2020-21 Guidelines and Policies: Updates

July 9, 2020

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2019-20 data entry

- Corrections ed: Double check data entry
  - 20 adults with reason for leaving adult ed is release from incarceration/not in community ed but the student doesn't have a release date
  - Many adults in corrections education without SID numbers

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2020-21 grants

- Request to negotiate higher administrative cost
  - Appendix E of guidelines
  - Submit the request with required information to advisor in a timely fashion
  - Don't wait until the last minute

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2020-21: Significant changes

- Assessment
- Distance learning
- Instructional hours and models
- Family literacy PE/ILA

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Policies

- C.100 AE and FL Standards
  – Added target for Table 4B; updated others
- C.130 Data policy
  – Due dates on verification forms updated
- C.135 Cohorts
  – Added info on postsecondary credential
- C.900 Safety and Accessibility
  – Added reference to COVID-19 guidance

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Policies: Assessment

- D.100 Adult Learner Assessment
  – In-person administration preferred
  – Provides provisions for remote administration
  – Program assessment policies must address both in-person and remote assessment
  – Contingency plans for stay-at-home orders

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Policies: Distance Learning

- D.130 Distance Learning
  - Still being revised
  - Will incorporate the DL options introduced during COVID-19 shutdown
  - All programs must incorporate DL into services

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Policies: PE/ILA

- D.150 PE and ILA
  - 5 hr/wk requirement removed; focus on intensity of services to meet goals of FL
  - In-person preferred; remote allowed
  - Customize PE for parents of school-age children

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Policies (cont.)

- F.100 Professional Development
  - Added wording related to requirements for PLCs and COPs
- G.100 AE and WDS
  - Adds flexibility regarding subgrantee participation on LWDBs and MOUs
  - Clarification on report to LWDBs
  - Clarification of what is NOT direct linkage
- Review Access to Services in G.100

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Guidelines

- 202 Health, Safety, and Accessibility
  - Added a reference to PDE regulations and guidelines (also added in Policy C.900)
- 205.1 Data Collection, Entry, and Reporting
  - Attendance may be kept in a central electronic storage folder by class
- 205.6 Required Policies
  - Summarizes policies that programs are required to have

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Guidelines

- 402.3 Intensity of Instruction
  - Was Minimum Hours of Instruction
- 402.5 Student Attendance
  - Attendance policy must address both in person and distance learning
- 403 Delivery Models
  - Adds distance learning models as option

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Guidelines

- 608 Object Codes
  - OC 330: background check costs added
  - OC 360 replaces OC 324
  - OC 610: PPE added; must be separate entry from other office supplies
  - OC 900 Indirect costs: Clarifies items that must be deducted from direct costs prior to applying RICR

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Guidelines

- 613.3 FERs
  - 613.3.1.1 Local match explains cash vs third-party in-kind contributions
- 700 Submission dates: updated
- Appendix B: updated for new Section 243 grant cycle
- Appendix C Family Literacy
  - Minimum hours per week removed; sufficient intensity
  - Revised PE, ILA sections to align with policy

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Contact/Mission

For more information on Adult Education and Family Literacy please visit PDE's website at https://www.education.pa.gov/Pages/default.aspx

The mission of the Department of Education is to ensure that every learner has access to a world-class education system that academically prepares children and adults to succeed as productive citizens. Further, the Department seeks to establish a culture that is committed to improving opportunities throughout the commonwealth by ensuring that technical support, resources, and optimal learning environments are available for all students, whether children or adults.

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