

Adult Education Block Grant : Annual Plan : 2018-19 Produced: Aug 15, 2018, 7:46 PM UTC Action Taskman

35 Southwest Riverside County Adult Education Regional Consortium

Plans & Goals - Consortium Approved

Executive Summary

Southwest Riverside County Adult Education Regional Consortium has just completed a strong year of growth and progress. As a unit, we were able to realize many of our original three year outcomes and implement some long range goals that were a focus for our team. Our allocation for the upcoming year will allow us to continue to move forward with our 2018-2019 plan and put in places some of the beginning steps needed for our next three year plan. 2018-2019 was not just an update for 2017-2018, but instead a whole new focus to continue with the progress we had made from our first three year plan. We will be building on prior year growth for the 2018-2019 academic year, and looking at using our allocations once again as carefully as possible as we continue to make progress and increase students served and outcomes accomplished. We also are putting an intense focus on the collection and achievement of data and student outcomes. Staff development, training and data review will be at the center of our plan for this transition year. Our goal as a consortium is to build on what we have built so far to increase outcomes and look at common practices for all students. This will allow us to meet student needs while increasing outcomes across the region. We will continue to offer region wide educational counseling services, additional career education classes and a greater number of more aligned classes to bridge our students into post-secondary. This will be accomplished with more support from our partners and an intensified focus on using our partners to continue to serve our students concurrently. Over the past year we increased our career education courses, including Automotive, CNA, HVAC Medical Assistant, Medical Back Office, and soft skill workshops based on the Regional Workforce report for Riverside County with areas of need. This was an increase over the prior year with much more focus and concentration on building Career Education services region wide. We also doubled the number of opportunities offered for staff development with regional workshops, trainings and opportunities to attend conferences. Lastly, we increased the number of students supported throughout our region and the number of completers and students transitioning from our program with outcomes accomplished. We are looking to continue with this progress over the next school year.

Regional Planning Overview

As we created our plan for the upcoming 2018-2019 academic year, we actually first began planning for the upcoming new three year plan. By working in this order it made the 2018-2109 plan align to our vision for the three year plan. When we created our first three year plan close to five years ago, it was extremely difficult. Although we worked collaboratively throughout the process, we were very hesitant to commit to major changes or progress. There are some of us that have been with the consortium from the very beginning and understand what we first saw as our vision and mission. This now allows us to help keep the process moving forward using history and progress we have made collectively over the years. We also have been able to put a solid foundation in place. By building this foundation, and being very realistic about what we have been able to accomplish, and what we want to accomplish, we no longer are having to spend so much time figuring out how to make things happen. Instead we can create a plan of what we will be able to implement successfully. We now see that we need to increase the relationships with our partners and build out our whole consortium over the next three years. Data and outcomes will also lead our new plan. This is very different from years ago when our focus was on creating the foundation and building buy in throughout our individual programs. With the ongoing funding being consistent and available, we are also seeing more support from our individual districts in allowing us to grow our programs and move forward implementing our plans. Even the process of creating our plan has progressed. This year we have already recently met as a group in order to plan what we individually want to accomplish and also having dialog about what each of us brings as a group to the team, what we are looking to accomplish and what we are committing to. We are also more collaborative and committed to serving our region and growing in the areas we still have not completely realized.

Meeting Regional Needs

Regional Need #1

Gaps in Service / Regional Needs

Professional Development - We see this as a need for our administrators, instructors and classified staff to ensure all our regional students receive consistent educational services and support.

How do you know? What resources did you use to identify these gaps?

We will know through culture and climate staff surveys, professional learning communities discussions and feedback, along with teacher observations and evaluations.

How will you measure effectiveness / progress towards meeting this need?

Effectiveness will be measured by an increase in data collection accuracy and efficiency. Improved instruction and rigor in classroom measured by assessment data, attendance and program completion rates.

Regional Need #2

Gaps in Service / Regional Needs

Increase career education courses throughout the region that align to post-secondary, certificate, degree programs and regional employment needs.

How do you know? What resources did you use to identify these gaps?

Local Workforce Development data and the Regional Labor market reports were used as references to identify these gaps. Community partner input was also used to identify local needs.

How will you measure effectiveness / progress towards meeting this need?

Program progress will be measured by the number of new courses created in identified workforce areas and student enrollment and completion rates.

Regional Need #3

Gaps in Service / Regional Needs

Increase Student Support and Transition Services

How do you know? What resources did you use to identify these gaps?

Assessments, surveys, placements, completions and enrollment data are used to evaluate need and progress.

How will you measure effectiveness / progress towards meeting this need?

We will look at student outcome data, completion rates, student surveys and student success.

Gaps In Service

New Strategies

Strategy #1

Each member will develop a professional development plan that addresses the needs of their program and aligns to our entire consortium goals. Professional development is an agreed area of need throughout our consortium as we look forward to our next 3-year plan. Our plan will support an increase in data use, rigor in the classroom and student progress as a result.

Strategy #2

Implementation of new Career Education course and the development of career pathways that align to the workforce needs of our region.

Strategy #3

Student Support and transition services staff will facilitate numerous activities throughout the school year to address the needs of the students to increase post-secondary and career opportunities. This may include additional FAFSA workshops, education plans, tours, referrals to support service providers, and workforce readiness workshops.

Seamless Transitions**New Strategies****Strategy #1**

Increase student support services to assist with career and post-secondary transition.

Strategy #2

Strengthen the relationship with AJCC to support employment training opportunities.

Strategy #3

Increase relationships with our local community college to create co-enrollment opportunities.

Strategy #4

Increase on-site opportunities for community college to include assessment, registration and financial aid.

Student Acceleration**New Strategies****Strategy #1**

We are emphasizing the increase in course offerings to support students need and educational levels. With levels of classes we will have the ability to group students to increase capacity.

Strategy #2

Compressing, accelerating, and remediating are strategies that will support student progress.

Strategy #3

Incorporating more online options will allow our students to accelerate.

Professional Development**New Strategies****Strategy #1**

Building support staff capacity. This is vital to student success in our region. This strategy will include, increased knowledge on student placement, data analysis and transition services.

Strategy #2

Instructors will be given numerous opportunities to participate in data, instructional and curriculum trainings. These trainings will involve regional workshops, TAP and staff development with many of our consortium partners.

Strategy #3

We will continue to build leadership and community among our administrators and executive committee members.

Leveraging Resources

New Strategies

Strategy #1

In partnership with Riverside and San Bernardino Building and Construction Trade Council, Riverside County Sheriff's Department, Riverside County Probation Department, local cities, California Family Life Centers and AJCC we are expanding our student opportunities.

Fiscal Management

A narrative justifying how the planned allocations are consistent with the annual adult education plan which is based on your AEBG 3-year plan.

For the past three years, we have followed our initial plan and budget as we began implementing and expanding. We were fortunate to save some additional funds that were not allocated initially, to support new and innovative programs within our consortium. This allowed us to plan as individual programs but also support each other as new ideas were proposed. As we looked to creating a budget for the 2018-2019 academic year, we relied on this previous strategy and continued to budget some non-allocated funds. As a consortium we also have many protocols in place that allow us to stay on budget with expenditures and when requesting additional funds or budget changes. With these very transparent practices in place and with the fiscal lead still having oversight on all reporting, there is a culture of accountability and integrity to the plan. All of our dialog and forward planning stays true to the original intent of our plan and the progress we have mapped out for the upcoming three year plan.

An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2018-19.

As a consortium we were impacted when the first year allocations were given so late in that first year. Many of us were not able to actually implement our plans and spend accordingly. This has followed some of us over the last couple years. We wanted to ensure that expenditures were still aligned with our original plan. As separate programs, many of us faced concerns from our districts about returning rollover funds. We needed to plan how to utilize rollover funds while still staying aligned to our three year plan and the impact when hiring staff. All of these came into play as we continue to spend down our rollover allocations. One strategy to spend down rollover funds included our community college partner, and their hiring of counseling staff to support the whole consortium. This expense was incurred by their program and within their allocation to help support post-secondary student transition. We also used rollover funding to support staff development and training for the 2017-2018 school year and will continue this practice into the 2018-2019 school year.

Certification

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