” instruction and/or ongoing virtual instruction for PY 2021-22?
Networking (4): Equity & Barriers

• How does your agency record demographics such as race and ethnicity?
• Does your agency compare and contrast demographics data, or use the data for purposes other than required reporting?
• Do you compare and contrast data results by Barriers to Employment?
• Have you leveraged Barriers data with your WIOA or other community partners?
• Are there any TE reports (or others) that you use to monitor outcomes by barrier?
Resources
Resources

Using Consent Forms & SSN

- **CDE Memorandum 17-2** provides state guidance on this issue, and includes a template consent form. [https://www.cde.ca.gov/sp/ae/ga/mb17-01.asp](https://www.cde.ca.gov/sp/ae/ga/mb17-01.asp)

- The CDE recommends that agencies have students sign a consent form whenever they provide their SSN or other sensitive personal information.
Resources

CCAE Advocacy Kit:
https://www.ccaestate.org/advocacy-resources

CAEAA – “Revisit the Conference” held on February 4, 2021
https://www.caeaa.org/revisit-the-2021-conference.html
Resources

EL Civics Videos
Watch a video on the CASAS YouTube Playlist:

Submit questions to
lrobinson@casas.org
Resources

• WIOA II agencies will use the TE Quarterly Data Submission Wizard to submit quarterly data, including the Data Integrity Report (DIR).

• Agencies will no longer send/email pdf copies of the DIR when completing quarterly data requirements.

Step-by-Step Quarterly Data Submission Wizard Instructions:

Resources

• Annual CASAS CIT Recertification available early January and closes 4/30/2021. All CIT Certified Examiners whose certifications expire 6/30/2021 must participate in recertification training.

• Eligible Examiners received an email in January. You will need to place an order for the training. There is no charge for California WIOA, Title II Agencies.
Resources

Remote Proctored Testing 1:1
Demo on video
https://youtu.be/uLoaw-BHo-s

Register Testing Stations for Remote Testing
https://youtu.be/1ipRe4-8Tiw
Remote Testing for CASAS Tests Overview
https://www.casas.org/product-overviews/remote-testing

Agency Remote Testing Agreement for California
Must be completed annually and a copy sent to CDE consultant and CASAS Program Specialist
Resources

CASAS Reading Level Indicator

- Provides informal class, program, and level placement for students.
- Accessible to student via cell phone
- Does not require a Proctor
- The Reading Level Indicator is Form 601R.
- View results in the TE Test Lister.

<table>
<thead>
<tr>
<th>Name</th>
<th>Birth Date</th>
<th>Gender</th>
<th>Ethnicity</th>
<th>Racial</th>
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<td>Xiaoqi Gao</td>
<td>9/3/1992</td>
<td>Female</td>
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<td>White</td>
<td>Farsi</td>
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<td><a href="mailto:Xia_Gao@rhas.edu">Xia_Gao@rhas.edu</a></td>
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<tr>
<td>Thanh Liang</td>
<td>3/13/1984</td>
<td>Female</td>
<td>Not Hispanic or Latino</td>
<td>Asian</td>
<td>Chinese</td>
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<td>Oswin A. Amador</td>
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<td>Male</td>
<td>Hispanic or Latino</td>
<td>White</td>
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<td><a href="mailto:Ysa_Amador@rhas.edu">Ysa_Amador@rhas.edu</a></td>
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<tr>
<td>Golali Leksani</td>
<td>11/7/1978</td>
<td>Female</td>
<td>Hispanic or Latino</td>
<td>White</td>
<td>Spanish</td>
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<td><a href="mailto:GoLeksani17@rhas.edu">GoLeksani17@rhas.edu</a></td>
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<tr>
<td>Sangayun Tesevant</td>
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<td>English</td>
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<td><a href="mailto:San_Tesevant14@rhas.edu">San_Tesevant14@rhas.edu</a></td>
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<tr>
<td>Shireen Beagle</td>
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<td></td>
<td><a href="mailto:Shi_Beagle10@rhas.edu">Shi_Beagle10@rhas.edu</a></td>
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