

Kittery Adult Education

FY18 Quarter 1+

July 2017 – October 2017

Numbers Snapshot

Academic Courses Offered: HiSET, Life Skills, English, Chemistry with Lab	4
Academic Enrollments	29
ESOL and Preparation for Citizenship Courses Offered: Prep for Citizenship, Beginner 1, Beginner 2, Intermediate	4
ESOL and Preparation for Citizenship Enrollments	17
Enrichment Courses Offered	96
Enrichment Enrollments	604



Staffing Snapshot

Lorraine Robida Director	.4 FTE
Cindy Furbish Assistant Director	1 FTE
Andrea Winslow Academic, College and Career Advisor	.4 FTE
Kelsey Emery Evening Clerk	.25 FTE

First Quarter+ FY18 Program Highlights

Student Highlights:

- The time spent in the classroom during the 'dog days' of summer paid off: two *Preparation for Citizenship* learners are scheduled to take their citizenship exam the second week of November. Two others are ready to submit their paperwork.

Staffing Highlights:

- Nancy Mann, English Instructor, was recognized as a 2017 Maine Adult Education Association Outstanding Teacher of the Year.
- Donna Bethke-Borg, volunteer tutor, received the Distinguished Service in Adult Education (Volunteer) award from the Maine Adult Ed Association.
- Nancy Mann and Donna Bethke-Borg will be honored at the Annual Education Leadership Awards Luncheon on Friday, December 8th as part of Educate Maine's Annual Education Symposium.
- Andrea Winslow, Academic, College and Career Pathways Advisor, became a full-time, salaried employee. Her time is split 40/60 between the Kittery and Marshwood Adult Education programs.
- Renee Wheaton, recent transplant from Iowa, is our new HiSET Instructor. She has significant experience teaching dispirited and alternative learners.
- John Whiting is our new Chemistry with Lab teacher. His students are fulfilling prerequisites required for enrollment in college-level health science courses.

Program Highlights:

- We exceeded two of the three State Adult Education Performance Benchmarks. KAE pre/post tested 80% of our learners (benchmark = 60%), while 44% of our students completed learning levels (benchmark = 34%). Student intensity (average hours) was 74 hours - just shy of the 80 hour benchmark.
- Ten 'seats' were purchased in HiSET Academy. This virtual, online educational program prepares HiSET students for the test in class, at home or wherever they can connect to the program. HiSET Academy is aligned with the *College and Career Readiness Standards* derived from the *Common Core Standards*.
- Andrea Winslow, ACCP Advisor, introduced a new one-credit, elective class called Life Skills. She and guest speakers discuss critical topics with students (ex. money management, postsecondary pathways, employment skills.)
- The KAE Advisory Team met on October 11th. FY18 foci will be: development of an Integrated Education and Training (IET) program as required by the Federal Workforce Innovation and Opportunities Act (WIOA); the creation of 'elevator speeches' explaining what KAE offers; and an initial review of the strengths, challenges, and growth possibilities of our ESOL/ELL program.
- The KAE Enrichment Team met on October 31st to discuss all things enrichment (ex. scheduled, potential, and desired classes, potential instructors.) January 18, 2018 is the anticipated 'go to print' date for the brochure with an approximate 'mailbox delivery' date of January 30th.

Summertime at KAE was spent finalizing FY17 and preparing for FY18. We finalized, reviewed and analyzed FY17 data; prepared databases and entered FY18 data; wrote and submitted 'end of year' reports to Maine Adult Education; completed grant reports and applications; completed learner intakes, assessments and orientations; created academic calendar for fall; interviewed and hired new academic and enrichment teachers; partnered with *ed@go*; finalized the fall brochure and... much more!



What in the world is WIOA (Wee-oh-ah)?

WIOA stands for the Workforce Innovation and Opportunities Act and "is designed to help job seekers access employment, education, training and support services to succeed in the labor market and to match employers with skilled workers they need to compete in the global economy. All AEFLA (Adult Education and Family Literacy Act) funds are distributed through the WIOA structure. *Kittery Adult Education's AEFLA funding was \$7,532 in FY17 and will be \$6,006 in FY 18.*

What are some of the ways WIOA will impact Kittery Adult Education?

- 1) Under WIOA the emphasis is on workforce education, training and employment rather than literacy skills, high school education, postsecondary education, training and career advancement.
- 2) In the past federal AEFLA grants were only awarded to adult education programs, but now they may be awarded to non-adult education programs, organizations, agencies and businesses.
- 3) KAE is a HUB 9 member.
 - NO.B.LE, K.E.Y.E.S. (Noble, Kittery, York, Marshwood) no longer exists after FY18. Under state mandate, we will be combined with adult education programs from Wells, Kennebunk, Sanford, Massabesic, Biddeford, OOB/Saco, and Bonny Eagle to create the 11 member HUB 9.



- HUB 9 directors are meeting regularly to determine how to write the grant and how to meet its requirements (ex. fiscal agent, gaps analysis, data collection, fund distribution, IET development).
 - Future state administered grants will likely follow this model.
- 4) KAE must develop and implement an IET workforce program to meet the WIOA guidelines.
 - "Integrated Education and Training is...a service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement." (Final WIOA regulations at 34 CFR §163.35)
 - On November 3rd, Lorraine will meet with Don Marino, Education and Workforce Coordinator at the Maine Department of Education, Office of Adult Education and Family Literacy, to discuss options for our program (ex. RISE Up; National Retail Federation Certification, Personal Care Attendant).



ESOL
Halloween
Celebration