

## 52 San Luis Obispo County Adult Education Consortium

CONSORTIUM APPROVED

2024-25

### Plans & Goals

#### 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 throughout the county. The consortium continues to be committed to designing and implementing strategies that address the diverse needs of learners, promotes inclusivity, and ensures access and support for all students. The San Luis Obispo Adult Education Consortium in collaboration with community and district partners, participate in a comprehensive strategic planning process to develop the annual plan. The strategic planning process includes a regional scan to evaluate current demographics, labor force data and the economic climate. The regional scan is enhanced with data available through Launchboard, MIS, and Tops Enterprise, as well as student demographic data to better understand the needs and barriers of adult learners. Using the data and results from the regional scan, the San Luis Obispo County Adult Education Consortium identified the following to focus on for the upcoming year:

- Assess and evaluate services provided and identify gaps
- Assess and evaluate potential duplication of services to ensure strategic collaboration across the consortium
- Establish strategies and activities to meet regional needs
- Identify opportunities to leverage resources
- Close equity gaps through the seven promising practices approach
- Identify professional development opportunities to for administrators, staff, and faculty that are aligned with CAEP, Student Equity & Achievement Program, and Vision 2030

The Annual Plan process determined the priorities for implementation during the 2024-2025 academic year. Annual allocations, budgets, and work plans are derived from the Three-Year Plan, and specifically, from the regional needs identified in the annual plan to ensure alignment and support the development of educational programs and intentional student support services that will promote student success. The annual planning process identified opportunities to expand educational programming, close equity gaps, develop new programs to meet the regional educational and workforce needs, and expand regional opportunities for greater collaboration to enhance leveraging of resources to support adult education.

During the 2023-2024 academic year our adult education consortium focused on the following:

- Expanding ESL programming to increase access
- Increase enrollments in ESL, GED, and HSE
- Increase retention in ESL, GED, and HSE
- Initiating WASC accreditation for San Luis Coastal & Lucia Mar Unified School Districts
- Enhance and expand transitional opportunities and services for adult learners
- Increasing transitions to Post-Secondary education

The consortium is excited to report on the significant achievements and milestones reached in our adult education programs over the past year. These accomplishments highlight our ongoing commitment to expanding access, enhancing educational quality, achieving higher recognition for program rigor and fostering community partnerships. Below is an overview of our key successes:

- 6% increase in ESL course offerings
- 41% Increase in ESL enrollments
- 80% course completion rate for ESL students
- 55% increase in GED enrollments

- 76% course completion rates for GED students
- Implemented strategies to close equity gaps and increase student success
  - Weekly student success workshops (time-management, study skills, navigating Canvas, etc.)
  - Increased academic support outside of the classroom through expanded embedded and drop in tutoring for ESL and GED
  - Integrated student services in adult education programming and increased student engagement (Food Pantry, Basic Needs, Monarch Center, EOPS/CalWorks)
  - Created inclusive spaces to build campus community and foster a welcoming learning environment for diverse student populations (Student Success Center, Library, Learning Resource Center, Affinity Program)
- Transformed the student onboarding experience through a student-centered approach
- Implemented a case management system platform to follow the students educational journey and provide intentional support with follow up
- Intentional class scheduling around students' work schedules, offering flexible hours and sites, improving online services and access to course work through Canvas
- Achieving 3-year WASC accreditation Lucia Mar Adult Education Program
- Implementing Lucia Mar USD Cosmetology Program in partnership with district CTE
- Exploring and developing guided pathway opportunities in SLCUSD focusing on culinary arts
- Templeton increasing transition to postsecondary education by over 50%

These accomplishments reflect the program's dedication to expanding access, enhancing educational quality, and supporting learner success. The achievements demonstrate progress toward our strategic goals and provide a solid foundation for future growth and development.

### **Regional Planning Overview**

The consortium assessed the needs of adult education and workforce services in San Luis Obispo County through a strategic planning process that includes a regional scan to evaluate the current demographics, labor force data, and economic climate. The regional scan is enhanced with performance data available through Launch board and Tops Pro Enterprise, as well as student demographic data to better understand the needs and barriers of this student population. The consortia members and partners examined regional data that includes enrollments, access to adult education courses (course scheduling) in all program areas, performance outcomes, and transitions to post-secondary education and the workforce. Student input was collected through student surveys to help identify the needs of the diverse populations throughout the micro communities within San Luis Obispo County. SLOCAEC members and partners created activities and initiatives for each objective in its Three Year Plan. Performance measures are outlined in the plan to provide a process for program review, and monitor implementation and progress. The Annual Plan incorporates the short-term goals and strategies outlined in the Three-Year Plan to ensure the Annual Plan directly accomplishes the implementation of the longer-term goals.

## **Meeting Regional Needs**

### **Regional Need #1**

#### **Gaps in Service / Regional Needs**

There are currently over 36,000 residents in San Luis Obispo who have disabilities and the consortium is only currently serving 335.

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

Through community partnership discussions and engagement we have identified that there is a critical need to leverage resources in the county support organizations who offer services to these populations. These agencies are often under funded and staffed and need support to provide educational, personal, and professional growth opportunities to this population.

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

The consortium will measure effectiveness by the increase in partnership meetings and expansion of program services and dedicated funding to support this need.

## Regional Need #2

### Gaps in Service / Regional Needs

Access to accelerated learning models.

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

The consortium reviewed transition data and assessed last years strategies to determine the need for accelerated learning models.

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

The consortium will measure the effectiveness by:

- the number of accelerated learning model pathways are development
- identify faculty, staff, and administrators for basic skills and career technical education and employers and provide opportunity for community engagement and discussion
- dedicate funding to support integrated learning models

## Regional Need #3

### Gaps in Service / Regional Needs

Increase career education programming that supports employment in living wages

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

There is a need an opportunity to develop career education programming in different sectors in San Luis Obispo County. Although the unemployment rate is a low 3%, 38% of individuals employed are living in poverty. We need to develop career educational opportunities that lead to sustainable living wages.

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

The consortium will measure effectiveness by:

- The number of career development programs offered
- dedicate funding for this regional need
- review data to assess the number of students who have achieved sustainable wages

## Address Educational Needs

### 2024-25 Strategies

#### Strategy Name

Increase access to educational opportunities for Adults with Disabilities

#### Activity that Applies to this Strategy

Increase Seamless Transitions

#### Metrics that Apply to this Activity/Strategy

- Transition: Participants with Transition to ASE (AE 500 - Overall)

#### Strategy Description

Increasing access to programming for adults with disabilities involves implementing strategies and practices that ensure inclusivity, remove barriers, and provide tailored support. The population of residents with disabilities in San Luis Obispo County is 36,289. Cuesta College will lead the efforts to expand AWD programming to close the equity gap and expand

programming for this population across the county. The following strategies will support the consortia in meeting this objective:

- Establish a dedicated task force to oversee and coordinate all efforts related to increasing access for adults with disabilities
- Strengthen partnerships and engagement with disability advocacy organizations and communities to better understand their needs and perspectives
- Leverage funds to enhance accessibility, which can fund staff training, curriculum, and direct student support services

By implementing these strategies, adult education programs can significantly improve access and create a more inclusive environment for all learners.

### Strategy Name

Implement Accelerated Learning Models

### Activity that Applies to this Strategy

Increase Seamless Transitions

### Metrics that Apply to this Activity/Strategy

- Transition: Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)

### Strategy Description

Implementing an accelerated curricular model in adult education can significantly enhance the efficiency and effectiveness of learning. This model focuses on delivering education in a condensed time frame, allowing learners to achieve their goals faster while maintaining high educational standards. The following strategies will support the consortia in meeting this objective:

- Establish a dedicated task force to oversee and coordinate all efforts related accelerated learning models
- Foster community dialogue that includes local employers, key district stakeholders, and workforce development
- Professional development opportunities for faculty and staff
- Curriculum development and design
- Best practices for enrollment, persistence, and engagement reviewed and implemented
- Continue to utilize both in-person learning opportunities as well as virtual instruction with the use of on-line learning programs being made available to students. In this endeavor students can be self-paced while also receiving much needed one-on-one support and instruction
- Providing opportunities for current students and graduates to meet and talk with representatives from local post secondary schools as well as job placement in the county.

### Strategy Name

Increase Career Education Programming

### Activity that Applies to this Strategy

Increase Seamless Transitions

### Metrics that Apply to this Activity/Strategy

- Transition: Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)

### Strategy Description

The consortium understands the unique needs and challenges are adult learners face and seek to advance their careers, transition into fields, or re-enter the workforce to achieve sustainable wages in San Luis Obispo county. The consortium will develop comprehensive career education programming that serves the needs of our community. We aim to develop programs that will equip students with the practical skills, industry knowledge, and confidence needed to navigate their career paths effectively. The following districts will focus on the following:

- Cuesta College will implement a Commercial Drivers License program
- San Luis Coastal will look to grow their enrollment in the culinary arts classes currently available to students. In addition, SLCUSD will explore and develop a paraprofessional certification program to help support much needed workforce development within the district and the region as a whole.
- Lucia Mar will begin exploring additional CTE pathways for adult learners; considerations are: Culinary Arts, Welding /Auto and/or Health related fields
- Templeton will work to help students transition to the various CTE options within the consortium

## Improve Integration of Services & Transitions

### 2024-25 Strategies

#### Strategy Name

Expand Outreach throughout the consortium to increase awareness of educational opportunities

#### Activity that Applies to this Strategy

Increase Seamless Transitions

#### Metrics that Apply to this Activity/Strategy

- Transition: Participants with Transition to ASE (AE 500 - Overall)

#### Strategy Description

The consortium will develop and implement strategic outreach initiatives that are intentional and promote programming to our diverse communities. The consortium is committed to innovation, collaboration, and a deep understanding of the community's needs. We will invest in these efforts to pave the way for greater educational opportunities that are intentional in closing equity gaps for adult learners. By broadening access and support, we will ensure that adult education is inclusive opportunity that transforms lives, strengthens communities, and builds brighter futures. The consortium will identify programs with low enrollments and increase those enrollments by 5%. The following are specific action items the consortium will prioritize to improve and expand outreach efforts:

- Invest in promotional materials and advertising
- Increase social media
- Implement outreach campaigns for new programming

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#### Strategy Name

Leverage resources

#### Activity that Applies to this Strategy

Increase Seamless Transitions

**Metrics that Apply to this Activity/Strategy**

- Transition: Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)

**Strategy Description**

The consortium will efficiently utilize available resources to expand programing and services to support student success. We will prioritize enhancing community partnerships, identifying grant opportunities, and seeking institutional collaborations to grow and sustain adult education.

## Improve Effectiveness of Services

### 2024-25 Strategies

**Strategy Name**

Monthly Workgroup Meetings

**Activity that Applies to this Strategy**

Increase Seamless Transitions

**Metrics that Apply to this Activity/Strategy**

- Transition: Participants with Transition to ASE (AE 500 - Overall)

**Strategy Description**

The consortium will schedule monthly meeting to review and asses progress of each objective. Members will present monthly progress.

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**Strategy Name**

Data Sharing

**Activity that Applies to this Strategy**

Increase Seamless Transitions

**Metrics that Apply to this Activity/Strategy**

- Transition: Participants with Transition to Postsecondary (CTE) (AE 636 - Overall)

**Strategy Description**

Consortia members will improve data collection and implement best practices for data driven decision-making.

## 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 fiscal management section outlines our consortia approach to planned allocations and their alignment with the annual and three year plan, while also detailing the integration of carry-over funds. Our strategy ensures that financial resources are allocated efficiently and effectively to support our educational objectives.

Our financial allocations are designed to align with the goals and priorities outlined in our annual and three year plan. We prioritize funding for key areas such as program development, instructional materials, professional development, instruction, student services, and administrative support.

To ensure consistency with the annual plan, we will review and adjust our budgetary allocations based on data, emerging needs, and feedback from stakeholders. This dynamic approach allows us to stay responsive to changes and maintain alignment with our strategic objectives. Quarterly financial reviews will be conducted to monitor progress and make necessary adjustments. Working team members will report to the executive team quarterly.

We will continue to monitor and track program expenditures through each districts tracking mechanism to monitor use of funds and ensure accountability. Regular financial reports will be reviewed to assess expenditures and make adjustments as needed. We will provide transparent updates to stakeholders and executive team members to keep them informed about financial management and the impact of allocated resources.

By adhering to these practices, our consortium will effectively manage financial resources, ensuring that they are used in a manner that supports our mission and aligns with the strategic objectives of our annual and three year plans.

**An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2024-25.**

SLOCAEC designed a tool for addressing carry over funds through a corrective action plan. The consortium has worked together to address needs across the county to ensure funds are allocated appropriately to maximize services throughout the county.

Carry-over funds from previous fiscal periods are strategically incorporated into the current plan to enhance program effectiveness and sustainability. These funds are allocated based on identified needs and opportunities for improvement. We prioritize using carry-over funds for initiatives that will advance our long-term goals.

In the 2024-2025 academic year our Three Year Plan outlines steps to increase enrollment, student success, and transition to workforce and/or post secondary education. The activities that will be implemented to support these goals will improve our targeted budget expenses and address the increase in carry over we have experienced during the pandemic. The following activities will support our efforts to meet our spending targets:

- Hire full time Bilingual Academic Success Coach
- Provide instructor mentorships for new ESL/ ABE faculty
- Hire faculty lead for Adults with Disabilities Program
- Increase in person student support activities on campus and off campus locations
- Increase wraparound services for all program area
- Recruit and fill vacant positions

## Certification

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