



Memorandum

To: Aspire Program Administrators
From: Donna Albanese, Aspire State Director
Date: September 3, 2021
Subject: Performance Measures

PURPOSE

To provide Aspire programs with information and guidance on the implementation of the new Measurable Skill Gains (MSG) performance indicator, Progress toward Milestones.

MEASUREABLE SKILL GAINS

Prior to January 2021, the only options to achieve an MSG were:

- **Educational Functional Level (EFL) gain** as evidenced by
 - Comparing a participant's TABE pretest with the participant's TABE posttest, OR
 - Enrollment in postsecondary education or training after exit from the Aspire program and within the program year.
- **Receipt of a secondary school diploma** as evidenced by
 - Achieving passing scores on the GED® or HiSET® tests, OR
 - Obtaining a secondary diploma or Ohio-recognized equivalent.

In January 2021, OCTAE expanded the types of gains that can be used to document a measurable skill gain for participants enrolled in approved IET and approved workplace education programs. In FY 2021, Ohio Aspire implemented the new MSG indicator

- **Passage of Occupational Exam or Demonstration of Progress Attaining Technical/Occupational Skills, for IET participants only**, as evidenced by
 - Obtaining **any credential** listed in the ODE [Industry Recognized Credentials](#) document.

For FY 2022, Ohio Aspire has adopted the new MSG indicator

- **Progress toward Milestones, for Workplace Education participants only**, as evidenced by
 - Employer report of satisfactory or better progress on the Progress Milestones Gains Report, OR
 - Employer report of pay increase resulting from newly acquired skills or improved performance documented on the [Progress Milestones Gains Report](#)

On our report, any skill marked “attained” or “attained” via a wage increase would count as an MSG.

In this example, the student achieved an MSG by completing skill #2. Passing an HSE subtest, or any skills listed, must be established by the employer.

SKILLS TO BE LEARNED <i>Skills may be learned concurrently.</i>	METHOD (e.g., in-person instruction, remote instruction, distance education, shadowing, etc.)	ESTIMATED HOURS	PROGRESS EVALUATION METHOD (e.g., tests, reports, skill demonstration, performance verification)	Milestone Progress			
				Starting Capability Date Scored: 9/5/2021	Mid Capability Date Scored: 11/30/2021	Ending Capability Date Scored: 1/6/2022	Wage Increase <i>Wage increase is not required to obtain the MSG but is one method to achieve the MSG</i>
1) WRITING A WORK-RELATED INCIDENT REPORT	IN-PERSON INSTRUCTION	15	SKILL DEMONSTRATION	Some skill X No skill	X Progress No progress	Attained X Not Attained	Attained
2) PASSING A HSE SUBTEST	IN-PERSON INSTRUCTION	30	TEST	Some skill X No skill	Progress X No progress	X Attained Not Attained	Attained

Reporting on the new MSG indicators is required, not optional, for participants in approved IET and approved Workplace Education programs. This is good news for programs that provide IET or workplace education services because additional programming offers more opportunities for students to make measurable skill gains. Please keep in mind the federal definitions of IET and Workplace Education/literacy services; contact your regional program manager if you are interested in learning more about offering these services as they must be approved in your grant before providing the services.

Workplace adult education and literacy activities include adult education and literacy activities offered by an eligible provider in collaboration with an employer or employee organization at a workplace or an off-site location designed to improve the productivity of the workforce.

IET 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.

Please refer to the [NRS Performance Measures Chart](#) for information about all performance indicators.