

Division of Adult Education Monthly Webinar

April 17, 2025

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Agenda

- Division staff update
- Agency presentations on incorporating digital literacy skills
- Adult Postsecondary Enrollment Verification forms
- Data reminders
- TABE 11/12 license conversion
- PY 2025-26



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Division staff update

- New advisor: Shelly Brown
 - Central IU 10
 - Chester Co OIC
 - Huntingdon CCADC
 - Literacy Pittsburgh
 - Northampton Community College
 - Penn State University
 - Reading Area Community College
 - Titusville Regional Literacy Council
 - United Neighborhood Centers of NEPA



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Incorporating digital literacy in instruction

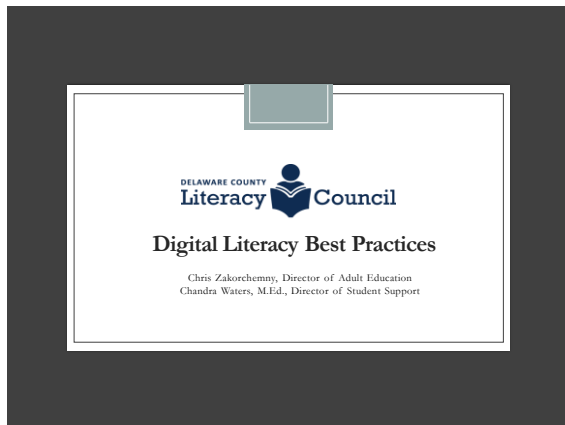
- DelCo Literacy
- Lincoln IU 12
- Seneca Highlands IU 9



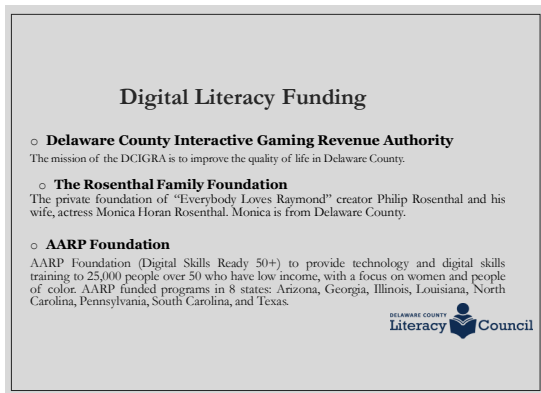
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Digital Literacy Topics

Courses	Lectures	Workshops
<ul style="list-style-type: none"> ◦ Computer Essentials ◦ Introduction to Digital Culture ◦ Chromebook Essentials ◦ iPad Essentials 	<ul style="list-style-type: none"> ◦ Smartphones at a Glance ◦ Protecting Your Personal Information Online ◦ Cloud Storage ◦ P2P Payments ◦ Google Workspace ◦ Google Maps 	<ul style="list-style-type: none"> ◦ Affordable Connectivity Program ◦ Connecting to the Internet ◦ Exploring and Downloading Apps ◦ Finding Information Online ◦ Gmail Tips and Tricks ◦ Staying Safe Online






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Additional Supportive Services

➤ Hotspots & Chromebooks for students to borrow

➤ Drop-In Labs: Several times a week for students to ask questions, log on to their online classes, or familiarize themselves with new technology


➤ A total of 342 adults received instruction in the Digital Literacy Classes and Workshops, in just three years since the inception of this program.

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Current Instructional Best Practices (Pt 1)

- CASAS assessments are completed on computers with accessibility features (touchscreen magnifying glass)
 - Size font, color font, text-to-speech
 - Zoom instruction on closed captions
- Classes move online when needed (snow days, power outage, sick day, flex for students/moved to remote class based on need)
- No beginner ESL classes on Zoom
- LMS – Google Classroom
- Teams messages for teacher-to-student communication
- Teachers completing Professional Development course as a cohort: "Building Your Digital Skills"
 - Adding PA/ER Digital Literacy Skills to lesson plans
 - Noticing Digital Literacy Skills already existing in classroom practices and reporting it



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Current Best Practices (pt 2)

- Added teachers to a second new student orientation session for remote learners to learn Zoom skills and etiquette (takes care of beginning roadblocks)
 - Set up expectation for chromebook loaners
- Supplemental classes online and in-person, for all students (promoting with paper handouts with QR codes) - variety of classes
- Supplemental distance learning through Newsela for online and in-person classes (tailored to learner level)
- Encourage teachers to attend the DLS Friday webinars



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The Future

- CASAS enhanced – build classrooms for teachers to review CASAS results
- Northstar supplemental class
- Interns to assist teaching a digital literacy topic from provided curriculum
- Use Chromebooks during "office hours" for homework or classes



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Digital Literacy Seneca Highlands IU9

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Deciding on Digital Literacy

- DRAW
- Students need to be familiar with digital skills, and incorporating them each day builds digital resiliency
- How can we build on students' strengths and how are they using digital tools outside of the classroom?
 - Digital intakes
 - Emails
 - Resumes
 - Internet searches
 - Job searches
- Orientation needed to be changed

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How do we use DL in our classrooms?

- Smartboard lessons
- Ensuring a digital literacy aspect is in EVERY SINGLE lesson
- Using the digital literacy competencies and adding them to lessons
- Online research projects for students
- Virtual field trips
- Essential Education
- Incorporating digital literacy into our orientation
 - ONET
 - Essential Education

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Moving forward

- Find a new online digital literacy assessment (Northstar)
- Making sure to continue to add all digital literacy competencies to each lesson
- Have Lyndsey, our Digital Literacy Specialist, present at each PLC
- We would like to focus on one specific new digital literacy strategy at a time
- Making sure to include digital literacy moving forward in our PI-PD plan

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LIU12 – LAPTOP Grant Deployment Plan


*Grant Award = 100 HP 13" Elitebook x360
830 G10's - Touchscreen, Capable of switching to Tablet mode*



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Deployment Plan

- Adams County Literacy Council - 20 laptops
- Franklin County Literacy Council – 20 laptops
- York Adult Learning Center – 20 laptops
- CareerLink of Franklin County – 10 laptops
- *York Literacy Institute (YCLC) - 10 laptops
- *Waynesboro Area SD - 10 laptops
- 10 laptops kept in reserve for student need/additional needs at any location initially



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Items needed to be purchased/budgeted for 100 laptops

- Antivirus – Sentinal One - \$21 per workstation = \$2100.
- Device Management – Microsoft - \$59.66 per user = \$5966.
- Content Filter – Linewize - \$4.54 per user = \$454
- Authentication – Classlink - \$2.91 per user = \$291
- Total = \$8811.00 needs updated yearly



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Other purchases to buy/budget:

- 3 mobile lockable charging carts for 20 laptops
- 3 table lockable charging carts for 10 laptops
- 100 wired mice
- 80 student headsets
- 10 noise-cancelling headsets for YALC
- NorthStar software for digital literacy curriculum student access license
- Signal increase for YALC through Comcast
- CASAS online assessment tickets -500+



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Following grant requirements- 3 years:

- Online CASAS assessments at all locations
- Digital Literacy Specialist scheduling sessions with each instructor throughout the program year
- Northstar Curriculum instruction for every student
- SkillsUp accounts and training for every student – in partnership with CareerLinks
- Healthcare website access training for every student
- Financial literacy training in partnership with local financial institutions in all 3 counties



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LIU12 Contact Information:

- Sharon Hagenberger – Supervisor of Adult Education
- sahagenberger@iu12.org
- 717-353-5581

- Thank you for your attention!



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Postsecondary enrollment verification forms

- In NRS reporting, used for
 - Measurable skill gain
 - EFL gain if during program year
 - Credential attainment outcome
 - Earning HSE credential counts only if individual is employed or in PS education or training w/in one year after exit
- Please submit!



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PS enrollment

- Policy C.135
 - Change: do not mail; scan and email
 - Ra-able@pa.gov
- Form
 - In eData: auto fills some information
 - Policy C.135



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Online TABE 11/12 license conversion

- Email from DRC April 8 includes a link
- Can convert all or just a portion
 - Converted licenses retain the expiration date of 1 yr. from date of purchase
 - Students with 11/12 pretest must be posttested with 11/12
 - 11/12 no longer accepted after June 30, 2025



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Data: staff

- Enter staff in eData: primary position
- NRS report
 - Local administrative/supervisory/ancillary
 - Incl. administrators, coordinators, supervisors, DQS, data entry
 - In eData: administrator, coordinator,
 - Local counselors
 - Incl. student support specialist/coordinators
 - In eData: Case manager, counselor
 - Local paraprofessionals
 - Incl. classroom aides
 - In eData: adult educator paraprofessional, EC paraprofessional
 - Local teachers
 - Incl. teachers, tutors, ECE, Parent Ed
 - In eData: Adult Educator, ECE Educator, Parenting Education



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Data: adult education level

- US-based schooling HSE/HSD or higher
 - Approx. 1000 adults
 - 57 w/ABE Level 6 entry level = not eligible
 - 267 w/ESL entry levels
 - Check data: Is US Schooling correct? Is Highest grade completed correct?



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PY 2025-26 continuation grants

- Adult Basic Education Direct Service 064
- Section 243 IELCE 061
- Tutoring Program for Adults 259
- State Leadership



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Continuation grants

- Anticipate level funding
 - Amounts must be approved by PDE admin
 - Contingent on availability of federal and state funds; passage of state budget
- Tentative timeline
 - Grants open: early May
 - Grants due: early June



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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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