

# 52 San Luis Obispo County Adult Education Consortium

## Plans & Goals - Consortium Approved

### Executive Summary

The San Luis Obispo County Adult Education Consortium (SLOCAEC) serves the residents of San Luis Obispo County, which includes several cities and rural communities. SLOCAEC members and partners implement equity-minded, adult education programs throughout the San Luis Obispo County communities, integrating educational and workforce components that provide seamless transitions to assist students in attaining employment and/or civic engagement. In accordance with AB104, SLOCAEC completes an Annual Plan each year and a Three Year Plan every three years. All members and partners participate in a comprehensive strategic planning process to complete each of the plans. The strategic planning process includes a review and evaluation of labor market data, community needs assessments, student surveys, and a variety of student data. Through this process the consortium developed five SMART goals outlined in the 2018-2019 Three-Year Plan. During the 2020-2021 academic year SLOCAEC continued to make progress towards achieving each of the goals set forth in the three-year plan, and more importantly in meeting the adult education needs of the region's current and potential adult learners. However, the progress on achieving these goals was drastically impacted as the consortia members shifted priorities to meet student needs during the on-going pandemic throughout the year. While the consortium was making great strides the Covid-19 pandemic abruptly interrupted adult education programming and services in March 2020. As the pandemic continued to spread in 2020, the progress of the consortia SMART goals was halted as priorities shifted to meet student needs and continue programming during the pandemic. During the 2020-2021 academic year; administrators, faculty, and staff participated in trainings and certifications to ensure quality distance education. Faculty were certified in distance education instruction, while administrators and staff participated in professional development to learn and share innovative ideas to provide excellent student support services and adult education programming in a remote environment during the pandemic. During the uncertainties and struggles of Covid-19, consortia members not only survived during these trying times but also succeeded. As a consortium, we not only provided students with technology but developed innovative student support services that provided students with technology skills to ensure success in online learning. By spring 2021, enrollments had increased, student completion rates stayed steady, and retention rates had increased. Most importantly, we instilled confidence in students as they learned technology skills and strategies for success in online learning, which in turn increased success and retention rates. As we move forward past the pandemic, we have begun the planning and implementation for a "soft" transition to in-person programming while maintaining online courses. Collaboration with partners has returned with great enthusiasm and motivation to return face-to-face adult education programs throughout our communities. Our goal is to return at least 50% of face-to-face instruction consortia wide to for fall 2021. All student support services will be offered in person as well as virtually. Childcare services will return by January 2022. During 2021-2022 many in person activities will resume such as student recognition events, Job Fairs with local partners, and IELCE events to contextualize student learning. As our consortia members enter the new academic year, we will prioritize our vision to ensure we are responsive to the unique needs of our adult learners in San Luis Obispo County. We will continue to develop innovative educational programs and offer student support services to help our students succeed. Our adult education programs and supportive services will teach students to think critically, progress academically, and participate as engaged citizens in their communities. To accomplish this vision, we will continue to work towards our SMART goals outlined in our Three-Year plan. Our K-12 members will continue their work to update ESL curriculum so that it is identified by level and aligned across consortia, increase ESL enrollments to a minimum of 10 students per class, and have at least 50% of ESL students complete a CASAS pre and post-test. All members will continue to work towards our goal to develop a shared procedure for tracking student support services, from the onboarding process to exiting our programs. This is critical so we can offer seamless transitions to our students across adult education programs. Another critical goal for our consortia is our continued integrated partnership with the San Luis Obispo County Workforce Development Board to leverage resources and increase employer engagement and braid resources with America's Job Center of California (AJCC).

### Regional Planning Overview

Our consortium is moving past the pandemic and able to get back on track to achieving our goals set forth in our three-year plan. Our first task has been to review our community needs from our three-year plan and ensure we have an accurate

assessment of what educational programming is our priority. We have also collaborated with our Workforce Development Board and local Chambers of Commerce to meet the workforce needs of residents in the county returning to work after the pandemic. Our regional demographics continue to report over 20,000 residents in our county do not have high school diploma, nearly 31,000 adults with disabilities reside in San Luis Obispo County, and over 16,000 residents over the age of 18 have limited English. This regional demographic data reveals the need for adult education programming in San Luis Obispo County. Our consortium is working to develop additional Vocational, Workforce Preparation, and Short-term CTE programming to meet the workforce needs reported in the June Labor Market Report. In 2021-22, our consortium will offer courses in all program areas in both face-to-face instruction as well as distance education. Our consortium will offer a variety of instructional modalities to meet the diverse scheduling needs of our students throughout the county. During the 2021-2022 academic year SLOCAEC will continue to implement programs to meet the adult education needs in our county and close regional gaps. We will continue to focus on state goals by leveraging resources, implementing innovative strategies for student success, and shared professional development opportunities that will support both new and existing programming. We will ensure equity for our adult learners who are often the most disproportionately impacted and in most need of assistance. Our consortium will continue to work efficiently and effectively towards achieving the SMART goals outlined in the Three-Year Plan. The areas of focus are: develop a shared procedures for tracking student support services from entry to exit to provide a seamless transition, increase retention and persistence of our students by implementing innovative strategies, develop College and Career pathways that reflect our local workforce needs, increase English as a Second Language enrollments, improve the process of seamless transitions to career or college pathways through models of best practice. Our consortium will implement the three-year plan by strategically aligning with the local Workforce Development Board plan for the region, District Master plans, state initiatives, and collaboration with community partners throughout the county.

## Meeting Regional Needs

### Regional Need #1

#### Gaps in Service / Regional Needs

As we transition from the pandemic we identified a need for more face to face instruction for all adult education programming.

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

Due to the pandemic, face-to-face instruction was eliminated during the 20-21 academic year. Many adult education students struggled with the online modality and lost access to instruction. A review of course offerings across consortia reveal the need for face-to-face instruction for adult education learners.

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

Our consortium will measure effectiveness by reviewing the number of face-to-face course offerings in May 2022.

### Regional Need #2

#### Gaps in Service / Regional Needs

There is a need for vocational and short term CTE programming to meet the workforce training needs for local employers as our county residents are re-entering the workforce after the pandemic.

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

The Workforce Development Board released the San Luis Obispo County Labor Market Report in June 2021 and the data revealed the increase in unemployment in our county. Our collaboration with the WDB and local employers revealed the need for a skilled workforce that can re-enter employment after the pandemic.

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

The effectiveness of this will be measured by the increase in program development for vocational and workforce training.

## Gaps In Service

## New Strategies

### Strategy #1

Due to the pandemic we have experienced a service gap with in-person instruction in all program areas. Many adult education students struggled with the abrupt transition to online instruction due to Covid-19. Despite our efforts to provide technology support to students many felt overwhelmed and lacked confidence to make the transition to online learning. Our communities are looking forward to the return of in-person instruction throughout the county, especially in rural areas where transportation is a barrier. To address this gap, consortia members are working with administration to identify protocols and policies for the return of on-campus instruction. Members are collaborating with community partners to leverage resources and utilize various off-site facilities throughout the county to bring adult education programming and services to rural areas throughout the county.

### Strategy #2

The San Luis Obispo County Labor Market Report released in June 2021 revealed the increase in unemployment rates for our county. The local Workforce Development Board and America's Job Center for California have shared the need for educational workforce training programs to close the workforce preparation gap our county is experiencing. Our consortium is partnering with the WDB and AJCC to implement a grant that will offer Digital Literacy and computer skills. We will use this grant to pilot a college and career pathway model that will provide educational and workforce training with direct opportunity for internship and employment.

### Strategy #3

Our K-12 members are experiencing a gap with providing their students with access to technology. As many courses and programming are still in an online modality this is minimizing access for many potential adult learners. To address this gap, our K-12 members are collaborating with their district administration to leverage resources and access federal Covid relief funds to support the purchase of additional technology for adult education students in their districts.

## Seamless Transitions

### New Strategies

#### Strategy #1

Our K-12 members are working to align ESL curriculum and student performance outcomes to identify student completion and develop a transition path for existing K-12 ESL programs.

#### Strategy #2

Our consortium will continue to work on a shared process for tracking student on-boarding and exiting of programs. This shared data will ensure a smooth transition across all systems.

#### Strategy #3

Our consortium is in collaboration with the WDB and AJCC to create a college and career training program that will allow students who have successfully completed the educational programs to transition into internships and employment.

## Student Acceleration

### New Strategies

#### Strategy #1

Our consortium will continue collaborating with local employers and community partners to develop college and career pathways that lead to gainful employment.

**Strategy #2**

Our consortium members who are also WIOA Title II agencies will utilize IELCE in ESL programs to accelerate workforce preparation and training skills for ESL students.

**Strategy #3**

Our consortium continue to research the IBEST model to develop programming that will accelerate students learning and workforce goals.

## Professional Development

### New Strategies

**Strategy #1**

The SLOCAEC is committed to providing administrators, faculty, and staff with professional development to foster learners' persistence and goal attainment. This provides an opportunity to learn together, network with other adult education programs, and learn strategies to implement best practices. Professional development is critical to stay up to date on policy changes, program effectiveness, and strategies to effectively and efficiently implement our Three-Year Plan. SLOCAEC has sent several teams of administrators, faculty and staff to various conferences and trainings such as: CASAS Summer Institute, Association of Community and Continuing Education (ACCE) Annual Conference, Commission on Adult Basic Education (COABE), Academic Senate for California Community Colleges Curriculum Institute, EL Civics Conference, CAEAA, CCAE , CAEP Webinars, CAEP Summit. Through these professional development opportunities and experiences administrators, faculty, and staff have worked cooperatively to develop curriculum, programming, outreach, and student services to help students succeed through their educational, personal, and career pathway. During COVID-19 these opportunities continued through virtual and online training opportunities.

## Leveraging Resources

### New Strategies

**Strategy #1**

The consortium will continue to actively research and apply for grant opportunities that can leverage adult education programming in our county.

**Strategy #2**

Our consortium will leverage resources with our WDB to implement college and career training programs by using WDB grant funds to assist in the development of this programming.

**Strategy #3**

Continue to participate in district wide committees and regional and local planning to ensure adult education is recognized, supported, and aligned with the consortium plans.

**Strategy #4**

Our consortium will work with community partners to leverage resources by attaining MOUs that allow facility use for adult education programming at no cost.

## Fiscal Management

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

The Annual Plan is derived from the Three-Year Plan for the San Luis Obispo County Adult Education Consortium and is approved through the consortium governance process. Allocations are in alignment with the SMART goals and strategies outlined in the plan and are also delineated accordingly in the CFAD and Member Plans which are also reviewed and approved through the governance process in public meetings. This ensures that all expenditures are in compliance with AB104 and directly benefit or support student learning and goal achievement. Classified salaries directly support student services and the onboarding experience, instructor salary focus on developing curriculum in all program areas that provide students with quality and rigor instruction, delivering of instruction and/or coordination and support of program development, partner coordination and delivery of services to students. Similarly, other expenses include the tracking and reporting of CAEP services, other services to students including job development and job placement assistance, and materials and supplies for program operation and delivery of instruction.

**An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2021-22.**

Carry over funds are expected due to delays in carrying out programs and services because of the closure of facilities and campus, as well as the conversion to virtual format. Continued implementation of the SLOCAEC Annual Plan and Three-Year Plan, ensures that all expenditure goals will be met in PY 2021-2022.

## Certification

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08/11/2021 02:22 PM PDT

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08/11/2021 02:57 PM PDT

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08/11/2021 08:04 AM PDT



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