

Division of Adult Education
Monthly Webinar

November 18, 2021



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Agenda

- Revised Adult Intake form
- Observations-delayed assessment courses
- Adult education and WDS survey
- Corrections education survey
- Advancing Equity in Adult Education course
- Additional funds for assessment



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Revised Adult Intake Form

- Barriers to Employment>ex-offender
 - Now “Individual with prior justice system involvement”
 - In eData still “ex-offender”
 - Glossary: draws the connection between new terminology on the form with eData wording
 - Definition has NOT changed
- May continue to use forms with prior wording



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Observations-delayed assessment courses

- Reminder
 - Observations must be completed by March 31, 2022
 - Upload forms starting in January

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Surveys for annual narrative report

- 2 surveys
 - Adult Education and WDS
 - Corrections education
- All division-funded programs must complete both
 - Grantee program contact should forward links to subgrantees
- Complete by December 3, 2021

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2020-21 Adult education and WDS survey

- Several new items to address information that OCTAE requested
 - Information on the one-stop MOU
 - Information on infrastructure cost contributions
 - Additional detail about the career services provided
- Refer to Policy G.100 and Guidelines AA1.3; AA1.3.1; and AA1.3.2

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2020-21 Corrections Education Survey

- Question for programs that provided CE
 - How the program adapted services to mitigate impact of pandemic
- Questions for programs that did CE prior to pandemic but not in 2020-21
 - Was the change due to the pandemic?
 - What were the specific reasons?



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Advancing Equity in Adult Education

- Custom developed for PA
- Facilitated by a national expert
- Deep exploration of equity and inclusion
 - Approximately 12 hours over two months
- Enrollment open in December
 - Starts mid January
- Consider sending multiple staff members



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Additional funds for assessment

- Programs not required to request funds
- Funding adjustment
 - 064: additional federal funds
 - 054: additional state funds
- No change to contracted enrollment
- No additional local match
- eGrants funding adjustment must be approved by April



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Purpose

- Purpose
 - Convert from paper-based to computer-based versions of assessments for most students
 - Dedicated staff position(s) to administer assessments
 - Administer pretests and posttests instead of teachers and student support staff doing it
 - Prepare students for remote administration
 - Take technology to students for remote administration



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Process to request funds

- Meet with staff to develop the plan
- Complete the Request for Additional Assessment Funds with budget
- Email proposal with budget to advisor
- Division will review
 - Request clarification and possible revisions
- Complete a funding adjustment in eGrants



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Subgrantees

- Subgrantees also eligible for additional funds
 - Each subgrantee should have a separate plan and budget
- Grantee emails all proposals to advisor together
- Single eGrants funding adjustment
 - Subgrantee amounts in 1691/320



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Allowable expenditures - general

- 1691 only: no admin; no data entry; no student support
- Expenditures incurred July 1, 2021-June 30, 2022
 - Any reallocated grant funds must be used for instruction



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Allowable expenditures – salary/benefits

- Salary/benefits for dedicated position for assessment
 - Administering assessments remotely
 - Administering computer-based tests in person
 - Taking technology to students for remote testing
 - Helping students set up technology for taking computer-based tests remotely
 - Conducting assessments during intake and at class sites so other staff don't have to



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Allowable expenditures (3)

- Subgrantees' additional funds entered in eGrants budget in OC 320
 - Must be itemized in emailed proposal
- Contracted technical services ONLY for devices used for computer-based and remote testing (OC 340)
- Travel for dedicated assessors (OC 480)
 - To class sites for pre/posttesting
 - To deliver and pick up devices for remote administration



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Allowable expenditures (4)

- Computer-based administrations of approved standardized assessments (OC 650)
 - No paper-based; no HSE practice tests
- Supplies needed for CBT only (OC 650)
 - Headphones, webcams
- Devices or other equipment for CBT (OC 790)



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Contact/Mission

For more information on adult education and family literacy, please visit PDE's website at www.education.pa.gov

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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