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TO: Adult Education Directors
Federal Funded Grantees
Cooperating Eligible Entities

FROM: Paul F. Flinter, Chief

DATE: January 4, 2007

SUBJECT: Adult Education Operational Memorandum # 02-07

- Statewide Policy Forum January 19, 2007
- Writing Matters in Connecticut
- Legislative Program Review and Investigations Committee
- State Plan for Fiscal Year 2006-07
- New ESL Levels Beginning Fiscal Year 2006-2007
- Local Profile Report Updated
- Family Learning Curriculum Connections
- Twenty-First Century Skills Training Program

Happy New Year! I hope that this has been a good holiday season for you and your family.

The Connecticut State Department of Education (CSDE) recently submitted its annual performance report to the U.S. Department of Education. One performance measure required Connecticut to follow up on students who had the goal of entering postsecondary education/training to ascertain if they did achieve that goal. Many staff persons from various Connecticut adult education programs worked tirelessly and made repeated efforts to contact students. Thanks to their hard work, a 59% response rate was achieved on this survey; 60% of those persons who could be reached confirmed attainment of their goal. The CSDE is extremely appreciative of and thankful for this important effort.

Statewide Policy Forum January 19, 2007

The second policy forum for Fiscal Year 2006-2007 will be held on Friday, January 19 from 9:00 A.M to 12:00 noon at the Holiday Inn in North Haven. For directions, please visit <http://www.crec.org/cetes/atdn/directions/holidayinnnh.php>. Directors are encouraged to bring at least one Program Facilitator to the forum. In the event of delays/cancellations due to the weather, please call 860-807-2125 after 7:00 A.M. on the morning of the 19th and listen to the voice mail message for the latest updates.

Writing Matters in Connecticut

The Department recently launched a writing initiative, the Writing Matters Project, on December 6th with an all-day training session entitled Writing Instruction with Adults: Linking Assessment and Instruction. Initially developed by the New York State Department of Education for Even Start participants, the training has been modified for Connecticut's use. The Writing Task Force has begun to focus on connecting assessment to instruction in a more deliberate way. To that end, a sub-committee has been reviewing research-based information on writing instruction and teaching methodologies appropriate for adult students and will be developing instructional resources and professional development opportunities specifically focused on writing instruction. The Department will be working with the Comprehensive Adult Student Assessment System (CASAS) to develop a train the trainer model early next year that will provide additional and ongoing professional development opportunities.

Legislative Program Review and Investigations Committee

The final recommendations from the legislature's study on the coordination of adult literacy programs are available on their website: <http://www.cga.ct.gov/pri/year2006studies.htm>.

State Plan for Fiscal Year 2006-07

Connecticut's state plan extension and the performance targets for the core indicators of performance for the period July 1, 2006 through June 30, 2007 have been approved by the U.S. Department of Education. A copy of this plan is now on the adult education Web site at <http://www.sde.ct.gov/sde/lib/sde/pdf/deps/adult/accountability/stateplan2007.pdf>.

New ESL Levels Beginning Fiscal Year 2006-2007

The National Reporting System (NRS) levels for reporting the performance of students in English as a Second Language (ESL) have changed. This was discussed at the Statewide Program Facilitator meeting in September. In particular, the ESL Beginning level will now be split into two levels: ESL Low Beginning and ESL High Beginning. The profile report for Fiscal Year 2006-2007 is being updated to reflect this change in the levels. Scaled score ranges for these new levels are included in the Connecticut Competency System (CCS) policy manual that is available at <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Adult/accountability/ccspolicies.pdf>.

Local Profile Report Updated

The revised local profile report for Fiscal Year 2006 and onward is now available through the Connecticut Adult Reporting System (CARS) Web site. The performance of students in Adult Basic Education (ABE) and General Educational Development (GED) programs is now presented in one table. In addition, this new report features some key enhancements including:

1. information about learners who are parents;
2. data on *new* versus *returning* students;
3. mean hours attended by educational functioning level;
4. performance on standardized tests by skill area i.e. reading, writing, math, etc.; and
5. a new GED test summary table that presents comprehensive results for GED test examinees.

A revised profile report glossary will be posted shortly on the CARS Web site. Moreover, the key changes in this report will be discussed briefly at the statewide policy forum on January 19.

Family Learning Curriculum Connections

The Family Learning Curriculum Connections Project, which was designed to link school and home by promoting meaningful two-way interactions between parents and teachers around curriculum and learning expectations, has been funded for a second year in nine Connecticut school districts. The initiative promotes the very important work of family engagement and the connection to classroom curricula. The goal of year two is to provide follow-up mini grants to build on the successes of last year's projects, to increase the scope and sequence of family engagement that is aligned with the scope and sequence of elementary classroom curriculum and to connect these with relevant CASAS competencies that relate to elementary curriculum.

Twenty-First Century Skills Training Program

The State Department of Labor (DOL) has made funding available for *Twenty-First Century Skills Training Programs* to establish and operate just-in-time, demand-driven skill training resources for businesses and their current or future employees in order to promote job growth, job retention and job creation.

One of the training fund activities apportioned \$150,000 for **Innovative Adult Basic Skills Training/Building System Flexibility and Capacity** and required the Connecticut Workforce Coordinating Committee (WCC) to identify projects for basic skills training linked to technical skills training for specific businesses and that supports collaboration between community college and adult basic education activities.

WCC funding recommendations were forwarded to the DOL for consideration, and with input from DOL staff and WCC sub committee members, the following projects have been identified for funding:

Workforce Board	Adult Ed Provider	Community College	Employer	Sector
Eastern	Norwich	Three Rivers	Waterford Hotel Group	hospitality
South Central	Wallingford & New Haven	Gateway	Yale New Haven Hospital and Masonicare	health care
North Central	CREC, Vernon	Capital & Manchester	St. Francis, Hartford and New Britain Hospitals Eastern CT Health Network	health care

For further information, please contact Maureen Wagner at 860-807-2102 or at maureen.wagner@ct.gov.

Thank you and we look forward to seeing you on January 19.