

# 70 North Central Adult Education Consortium (Yuba)

## Plans & Goals - Consortium Approved

### Executive Summary

NCAEC works with stakeholders and partners to provide educational programs and services that prepare students to successfully transition to careers and post-secondary education. NCAEC's 2019-2020 annual plan is aligned directly with its three year plan. This year's plan will focus on short term local and regional goals that support the four overarching goals for the consortium's three-year plan: 1. By September 2019, Implement the Community Pro Suites Data and Referral Software; 2. Develop a consortium marketing plan including a student friendly website, program brochures, and a consortium catalog by November 2019. 3. By January 2020 develop a comprehensive consortium needs assessment 4. Implement a career readiness system including career plans, career readiness and course certificates and a digital badging system by June 2020; 5. By August 2020, expand program offerings by 10%. This year's plan builds upon the accomplishments of 2018/2019 and will continue to coordinate and develop an integrated adult education system across local school districts and the community college by leveraging resources, developing seamless transitions, implementing innovative strategies, and shared professional development opportunities that will support both new and existing adult education students. The consortium has worked efficiently and effectively and will continue to develop programs and strategies that connect the adult learner with regional resources and social services that guide and assist them with their educational goals while mitigating barriers to their success. NCAEC has developed new programs, modified curriculum, and implemented supportive services to improve student success, accelerate learning, and increase successful course completion. NCAEC has and will continue to leverage funds to increase programs and services to students, increase access to programs through distance education platforms, and to increase the number of career opportunities through the development of short-term CTE programs.

### Regional Planning Overview

The consortium's three year plan is currently being implemented through short term goals that were established during the three-year planning process. This year's annual plan will establish benchmark goals that are supported by the short term goals, and support the long term goals of the three year plan. One of the immediate goals of the consortium is to establish ad-hoc committees that are aligned to the four overarching goals. These committees will do the ground work for the establishing the short term goals for each long term goal, and carry out the work needed to accomplish the goals.

## Meeting Regional Needs

### Regional Need #1

#### Gaps in Service / Regional Needs

Expand and continue on-going outreach that will market and expand programs and services to adult learners.

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

NCAEC members have made efforts to market our consortia, programs, and services throughout the region but some agencies and populations are still unaware of what we do and provide. This information was based on surveys and the three year planning meeting conducted in each region.

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

Per the consortium's three year plan, effectiveness will be measured through: the number and types of marketing efforts implemented; enrollment; new surveys; number of new programs; updated website; number of expanded partnerships

### Regional Need #2

#### Gaps in Service / Regional Needs

Align local programs and services between K-12/College/WIOA partners

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

Data from research on three year plan; Lack of knowledge and service alignment/coordination between agencies; Duplication of services and programs.

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

Less duplication; Increased collaboration; Leveraging of funds; Participation at meetings; Development of a resource guide; implementation of Community Pro Suites

**Regional Need #3**

**Gaps in Service / Regional Needs**

Develop and implement education/training programs and services that significantly reduce barriers ,and improve student skill sets and transition rates

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

Research form consortium 3 year plan which included demographic fact sheets; employer surveys, labor market information (LMI), course certificates, graduate data, and participant surveys

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

Increased enrollment, increased services, improved transition rates, improved unemployment rates, improved co-enrollments; LMI, Demographic Fact Sheet, graduate data; CTE certificates

**Gaps In Service**

**New Strategies**

**Strategy #1**

Expand and align local and regional programs and services between K-12/College/WIOA partners: Services include systems of support that reduce or eliminate barriers to education, training and employment. Programs include education and training courses that lead to secondary completion, and/or employment. NCAEC will expand the roles of regional navigators and collaborate with WIOA programs and other community based organizations to leverage support services for students. NCAEC will develop a resource map to ensure students are aware and have the services and support they need to complete their programs.

**Seamless Transitions**

**New Strategies**

**Strategy #1**

NCAEC currently has four regional navigators that assist potential and enrolled students in exploring regional programs and services, accessing resources and opportunities for adult education and workforce training throughout region. All navigators have had a positive impact on improving student transition and referral rates. NCAEC plans on continuing to fund the 4 regional navigators to assist students with transitions, overcoming barriers, and expanding services throughout the region.

**Strategy #2**

NCAEC has began the process of aligning ESL and CTE courses between secondary and post-secondary programs. Additional ESL staff members have been hired at the post-secondary level to facilitate program alignment. NCAEC members will continue to collaborate to seamlessly align local and regional programs (ESL,CTE, ASE), and assessments (Course, Diagnostic), between partners. (secondary, post-secondary, industry, WIOA, Apprenticeships). Per the consortium three year plan, new VESL courses will be piloted as well.

**Strategy #3**

NCAEC lacks the resources and training to accurately and consistently report and share student and program data between partners. NCAEC will train members to use software programs that ensure data is properly captured, reported, and shared between members and stakeholders including WIOA partners. Data sharing will be used through Community Pro Suites, TE, and other mediums to facilitate needs assessments and ultimately drive program improvement

## Student Acceleration

### New Strategies

#### Strategy #1

Many NCAEC students continue to have limited access to transportation, resources, and courses that align with their career interests. Additional investments in online curriculum will improve access and create opportunities for students to enroll in a large variety of classes that better meet their needs. Online courses will allow students to complete courses at their own pace and provide resources to reinforce and support learners at all levels.

#### Strategy #2

NCAEC will continue to collaborate with educational and industry partners to develop and implement short-term CTE courses that result in an industry based certification. Courses will directly align and supplement local and regional CTE courses and programs. Short term courses will simultaneously focus on technical, academic, and soft skills to ensure students are job ready upon completion

#### Strategy #3

NCAEC has expanded ESL offerings due to the large demand for classes. Partners will continue to collaborate and expand ESL and VESL offerings and develop certificates of completion for courses, and skill attainments. ESL programs will also be implementing additional online programs and resources including Burlington English and USA Learns to supplement speaking and learning in real world contexts.

## Professional Development

### New Strategies

#### Strategy #1

NCAEC members will dedicate staff time and resources to participate in regional and local professional development that aligns with consortium and individual member needs and goals. Consortium-wide, NCAEC will primarily focus on professional development related to instruction, assessment, student services, and data and accountability systems. NCAEC members will develop PD priorities and work directly with AEBG partners: TAP; OTAN; CALPRO; CASAS; WIOA to tailor training and instruction.

## Leveraging Resources

### New Strategies

#### Strategy #1

NCAEC members are also members of local LWDB's; Strong Workforce Consortium's, and receive WIOA Title II grants. NCAEC members also leverage funds from: LCFF; General Fund; CCCCO; CTEIG, Perkins, ROP, and CALWORKS. All members collaborate

directly with employers, community based organizations, libraries, and One-Stops to leverage WIOA Title I, III, IV funds and resources. NCAEC will continue to focus on expanding partnerships and pursuing grants to supplement CAEP fund

## 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.**

Through ad-hoc committees, NCAEC's members will continue to collaborate with community stakeholders and WIOA mandated partners throughout the year to gather input, evaluate resources and services, and assess student and program needs both locally and throughout the region. As previously discussed, three year plan long term goals are used to develop the short-term goals of the annual plan. All members participate in the development of the annual plan which aligns expenditures with consortium planned activities for the year. Each member will work with their stakeholders to develop their member plan budget and expenditures which will align with consortium 3 year annual plan and goals.

**An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2019-20.**

NCAEC members that carried-over funds plan on allocating the additional funds to cover the costs of maintaining and expanding programs and services; hiring additional staff to serve students, and creating additional opportunities for professional development and collaboration time. Carry-over funds will assist with meeting the increased demand for adult programs and services and increased need for training. NCAEC has new and veteran staff members that have little knowledge of data and accountability programs. As previously mentioned collaboration time will need to occur in order to align curriculum and services between local and regional partners and members. These are all strategies planned for the upcoming year that will need additional investments.

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