Welcome to MN Adult Education Fall Managers Meeting!

• We’ll begin at 9:30.
• Please stay muted to reduce background noise.
• If you are having any tech issues, please chat to Karla Vien for assistance.

Check-In Discussion (introduce yourself, your program, and enter responses in the chat):

• How has your fall programming been going? What successes has your program had? What are you looking forward to?
Welcome to the *Adult Education Fall Manager Meeting*

- For tech help, chat to **Karla Vien**
- Use your **first & last name** - just like a name tag! You’re invited to add your pronouns after your name
- Bottom of screen: hover your mouse to reveal toolbar

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**Keep mic & video off** (looks like this - red line)

**Rename yourself here**

**Open Chat box & keep it open**

**Closed captions are available in toolbar**
Recording Today’s Session

The link to the recording will be posted on www.MNABE.org in State Presentations.
There will be times throughout the day when we will ask you to:

- turn your camera on
- and/or
- unmute yourself to share your thoughts.
Welcome to MN Adult Education Fall Managers Meeting

Tuesday, November 16, 2021
Adult Education Team @ MDE

Brad Hasskamp, State ABE Director
Jodi Versaw, Program Quality
Julie Dincau, Transitions
Astrid Liden, Professional Development
Neill Allard, Communications/Administrative Support
Alice Smith, GED Records/Administrative Support
Lina Jau, Grants

Another position being posted this year!
Our Direction This Year

Exploring the Great Unknown Together

The path forward is not clear. Programs and staff need to make decisions on their own, but it is affirming and we can get further if we work together and share resources, ideas and issues along the way.
Exploring the Great Unknown Together

A. Experiment and build sustainable successful models locally and statewide that include in-person, hybrid/hyflex, and distance education models

B. Share with each other (e.g. information, resources) and support each other (professionally and personally)

C. Focus on learners (current and potential) trying to increase recruitment and persistence, incorporating an equity lens and the learner voice in analyzing and deciding what we offer and how we do our work
Advocating for Minnesota Adult Basic Education

Susan Wetenkamp-Brandt, President, Literacy Action Network
See Moua-Leske, President-Elect, Literacy Action Network
Brad Hasskamp, State Adult Education Director, Minnesota Department of Education
What are some of the ways you see programs focusing on learners, experimenting with new programs and models, and working together?
What are you seeing in the field right now? How do you see people in adult education supporting each other?
10 minutes in small groups to discuss:

- What are your biggest **challenges**?
- What **successes** are you experiencing?
- What is working to lift your and your staff’s **morale**?
As of December 3, 2021, the Adult Education Team at MDE will no longer have access to the building in Roseville.

**We are moving to:**

**400 NE Stinson Boulevard,**  
**Minneapolis, MN 55413.**

We do not yet know when we will have access to the new building.
The MDE Adult Education Team’s Equity Statement

The state Adult Basic Education (ABE) office is committed to creating educational equity.

- We commit to recognizing the historical conditions and barriers that have prevented opportunity and success in learning for students based on their race, class, and other identities.

- We commit to working to dismantle the belief in a hierarchy of human value, with a focus on racial equity.

- We commit to fostering positive and effective learning environments for all by eliminating institutional policies that uphold oppressive systems of power and privilege.

- We commit to collaboratively creating a learning community within the ABE system that promotes opportunities for self-reflection, growth, and change.

We see ABE as key to building educated, engaged, and just communities for all Minnesotans.
Program Models
Checking in on programming
Program models: Sharing

➢ What delivery models are you using this fall?
➢ How did you decide on those delivery models?
Our Question: Which courses should we offer online? Hybrid? In-person?

Collect data
Talk, talk, talk ..........Discuss/analyze
GET INPUT - ideas from all stakeholders
Create a plan and get going
Pilot - make mistakes - review data
Make adjustments / tweak
## Data Used / Factors Considered

### Data Pre- and Post- COVID

**Daytime - IP**  
**Evening - Online**

### Student Surveys
- Childcare needed
- Flexibility needed

### Staff Surveys
- IP preferred by staff; however students needs come first

### District COVID Decisions
- K-12 decisions significantly impact parents education

### Budget and Staffing
- We can’t offer everything online and in person!

### Staffing, Technology & Support
- Teacher’s confidence with technology
- District support for platforms used
- Support for learners and for staff is essential
MUST Do’s in Mankato

**LMS in every course**
- Easy access to materials
- Easier to switch modes
- Curriculum archived

**State Standards**
- CCRS
- Northstar Digital Literacy
- ACES TIF

**Teach DL skills**
- DL in every class
- Teachers keep using it
- Learners apply it
- Part of evaluation

**Adhere to Policies**
- No more “COVID” exceptions
- Pre test, post test, etc
Conclusions

Daytime
In person classes w/some HyFlex options and daycare provided

Evening
Regional evening ESL Program - ONLINE GED in-person w/ DL Platform options

IET and Transitions
ACP - Hybrid Transitions Funds - Online because they are REGIONAL
Renada Rutmanis
St. Paul - Hubbs Center
GOALS

Goal 1
Meet learner needs

Goal 2
Generate contact hours

Goal 3
Abide by contractual obligations

Goal 4
Maintain maximum flexibility in programming
OUR EVOLUTION

Step 1
Student Survey: Learning models must fit student needs

Step 2
Duplicate what we can

Step 3
Experiment and adjust
Student Survey: Stay Online

- Math: 63%
- Overall: 75%
- College and Evening: 80+ %
What could we duplicate both online and in-person?

ELL

Communication

Some levels of College Prep and Math

Some times of day
Experiment and Adjust

**Spring 2021**  
Experimented with Hyflex and in-person

**Summer 2021**  
Increased in-person offerings
<table>
<thead>
<tr>
<th>Models</th>
<th>When</th>
<th>What</th>
<th>Why</th>
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</thead>
<tbody>
<tr>
<td>In-Person</td>
<td>Morning and Evening at Hubbs</td>
<td>ELL, Math, GED, College Prep</td>
<td>Enough students to fill at least one in-person class; meet the needs of less technical students</td>
</tr>
<tr>
<td>Online</td>
<td>Morning, Afternoon, and Evening</td>
<td>ELL, Math, GED, College Prep,</td>
<td>These classes either duplicated in-person or were only offered online to meet the most student needs</td>
</tr>
<tr>
<td>Synchronous</td>
<td></td>
<td>Computer, Citizenship</td>
<td></td>
</tr>
<tr>
<td>Hyflex</td>
<td>Morning and Friday</td>
<td>ELL, GED, Small Business</td>
<td>Smaller location and classes that are hard to fill (plus willing teachers)</td>
</tr>
<tr>
<td>Hybrid</td>
<td>Morning</td>
<td>Job Training</td>
<td>Most instruction online but some skills training in-person</td>
</tr>
<tr>
<td>Asynchronous Coaching</td>
<td>Anytime</td>
<td>Advanced ELL, Math, College Prep, and GED</td>
<td>Reach students who can’t attend synchronously</td>
</tr>
</tbody>
</table>
Questions?
Program models: Discussion

What delivery models are you using this fall?

How did you decide on those delivery models?

What are the successes and challenges associated with the different models?
Program Models: Sharing and Reflection

Add your thoughts, questions, ideas!

**Administrator Webinar: Building the Ship While Sailing It!**
November 9, 2021

**What resonated with you today?**
- Hourly evening teachers working from home
- Always move forward, don't look back..

**What are you going to try?**
- Develop a new goals and models document for our next term, similar to what Renada shared
- Student and instructor

**What are you still puzzling over?**
- I need to talk to my HR about the contract - I think something new was negotiated recently about "we can't make teachers teach online and in person at the same time"

**What other topics would you like to see tackled this year in this webinar series?**
- What is working for sites who have all individualized learning. Not enough students at one time to have class topics, etc.
Program Supports
HyFlex Community of Practice Group

- Opportunity to share and learn with other MN ABE practitioners implementing HyFlex adult education classes
- All meetings will be held in Google Meet and are open to both teachers and managers. No need to sign up, just use the link to join!
- Next meeting **this afternoon** at 2:30
  - Resource sharing and a “show and tell” from teachers using HyFlex
- Supported by the Literacy MN DL/technology supplemental service grant
Upcoming TVM Certification Webinars:

- Monday, December 6, 2:00-4:00
- Tuesday, February 8, 2:00-4:00

*TVM certification webinar registration info in the TVM module of the Distance and Blended Learning Basics for Minnesota Adult Education online course.

➢ More info about TVM and the certification process:
https://www.literacymn.org/teacher-verification-model

➢ Questions about TVM or any other DL-related topic?
support@mnabedistancelearning.zendesk.com
Digital Navigation Resources


What distance learning and technology support, resources and/or training would help your programs run more effectively and efficiently?
Recruitment and Marketing
What marketing and recruitment strategies and materials are you using to get the word out about your program?

How have your marketing and recruitment practices changed because of the pandemic?
Marketing and Student Recruitment Strategies and Resources

Kaija Bergen, Neighborhood House, and Matt Miller, Metro North ABE

Fall 2021 ABE Conference

Recording

Presentation content:

- Planning for recruitment
- Digital outreach tools and strategies (social media, website, etc.)
- In-person recruitment strategies (flyers, signage, mail, etc.)
Recruitment & Marketing Resources

**Building Strong Enrollments** – Guidelines & Examples plus Worksheet:  
https://atlasabe.org/resource/building-strong-enrollments-guidelines-examples-plus-worksheet/

**Move Ahead with Adult Ed** Toolkit from COABE:  
https://coabe.org/moveahead-with-adult-ed/#adult-educators
What could LAN do to help with marketing for your program or ABE in general?

Share your ideas on the padlet!
Transitions
Adult Basic Education Map

This map can be found on the Minnesota Department of Education website.

Adult Basic Education Program Map (mn.gov)
WIOA requires states to strategically align their core workforce development programs to coordinate the needs of both job seekers and employers through combined four-year state plans. Additionally, WIOA promotes accountability and transparency through negotiated performance goals that are publicly available.

**Core Workforce Development Programs:**

- Title I: Adult, Youth, Dislocated Worker
- **Title II: Adult Education and Family Literacy Act (AEFLA)**
- Title III: Wagner-Peyser (Job Service)
- Title IV: Vocational Rehabilitation
WIOA State Plans

ETA requires state governors to submit a unified or combined State Plan to the Secretary of the U.S. Department of Labor that outlines a four-year strategy for the state’s workforce development system.

WIOA State Plan Resources Page: https://www.dol.gov/agencies/eta/wioa/resources

Program Performance

ETA oversees the performance accountability provision of WIOA. View how the workforce system measures, reports, and evaluates performance under WIOA from our Performance Page https://www.dol.gov/agencies/eta/performance
Dev Ed Partners with ABE for Improving Student Outcomes

Fall ABE Managers Meeting

- Russell Fraenkel, Northwest Region Transitions Coordinator
- Lesley Blicker, Consultant/Partnership Specialist

November 16, 2021
We’ll share/discuss:
• Origination of this work
• Dev Ed/ABE Partnership Affinity Group
• Where partnerships exist throughout the state
• Resources becoming available (the Dev Ed/ABE Partnership Toolkit)
• Work planned for this year
What is the Work We’re Doing?
The Dev Ed/ABE Partnership “Scaling and Expansion Project” was initiated by the Northwest Service Cooperative

✅ Meetings with partnership instructors and administrators/managers, and state officials

✅ Identified barriers to expansion and scaling, but also best practices for the most successful partnerships

✅ Documented MN State Dev Ed/ABE partnerships

✅ Discovered a statewide hunger for sharing of practices and need for readily available resources

✅ Led to forming an Affinity Group

✅ That led to development of a Dev Ed/ABE Toolkit for Improving Student Success, documenting four existing partnership stories
The Dev Ed/ ABE Partnership Connection to Minnesota State’s DESR
The Dev Ed/ABE Affinity Group

• About 18 months ago, we discovered a statewide hunger for sharing of practices and need for readily available resources

• Led to forming an Affinity Group, with 90 dev ed/ABE professionals
AG Purpose, Structure, Communication Channels

• Doesn’t advise upwards to anyone; collegial and lateral in influence

• Membership voluntary and open to Minnesota ABE/Dev Ed professionals, admins

• Meetings focus on sharing of information, resources, best practices, no group deliverables, per se

• Has an informal association with Minnesota State Colleges and Universities and MDE

• Communications channels – membership list, courtesy request to MDE and MN State administrators to circulate to respective constituencies
AG Meetings

• Last Year:
  • Four Zoom meetings
  • Couple presentations from existing successful partnerships:
    - Northwest Service Cooperative Adult Basic Education and Northland Community and Technical College (NCTC) Math Partnership
    - Metro North ABE and Anoka Ramsey Community College Partnership

• This year: five meetings scheduled – 75 minutes each, same meeting offered twice to accommodate schedules, recorded
AG Benefits

• For Members
  □ Seeding ideas for scaling and expansion
  □ Seeing what others are doing
  □ Sharing of practices, how partnerships work
  □ Ability to connect directly with others doing the work
  □ Ideas to cover in the initial collaboration meeting
  □ How to seek funding to support the partnership

• For Our Work
  □ Provide guidance and subject matter expertise for shared work, resources (e.g., Toolkit, outcomes measurement)
  □ Identify strategies for scaling, expansion, use of resources
  □ Ability to document existing partnerships

Overwhelming desire to continue AG this year
An Invitation to Join the Affinity Group

AG Information

One Note site: https://tinyurl.com/ahsvpce5

Contact Russ Fraenkel; rwfraenkel@gmail.com
Dev Ed/ABE Partnerships in Minnesota

1. Alexandria Technical College and Alexandria Area Adult Basic Education
2. Anoka Ramsey Community College -Cambridge and Central MN ABE and/or Metro North ABE
3. Central Lakes College, Brainerd, and Brainerd ABE
4. Century College and Harmony and Mounds View ABE
5. Inver Hills Community College and South Suburban ABE
6. Lake Superior College and Adult Basic Education, Duluth
7. Minneapolis College and Minneapolis ABE
8. Minnesota State College Southeast and Winona Adult Literacy
9. Minnesota State Community and Technical College, Fergus Falls and Fergus Falls ABE
10. Normandale Community College and Metro South ABE
11. North Hennepin Community College and Osseo ABE
12. Northeast area of Minnesota State and AEOA ABE. (Hibbing Community College, Mesabi Range, Itasca Community College, Rainy River, Fond Du Lac Tribal and Community College. Hibbing has been the most involved with multiple courses)
13. Northland Community and Technical College, Thief River Falls and Northwest Service Cooperative ABE
14. Pine Technical College and St. Croix River Education District (SCRED) ABE
15. Riverland Community College and Southeastern ABE - Albert Lea
16. South Central College and Mankato Area Adult Basic Education
17. St. Cloud Community and Technical College and St Cloud Schools ISD 742 ABE
18. St. Paul College and St. Paul ABE
A Toolkit for Forming and Sustaining Dev Ed and ABE Partnerships: Enhancing Student Success

Slide 1

• Developed as a useful resource to help train and support campuses and Adult Education programs

• Developed specifically for practitioners within the Minnesota State system and Minnesota Adult Basic Education (ABE). But of value to anyone looking to start or expand a partnership
A Toolkit for Forming and Sustaining Dev Ed and ABE Partnerships: Enhancing Student Success
Slide 2

Intended audience:
• Campus Faculty
• College Deans and Administrators
• ABE Educators, Program Leaders, and Regional Directors
• Anyone with Developmental Education reporting responsibility or who is charged with measuring outcomes.
The Chapters of the Toolkit

Chapter 1: Context and Introduction to the Dev Ed/ABE Model

Chapter 2: Creating a Dev Ed/ABE Partnership

Chapter 3: Types of Partnership Models/Levels of Collaboration

Chapter 4: Success Stories from the Field
The Five Authoring Teams (SMEs)

1. Adult Education ISD 709 and Lake Superior College (LSC) Partnership

2. AEOA (Arrowhead Economic Opportunity Agency) Adult Basic Education and Hibbing Community College Partnership

3. Brainerd Adult Basic Education and Central Lakes College Partnership

4. Metro North ABE and Anoka Ramsey Community College Partnership

5. Northwest Service Cooperative Adult Basic Education and Northland Community and Technical College (NCTC) Math Partnership
Where Can You Find It?

• Presently as a PDF - [https://atlasabe.org/dev-ed-abe-toolkit/](https://atlasabe.org/dev-ed-abe-toolkit/)

• Or go to [Atlasabe.org](http://Atlasabe.org) and you’ll find it under Resources tab
Phase 2 of Toolkit and Resources

- Rolling out the Toolkit for use, strategies for its use
- Will continue presenting
- Mentoring concept
- Additional easily accessible resources (short video clips, testimonials – student and faculty)
- And, measuring outcomes
Data Being Collected in Dev Ed/ABE Partnerships

- Accuplacer results: pre and post testing (after 40 hours)
- Records of ABE levels at different intervals
- TABE results at various intervals
- Level of retention in classes
- Course completion rates
The Holy Grail: Search for a Common Data Set

Slide 2

Additional Data Needed?

- Students’ experience?
- Instructors’ experience and feedback in working with ABE partnership
- Pre and post partnership outcomes
- Longitudinal data

We have developed a common data set and think it’s important to collect such data to report results of these partnerships
Didn’t see your ABE Program Listed Earlier and Interested in Getting Started?

Contact us:

rwfraenkel@gmail.com
Lesley.blicker@comcast.net
• How can we maximize the use of the Toolkit?
Grants and Accountability
## Minnesota Adult Education Outcomes

20,862 participants in 2020-21 (down from 30,650 in 2019-20)

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<tr>
<td>Measurable Skill Gain</td>
<td>36.89%</td>
<td>23%</td>
<td>43%</td>
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<tr>
<td>Employed 6 months after exit</td>
<td>37.74%</td>
<td>34.25%</td>
<td>38%</td>
</tr>
<tr>
<td>Employed 1 year after exit</td>
<td>36.46%</td>
<td>35.26%</td>
<td>34%</td>
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<tr>
<td>Median quarterly earnings</td>
<td>$6,070</td>
<td>$6,188</td>
<td>$5,660</td>
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<tr>
<td>Credential rate</td>
<td>13.41%</td>
<td>19.03%</td>
<td>23%</td>
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For the ABE annual application submitted in 2022, all consortia will submit a Table A (contact hours from May 2021-April 2022) and again Table A1 (March 2019-March 2020).

Consortium contact hours for FY23 funding will be determined either by using Table A or reusing Table A1, whichever has a higher number of contact hours.

The Literacy Action Network Board has endorsed this recommendation. MDE Adult Education Team is working to get approval from MDE Finance, Government Relations, and the Executive Team.
Reminder: Final Fiscal Completion Report

Final Fiscal Completion Report for Fiscal Year 21 is due December 15

Reminder: Up to 20% of state funds can be spent between July 1 and September 30 of the following fiscal year ("Quarter 5"). When funds have been carried over in this way, be sure they are course coded correctly.

The course code for FY21 funds is 001.

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<td></td>
<td></td>
<td>FIN 438 Federal Expenditures</td>
<td>FIN 322 State Aid Expenditures</td>
<td>Maximum State Admin Allowed</td>
<td>Expenditures 7/1-9/30/20 Claimed against FY20 revenue</td>
<td>Course Code 001-max allowed 20% of Col D</td>
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<tr>
<td>110</td>
<td>Administration (State max = 5%)</td>
<td></td>
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<td>ABE Program Management</td>
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DUE DATE: DECEMBER 15, 2021
The federal government has said that construction costs not allowed (UFARS Object Code 520) according to Andre Prahl at MDE (FAQ on ARP Act Funds)

Downstream funding code (FIN 665) to be used by downstream providers as source of funding when they get this funding from the consortium fiscal agent
Filing Complaints or Raising Issues

Please reach out to Brad Hasskamp (or another member of the Adult Education Team) through email (brad.hasskamp@state.mn.us) or phone (651-582-8594, phone is best way to start with Brad).

Incidents of discrimination can be reported to the Minnesota Department of Human Rights (MDHR). More information about the MDHR discrimination complaint intake process can be found here: https://mn.gov/mdhr/intake/consultationinquiryform/
2022 Federal Grant Competitions

- Two competitions: Federal ABE and IELCE
- Any entity that wants to receive federal ABE funding or an IELCE grant must apply.
- All providers (ABE programs receiving federal funding in a consortium) must be identified and be able to document evidence of effectiveness.
2022 Federal ABE Grant Application Workshop

Virtual Grant Workshop:
December 8, 2021
Postponed until January (TBD)
Application information will be posted on MDE grants

Any entity interested in applying for the Federal ABE grant opportunity is strongly encouraged to participate.
Statewide Longitudinal Education Data System (SLEDS)

New ABE SLEDS reports will soon be available

- Reports for each consortium include information about ABE students activity before, during, and after attending ABE
- Reports will be accessed through MDE’s EDIAM

Stay tuned for a training in early 2022 on how to access the reports (TBD).
High School Equivalency Assessments (HighSEAs)
HiSET Next Steps

Now that the HiSET contract is signed:

1. Work with HiSET staff over the next year to **implement** a new high school equivalency assessment system (set up test centers, create policy, provide training, etc.).
2. **Communicate** to stakeholders that a second high school equivalency assessment is approved.
3. Set up our MDE **credentialing database** to process data from HiSET and issue HiSET-based diplomas.
Launching the HighSEAs Advisory Group

Group will meet virtually from 3-4pm on the 3rd Wednesday of the month starting tomorrow

Purpose - Advise on Minnesota’s HighSEAs testing systems:

- Test implementation
- Communication needs
- Professional development needs
- Policy and technical assistance needs
Advisory Group Members

- Shari Brunes, Glacial Lakes ABE
- Matt Dehmer, Moorhead ABE
- Scott Helland, Metro East ABE
- Kristine Kelly, Robbinsdale Adult Academic Program
- Staci Landsem, Lakes Area Adult Education
- Megan LeLay, Summit Academy OIC
- Lee Obermiller, Cass Lake-Bena ABE
- Angela Schak, Great Rivers ABE
- Karen Studanski, Minnesota Department of Corrections
HighSEAs Advisory Group Test Representatives

- Mellissa Hultstrand, GED
- Tanya Haug, HiSET
HighSEAs Advisory Group Leads and Support

Group Leaders

• See Moua-Leske, Literacy Action Network President-Elect and SW ABE (Marshall)
• Patty Popp, MN DOC
• Brad Hasskamp, MDE

Support from Literacy Action Network

• Karla Vien
Professional Development
Upcoming Events

● Support Services Conference
  ○ Thursday, Nov. 18: CASAS & TABE training
  ○ Friday, Nov. 19: Keynote & concurrent sessions

● Volunteer Management Conference - December 3, 2021 (virtual)

● Language and Literacy Institute - January 27-28, 2022 (virtual)

● Cultural Competency Training - February 11 & 25, 2022 (virtual)

● Spring Statewide Conference - April 22, 2022 (virtual)

● Spring South Regional - May 6 (in-person, Mankato), tentative
Upcoming Webinars

**ACES & CCRS** - Nov 16

**Math** - Dec 3

**Edmentum Courseware** - Dec 8

**CCRS** - Dec 9

**One Room Schoolhouse** - Dec 13

**ACES** - Jan 10

**Administrator** - Feb 23, 1:00-2:00

**Administrator** - April 20, 1:00-2:00

**EBRI Webinar Series** - Feb-May
ATLAS Writing Study Circle

4 meetings (1:00-4:00 p.m.):
- February 22
- March 15
- April 19
- May 17

Application available on December 14:
https://atlasabe.org/applications/
MN Adult Education PD Catalog

FY22 MN Adult Ed PD Dates
Recordings

Missed a webinar or conference? No problem! Check out the recordings on the MN ABE YouTube Channel!
Materials

The recording, slides and handouts will be posted on the MNABE website.
Upcoming WebChat

January 12, 2022
1-2:30pm
Thank You!
Questions?

Neill Allard
Neill.allard@state.mn.us

Astrid Liden
Astrid.liden@state.mn.us

Jodi Versaw
Jodi.versaw@state.mn.us

Julie Dincau
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Brad Hasskamp
Brad.hasskamp@state.mn.us