

South Dakota Adult Education and Literacy Program Quarterly Report (July 2018-September 2018)

Site: Cornerstones Career Learning Center, Inc.	Prepared by: Kim Olson	Date: 11/1/18
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Assessment

- **Local providers will submit, with each quarterly report, a list of students who post-tested *before* the minimum number of instructional hours: ABE=40 hours; ASE=30 hours; ESL=60 hours. Explanations will need to accompany the list of exceptions. The state will monitor to ensure compliance with applicable state and federal requirements.**

Local agency administrators must approve, monitor, track, and document—both to the state and in the learner’s file—the students for whom the instructors seek exceptions; the exceptions to the rules may not become the norm for post-testing (*AEL Policy Manual §10.2.2-J*).

Data Quality

- **Submit a copy of your agency Dashboard with a narrative detailing the anomalies**
- **Submit LACES Tables 1, 2, 3, 4, 4b, and 6**

Director’s Comments (please address accomplishments, challenges, problems, needs, and/or suggestions):

Explanations for any posttest deviations are noted in Laces in the participant note section.

Data Health –

There are some good reasons that students are not always assessed within 10 days. They include things like a student comes to English class for their first time without completing enrollment/assessment. The teacher then collect the enrollment information but does not get to the assessment and then the student doesn’t come back for a week or more. That puts us over 10 days. The other reason that the state will continue to see this number grow is because of the more rigorous demands of TABE 11&12. Some of the students eligible for post testing carried instructional hours into the New Year but were out of class for the summer months so they need some more instructional time this fiscal year before we start post testing.

The Dashboard overall does not look any different than last year and I think we are doing a good job on data tracking. Please let us know if you observed any issues.

Post Testing Rate

	Current FY	Previous FY	Difference
Huron	1%	0%	+1%
Mitchell	6%	0%	+6%
Aberdeen	2%	2%	0%
Vermillion	0%	22%	-22%
Yankton	11%	8%	+3%
Combine	2%	1%	+1%
State	18%	19%	-1%

Assessment Level Completion – It is too early to report on this for the year and see any trends. We only have two month of class time into the fiscal year at this point. The one thing that we will need to watch closer this year is that our biggest programs do not fall behind in post testing.

SITE Reports --

Aberdeen

We are working on ways to increase retention in fiscal year 19 with the new staff, more staff training, increased partnership with businesses, and classroom schedule adjustments. We are also working on increasing classroom space and access to technology in the classrooms at night. Relationship building with area businesses like Demkota Beef and Molded Fiberglass continue to be important.

HURON

Student enrollments started strong this first quarter. We started utilizing Burlington English as a way to keep students involved and to increase learning. We continue to make modifications to the curriculum offerings to include more workplace and technology skills. We are looking hard at how to address the transportation issue for some of our students on the furthest parts of town.

MITCHELL

We continue working on outreach activities and reaching out to partner agencies and businesses. The partnership with Trail King remains strong and we continue to cultivate relationships with other manufactures such as AKG.

YANKTON

Leadership Yankton's group project will benefit our ESL program. Part of Connecting Cultures group (diversity group) is planning integration activities. The outreach finished up Game Nights and had 13 participants in July. We talked to RTEC about math for welding classes. GED classes started running "sessions". Attendance has been up (4-6 students every day) during this session. We have 7 active volunteers, including one advanced ESL student who is beginning to volunteer in our evening classes. Becki taught a volunteer training for our evening class. Nakita has been attending the United Way shared space committee meetings as we continue to look for a more permanent location for our Yankton program. We joined SHRM in Yankton.

VERMILLION

Student enrollments are off to a slow start in the Vermillion office. We started utilizing Burlington English as a way to keep students involved and to increase learning.

WEEKEND

The weekend program started out strong in August and September with 41 enrollees. We started utilizing Burlington English as a way to keep students involved and to increase learning. We continue to make modifications to the curriculum offerings to include more workplace and technology skills. Students working overtime continues to affect attendance especially on Saturdays.

DISTANCE

We captured 373 Distance hours this first quarter, versus 263 last year. Our average students' active this quarter was 22, vs. 17 last year. Staff would attribute at least part of this success to our introduction of the cohort system: we have two levels of English classes and two levels of Math, and the students are working on the same material at the same time.

(For example, right now there's a more basic reading comprehension class, and a higher level reading class that is doing social studies/primary source material. In math, one group is working on exponents and roots while the other is just beginning fractions.) The goal of the cohorts is that basic students should have covered all the material in one year (provided they stick with the program, of course).

We are also working on enrolling our first referral from a tribal program, and continue to take referrals from Madison DLR.

MARKETING

Cornerstones has increased and diversified our marketing to attract students. Initial results show we are connecting with more students and businesses. Market has included a redesign of the company website, a strong social media presence, a spotlight on Keloland living, direct mail marketing to businesses, and even a regular commercial on Keloland tv thanks to the Avera Tradition of Caring on Keloland.

Fiscal Year 2018-2019 Data				
	Reportables to Date	Participants to Date	Total Enrolled	Participant Percentage
Aberdeen				
1 st Quarter	74	44	118	37%
2 nd Quarter				
3 rd Quarter				
4 th Quarter				
Huron				
1 st Quarter	93	105	198	53%
2 nd Quarter				
3 rd Quarter				
4 th Quarter				
Mitchell				
1 st Quarter	47	17	64	27%
2 nd Quarter				
3 rd Quarter				
4 th Quarter				
Vermillion				
1 st Quarter	21	4	25	16%
2 nd Quarter				
3 rd Quarter				
4 th Quarter				
Yankton				
1 st Quarter	49	9	58	16%
2 nd Quarter				
3 rd Quarter				
4 th Quarter				
TOTAL	284	179	463	39%

Fiscal Year 2017-2018 Data				
	Reportables to Date	Participants to Date	Total Enrolled	Participant Percentage
Aberdeen				
1 st Quarter	52	64	116	55%
2 nd Quarter	61	88	149	59%
3 rd Quarter	69	104	173	60%
4 th Quarter	81	119	200	60%
Huron				
1 st Quarter	71	74	145	51%
2 nd Quarter	64	120	184	65%
3 rd Quarter	57	141	198	71%
4 th Quarter	53	176	229	77%
Mitchell				
1 st Quarter	22	8	30	27%
2 nd Quarter	22	16	38	42%
3 rd Quarter	26	16	42	38%
4 th Quarter	32	29	61	48%
Vermillion				
1 st Quarter	15	9	24	38%
2 nd Quarter	15	16	31	52%
3 rd Quarter	17	18	35	51%
4 th Quarter	17	25	42	60%
Yankton				
1 st Quarter	15	12	27	44%
2 nd Quarter	18	18	36	50%
3 rd Quarter	20	26	46	57%
4 th Quarter	39	29	68	43%
TOTAL	222	378	600	63%



SOUTH DAKOTA
DEPT. OF **LABOR**
& **REGULATION**

Office Use:

_____ Date Received Exceptions List/Justification (if applicable) Widgets/Narrative NRS Tables

