



Kim Walker <kim.walker@hesperiausd.org>

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## WIOA 2023–24 Continuous Improvement Plan - Approved

1 message

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**OTAN Support** <adultedsupport@otan.us>

Wed, May 8, 2024 at 4:12 AM

To: david.olney@hesperiausd.org, kim.walker@hesperiausd.org, kortney.grimm@hesperiausd.org, lori.mente@hesperiausd.org, rebekka.tarango@hesperiausd.org

TO: Hesperia Unified School District, Hesperia Adult School 36-75044 Authorized Designees

FROM: California Adult Education Online Application and Reporting

SUBJECT: WIOA Continuous Improvement Plan Approved

This email is notification that your online Workforce Innovation and Opportunity Act, Title II: Adult Education Family Literacy Act 2023–24 Continuous Improvement Plan has been approved. Your Continuous Improvement Plan was approved on 5/8/2024 4:12:41 AM.

If you have any questions, please contact the California Department of Education, Adult Education Office, at 916-322-2175.

**California Department of Education  
Continuous Improvement Plan  
Fiscal Year 2023–24  
Hesperia Adult School**

**Hesperia Unified School District 36-75044**

**Submit Date: 4/30/2024 3:23:13 PM**

**Submitted By: Kim Walker**

**Submitted By Title: Coordinator, Hesperia Adult School**

The CIP asks agencies to consider current relevant data, to write specific performance goals, and to identify strategies for achieving continuous improvement and learner success. By setting SMART goals using the CIP, agencies can improve student outcomes by providing related professional development to instructors and other relevant personnel; supporting implementation of staff's new knowledge and skills; and monitoring change in teacher/staff practice and the impact on student outcomes.

**Contact Information**

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## SMART Goals

Goal 1 This goal is technology related

By June 2025, Hesperia Adult School will increase the amount of CASAS Assessment Pre and Post Test matches by 5% over the previous year as measured on CAEP and NRS Data Integrity Reports line 10a. See data table below. Increasing CASAS Assessment Pre and Post Test matches is one of our self identified goals in our WASC report and supported during our WASC Visiting Committee session in February 2024. Additionally, this goal is aligned to our Victor Valley Adult Education regional Adult Ed consortium goals in support of tracking student measurable skills gains and monitoring our agency performance. Continuation of this goal is important as Hesperia will be switching to new series CASAS Test Series in 2024/2025 and as such we will need to continue to monitor growth in this goal area. CASAS Assessment tests are administered using computer based technology. This goal will require staff technology training of the new CASAS Assessment Test series during professional development at 2024 CASAS Summer Institute, CASAS Certification, and implementation of the new CASAS Pre/Post test series by August 2024.

Line 10a DIR data:

17/18 CAEP 41.78% NRS 43%  
 18/19 CAEP 48.69% NRS 20%  
 19/20 CAEP: 33.87% NRS: 38%  
 20/21 CAEP: 15.77 % NRS: 17%  
 21/22 CAEP: 33.71% NRS: 34%  
 22/23 CAEP: 48.91% NRS: 51%  
 23/24 Year End Testing May 2024  
 23/24 End of Year Data June 2024

Supporting Strategies (key action steps)	Measure of Success	Staff Accountable	Due Date	SLP / CDE support
<p>Increase the amount of Pre and Post Test matches by 5% over the previous year as measured on Data Integrity Report line 10a for 2024/2025.</p> <p>Funded Full Time Bilingual Testing Specialist.</p> <p>Pro Dev &amp; Tech training @ 2024 CASAS Summer Institute.</p> <p>Tech: New Test series 24/25. Setup access for New Teacher Portal to view scores.</p> <p>Monthly staff development opportunities with <a href="http://www.caadultedtraining.org">www.caadultedtraining.org</a></p> <p>Testing calendar emailed/posted monthly. Distributed to students/staff.</p> <p>Quarterly review of DIR line 10a</p>	<p>Increase the amount of Pre and Post Test matches by 5% over the previous year as measured on Data Integrity Report line 10a for 2024/2025.</p> <p>Goal is aligned to our agency WASC plan. Goal is also aligned with our local Victor Valley Adult Education Regional Consortium goal to increase Pre/Post Test pairs at all agencies to measure agency performance and student skill gains. Regional consortium coordinators review DIR data and compare with other local adult schools.</p>	<p>Bilingual Testing Specialist, Program Specialists, School Secretary, Teachers, Adult School Coordinator.</p>	<p>July 2024 CASAS Summer Institute - Staff Technology Training for new CASAS Assessment series August 2024</p> <p>Bilingual Testing Specialist Certification to administer new test series</p> <p>Aug 2024 New CASAS test series implementation</p> <p>Monthly/Quarterly Data Review of DIRs with Pre/Post Test data</p> <p>May 2025 End of Year Testing</p> <p>June 2025 End of Year Data comparison</p> <p>July 2025 Set new goal.</p>	<p>Our Adult Education team will review the assessment data, student data, DIRs and continue professional development provided by CASAS, CDE, WIOA, CASAS and other partners in support of CASAS testing to try to identify and overcome barriers.</p> <p>Staff representatives attend regional and statewide WIOA, CDE, and CASAS meetings held in person or virtually.</p> <p>Team members participate in monthly professional development hosted by <a href="http://CAAdultEdTraining.org">CAAdultEdTraining.org</a></p>

**Goal 2 This goal is technology related**

100% of teachers in High School Diploma, GED, ESL and Citizenship Prep will access the new technology web based TopPro Teacher Portal by September 1, 2024. Implementation and access to the new TOPSPro Teacher Portal will provide a tool for teachers to view student data, monitor attendance, view Pre/Post Test scores and can guide instruction toward students students achieving measurable skill gains.

Review of the Teacher Self Assessment Data indicates validates this need.

Question 1A: 84.6% of staff surveyed indicated "I have received or taken technology training when offered by my agency."

Question 5B: 100% of staff surveyed indicated "I need more access to technology tools/resources to integrate into my instruction."

Question 8B: 61.5% of Staff surveyed indicated "I need more options for professional development in the area of technology."

Line 65: 53.8% " We are expected to learn new technologies without formal training."

<b>Supporting Strategies (key action steps)</b>	<b>Measure of Success</b>	<b>Staff Accountable</b>	<b>Due Date</b>	<b>SLP / CDE support</b>
<p>July 2024 Staff Technology Training at 2024 CASAS Summer Institute                      August 2024 Setup access for teachers to TopPro Teacher Portal                      August 2024. Teachers accessing TopsPro Teacher Portal                      By September 1, 2024                      100% of HSD, GED, ESL and Citizenship Prep teachers accessing TopsPro Teacher Portal.                      Ongoing PD for new TopsPro Teacher portal with CASAS and <a href="http://www.caadultedtraining.org">www.caadultedtraining.org</a>                      Review access and usage report quarterly.                      Providing ongoing professional development as Teacher Portal rolls out/updates</p>	<p>100% of instructional staff in High School Diploma, GED, ESL and Citizenship Prep will be accessing to TopsPro Teacher Portal by September 1, 2024.</p> <p>Measured by the number of teachers in HSD, GED, ESL and Citizenship Prep accessing new Teacher Portal by September 1, 2024. Goal 100%.</p> <p>Measured by teacher the number of Teacher Portal professional development sessions completed. Goal 1 per semester. Measure December 2024 and May 2025</p>	<p>Bilingual Testing Specialist, Program Specialists, School Secretary, Teachers, Adult School Coordinator.</p>	<p>July 2024                      Technology Training Workshops @ Summer Institute.</p> <p>Teacher Portal Access Setup for all HSD, GED, ESL and Citizenship Prep Teachers by August 15, 2024.                      100% of teachers in HSD, GED, ESL, Citizenship accessing to the new TOPPro Teacher Portal by September 1, 2024.                      Measured by the number of teachers in HSD, GED, ESL and Citizenship Prep accessing new Teacher Portal by September 1, 2024.                      Measure the # professional development session teachers completed on Teacher Portal Dec &amp; May</p>	<p>Our Adult Education team will review the assessment data, student data, DIRs and continue professional development in the use of the new TopsPro Teacher Portal. Ongoing professional development will be provided by CASAS, CDE, WIOA, CASAS and other partners held in person or virtually. Team members participate in monthly professional development hosted by CAAdultEdTraining.org</p>

**Goal 3 This goal is technology related**

Provide professional development to our instructional staff in High School Diploma, GED, ESL and Citizenship Prep. Based on the WIOA Technology survey results from Line 65 Question, 53.8% of our instructional staff indicated " We are expected to learn new technologies without formal training." Our goal is to provide professional development for instructional staff with a goal to reduce this response to a lower percentage for 24/25. Hesperia Adult School in collaboration with our regional consortia will be offering Regional Professional Development to instructional and support staff by leveraging the support of CASAS, OTAN, CALPro and GED to effectively provide in service trainings on new technologies. These trainings will be offered at a minimum of twice a year.

Review of the Teacher Self Assessment Data validates the need for this goal.

Question 1A: 84.6% of staff surveyed indicated "I have received or taken technology training when offered by my agency."

Question 5B: 100% of staff surveyed indicated "I need more access to technology tools/resources to integrate into my instruction."

Question 8B: 61.5% of Staff surveyed indicated "I need more options for professional development in the area of technology."

Line 65: 53.8% " We are expected to learn new technologies without formal training."

<b>Supporting Strategies (key action steps)</b>	<b>Measure of Success</b>	<b>Staff Accountable</b>	<b>Due Date</b>	<b>SLP / CDE support</b>
<p>Hesperia Adult School will provide quarterly PLCs to support teachers understanding of the new curriculum and the technology to support the proper implementation of the software and curriculum they are using to train and educate students.</p>	<p>Teachers take the technology survey embedded in the OTAN WIOA recording instrument every spring in order to maintain reporting compliance through CDE. Percentage will be compared annually on WIOA Tech Use survey. Hesperia Adult School instructional team will review this data annually to see if the regional training and PLCs are properly educating and supporting our instructional staff. The survey should reflect less than 50% of staff feeling unsupported with improper training on new curriculum.</p>	<p>The Adult Education Coordinator and instructional team will be accountable for measuring our success. Instructional staff will meet quarterly for technology training and will provide feedback on additional instructional technology training needs for the next PLC session. PLCs will be held to using curriculum and software vendors to conduct semi annual regional trainings.</p>	<p>The Coordinator of Adult Education will send out a survey to instructional staff quarterly to assess whether or not the instructional staff feel supported in the implementation of new programs and technology. PLCs and technology training specifically targeting CASAS, GED, TOPPro Teacher Portal are being implemented to support teachers with curriculum and technology updates. Teams are attending CASAS Summer Institute (June 2024), GED Annual Conference (July 2024).</p>	<p>Hesperia Adult School will seek the support of OTAN, CASAS, CALPRO, GED and CAEP Tap. We will provide access to support in person, online and at conferences. We are planning semi annual regional training at local schools throughout our consortium.</p>