

# Lessons Learned – Data Reporting under WIOA

Coming soon...

Webinar: Effective Incentive Policies to Increase Student Enrollment in Career and Technical Education  
 Webinar: FTA Updates  
 Photo: Department of Commerce (2017)

## General Webinar Tidbits

- All phones are muted. Feel free to place questions in the chat box or make a note of them until the end of the webinar. Phone lines will be un-muted at the end of the webinar.
- The webinar is being recorded and will be placed both in the Moodle and on the WIOA Resources website. Instructions regarding the webinar in the Moodle are eligible to receive Professional Development credit.
- We will NOT answer any questions on the FY 2017 grant application. More information on the grant will be provided soon. Stay tuned.
- Details of the FY 2017 Desk Review (DR) will be released on Monday, January 24. There is a pre-recorded webinar available for viewing. [FY 2017 Desk Review Questions](#) can now be submitted under the heading [Accountability](#). This short webinar introduces the changes in the DR. No Professional Development credit is available for the DR webinar.

## Webinar Objectives

- Provide updates on state office "to do" items
- Share highlights from the FY2017 federal APR
- Discuss policy updates as a result of the APR submission and recent WIOA updates

Thursday, January 11, 2018

Phyllis Hagan, Director, ODE  
 Nikki L. Fletcher, Program Manager, ODE  
 T.A. Armstrong, Program Manager, ODE

## Assessment Policy Updates

### Tracking Subjects

**POLICY CURRENTLY STATES:**  
 Students must be placed and tracked in the state that places them in the lowest ETC, as determined by each state's own standardized assessment.

**CHANGES:** [ABLELink](#) - Students are no longer required to be tracked in the lowest ETC. Dates in [ABLELink](#) will continue to automatically track as the subject that pays the student in the lowest level. However, program managers should be tracking subject. [ABLELink](#) data entry completion date after 1/11/18, entry should reflect this change in procedure.

## Upcoming Federal Reporting Timelines

## Attendance Hours

- POLICY CURRENTLY STATES:**  
 Attendance hours for each participant are to be entered into ABLELink in weekly increments, using Monday's date as the attendance date - **NO CHANGE**. Just make sure that:
- Assessment dates must be enclosed within attendance dates.
  - For carryover students, date the assessment being used as the initial test with the first date of attendance entry.
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Webinar: Effective Inquiries Policies on the part of the ABLELink site manager  
 Webinar: FIM updates  
 Photo: Informational (December 2017)

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Progress, Progress, Progress!

FY 2018 Policies

Thursday, January 11, 2018

Phyllis Hagan, Director, OLC  
 Nichole L. Fletcher, Program Manager, OOL  
 T.A. Armstrong, Program Manager, OOL

## Assessment Policy Updates

### Tracking Subjects

**POLICY CURRENTLY STATES:**  
 Students must be placed and tracked in the state that places them in the lowest LEC, as determined by each state's own standardized assessment.

**ABLELink Policy, 2018** - Students are no longer required to be tracked in the lowest LEC. States in ABLELink will continue to assess students as a measure of skill gain. ABLELink will continue to assess students track in the subject that puts the student in the lowest level. However, programs may adjust the tracking subject. Any change from completed state action plan 1, entry should reflect this change in procedure.

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## Attendance Hours

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- Drafts of the FY 2017 Desk Reviews (DR) will be released on Monday, January 22. There is a pre-recorded webinar available for viewing - **FY 2017 Desk Review Overview** - on our web site under the heading Accountability. This short webinar introduces the changes in the DR. No Professional Development credit is available for the DR webinar.

Thursday, January 11, 2018

Marty Ropog, Director, OLRC

Nikia L. Fletcher, Program Manager, ODHE

T.J. Armstrong, Program Manager, ODHE

# Webinar Objectives

- Provide updates on state office "to do" items
- Share highlights from the FY2017 federal APR
- Discuss policy updates as a result of the APR submission and recent WIOA updates

## Progress, Progress, Progress

Track the May Meeting -  
APR submission and reporting - call on progress team  
Review of current to be implemented for higher priority  
projects including FY 2017 federal and state reporting, FY  
2017 Workforce reports, the cooperative grant, etc.

From the Regional Meetings -  
APR Review - Consider the LEAVE sub in the EXIST FORM

APR from the Regional Meetings -  
APR Review - Consider the LEAVE sub in the EXIST FORM

## FY 2017 APR Highlights

**Excellence** - Slight increase in overall excellence in the federal reporting reflects a slight decrease in non-award due to the application of bonus of Participation (PDP) required in the APR

**Cost per resident** - Increased in 2017 due to additional services provided to Supplemental Grants and expanded funds from FY 2016

**Population** - 2.0% increase in the lower cost level of 482 and 100% overall 1% decrease in FY2017 and a 10% increase in DOL level 4 (over 100 in FY 2016) (over 100 in FY 2016). High cost population increase in the lower cost category level.

**WY Excellence** - Improved performance in 4 EFIs including APR and a pay level based on the FY2016 experience.

**Performance** - Decreased by 2.4 hours per participant

**Revenue** - \$100 - 100%

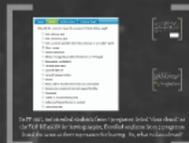
# Progress, Progress, Progress

From the May Meeting -

**ABLELink READ-ONLY display** - Still in progress even though it continues to be circumvented by higher priority projects including FY 2017 federal and state reporting, FY 2017 Desk Review re-write, the competitive grant, etc.

From the Regional Meetings -

**Exit Reasons** - Consider the LEAVE tab on the EXIT FORM.



From the May Meeting -

**ABLELink READ-ONLY display** - Still in progress even though it continues to be circumvented by higher priority projects including FY 2017 federal and state reporting, FY 2017 Desk Review re-write, the competitive grant, etc.

From the Regional Meetings -

**Exit Reasons** - Consider the LEAVE tab on the EXIT FORM.

why did the students leave the program? (check all that apply)

- Not primary goal
- Not secondary goal
- Not academic goal (21 jobs or less primary or secondary goal)
- Class closed
- Family conditions
- Illness/injury/medical treatment (> 90 days)
- Involuntary exit/leaves
- Lack of child care
- Lack of interest
- Lack of transportation
- Housing
- Home hold or location of service not convenient
- Became incarcerated/entered support facility
- Overseas
- Called for active military duty
- Military/Current leave to contact
- Other (specify):

In FY 2017, not enrolled students from 7 programs listed "class closed" as the TOP REASON for leaving Aspire; Enrolled students from 5 programs listed the same as their top reason for leaving. So, what is class closed?

Goals Leave Achievement Optional Goals

Why did the students leave the program? (Mark all that apply)

- Met primary goal
- Met secondary goal
- Met academic goal (if other than primary or secondary goal)
- Class closed
- Family problems
- Illness/incapacity/medical treatment (> 90 days)
- Instruction not helpful
- Lack of child care
- Lack of interest
- Lack of transportation
- Moved
- Time and/or location of service not convenient
- Became incarcerated/entered support facility
- Deceased
- Called to active military duty
- Unknown/cannot locate to contact
- Other (specify:)

"Class closed" refers to the ending of a class so that a student is unable to attend because appropriate courses and classes are not available (i.e. a site is closed so the classes at that site are no longer available). "Class closed" should not be used simply because it's the end of the fiscal year or end of a bridge class that will be offered again in the fall.



And while we're discussing exit reasons... Programs who wish to use exit reasons as a tool for program improvement (i.e. if there a trend on exit reasons across the entire program or a site/class specifically) might consider limiting the number of reasons to the most IMPORTANT reasons.

Utilize the Student Log to sort participant exit reasons. **Not sure how?** There are short instructional videos available on the Moodle. Access the instructional videos in the self-directed section of the PDN calendar.

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## Also from the Regional Meetings -

**YOU ASKED** - "Is the Corrections field an exclusion on the registration or exit form in ABLELink"?

### Corrections Scenarios

Scenario 1 - **Participant A** is taking classes while incarcerated in a correctional facility.

- Mark the appropriate element (i.e. corrections facility, jail, etc.) in the "Type of program student is placed" field on the registration form in ABLELink.

If **Participant A** then LEAVES incarceration and continues classes in a traditional, non-corrections instructional site.

- REMOVE the check box on the registration form as noted in scenario 1.

Type of program student is placed

- Family/Adult
- Family/Youth
- Dual/Adult/Youth
- Corrections facility
- Jail
- Leavable correction
- Traditional program
- Other
- Graduate education
- Adult/Youth
- Other program
- All programs

Scenario 1 - **Participant A** is taking classes while incarcerated in a correctional facility.

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- REMOVE the check box on the registration form as noted in scenario 1.

## Type of program student is placed

- Workplace Literacy
- Family Literacy
- Institutionalized settings
- Corrections facility
- Jail
- Community corrections
- Homeless program
- IELCE
- Distance education
- ADP/22+
- Bridge Program
- IET Program

Scenario 2 - **Participant B** EXITS the program to become incarcerated.

- Mark the "became incarcerated/entered support facility" on the exit form in ABLELink.

If **Participant B** is then released from incarceration and continues classes in a traditional, non-corrections instructional site.

- REMOVE the check box on the exit form added in scenario 2.

If **Participant B** exits the program to become incarcerated and then starts taking classes while incarcerated.

- Mark the appropriate element (i.e. corrections facility, jail, etc.) in the "Type of program student is placed" field on the registration form in ABLELink.

- REMOVE the check mark next to "became incarcerated/entered support facility" on the exit form in ABLELink.

CAUTION: We are not responsible for validating any of the participant exclusions including whether or not a participant has actually entered or been released from a correctional facility. You should, however, update ABLELink with the information as you know it.

Scenario 2 - **Participant B** EXITS the program to become incarcerated.

- Mark the "became incarcerated/entered support facility" on the exit form in ABLELink.

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Currently, we are not responsible for validating any of the participant exclusions including whether or not a participant has actually entered or been released from a correctional facility. You should, however, update ABLELink with the information as you know it.

# FY 2017 APR Highlights

**Enrollment** - Slight increase in overall enrollment (0.2%); Federal reporting reflects a slight decrease in enrollment due to the application of Periods of Participation (POPs) required in the APR

**Cost per student** - Increased by \$35.21 due to additional monies distributed in Supplemental Grants and unexpended funds from FY 2016

**Population** - 5.1% increase in the lowest two levels of ABE and ESOL combined; 7% decrease in ESOL level 1 and a 63% increase in ESOL level 2 (from 982 in FY 2016 to 1599 in FY 2017); Highest population increase in the lowest functioning levels

**EFL Completion** - Improved performance in 4 EFLs including ABE 4 and 6 (two levels missed in the FY2016 submission)

**Persistence** - Decreased by 2.4 hours per participant

**Statewide MSG** - 62.7%

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**Persistence** - Decreased by 2.4 hours per participant

**Statewide MSG** - 62.7%

# Assessment Policy Updates

## Tracking Subjects:

### POLICY CURRENTLY STATES:

Students must be placed and tracked in the area that places them in the lowest EFL as determined by scale scores on a standardized assessment.

**Effective July 1, 2017** – Students are no longer required to be tracked in the lowest EFL. Gains in any academic subject will count as a measurable skill gain. ABLELink will continue to automatically track in the subject that puts the student in the lowest level. However, programs may adjust the tracking subject. Only those tests completed on or after July 1, 2017 should reflect this change in procedure.

### So how should we proceed?

Be sure that instructors and/or data entry staff are:

- Testing in the tracking subject. If a post-test is administered in a subject other than the tracking subject, manually change the tracking subject to adjust.
- Post-testing in a subject for which there is an initial score.

This is particularly an issue when combining BEST Plus, CASAS, and TABE CLAS-E and testing on different dates.



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# Attendance Hours

## Why is this necessary?

Periods of participation (POPs) - A new period of participation is counted each time a participant exits and reenters after 90 days, even if it occurs in the same program year.

POPs count at the federal level!

## POLICY CURRENTLY STATES:

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# Upcoming Federal Reporting Timelines

<b>Program Year 2017 (PY17) Annual Report</b>	
<i>Report Due Date</i>	<i>October 1, 2018</i>
Number Served (Reportable Individual)	7/01/17 to 6/30/18
Number Exited (Reportable Individual)	4/01/17 to 3/31/18
Funds Expended	7/01/17 to 6/30/18
Number Served (Participant)	7/01/17 to 6/30/18
Number Exited (Participant)	4/01/17 to 3/31/18
Employment Rate Second Quarter After Exit	7/01/16 to 6/30/17
Employment Rate Fourth Quarter After Exit	7/01/16 to 12/31/16
Median Earnings Second Quarter After Exit	7/01/16 to 6/30/17
Credential Attainment Rate	7/01/16 to 12/31/16
Measurable Skill Gains	7/01/17 to 6/30/18
Effectiveness in Serving Employers	7/01/16 to 6/30/17
Veterans' Priority of Service	7/01/17 to 6/30/18

Green highlighting indicates when a full year of information will be available.

<b>Program Year 2018 (PY18) Annual Report</b>	
<i>Report Due Date</i>	<i>October 1, 2019</i>
Number Served (Reportable Individual)	7/01/18 to 6/30/19
Number Exited (Reportable Individual)	4/01/18 to 3/31/19
Funds Expended	7/01/18 to 6/30/19
Number Served (Participant)	7/01/18 to 6/30/19
Number Exited (Participant)	4/1/18 to 3/31/19
Employment Rate Second Quarter After Exit	7/01/17 to 6/30/18
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Effectiveness in Serving Employers	7/01/17 to 6/30/18
Veterans' Priority of Service	7/01/18 to 6/30/19

# Coming soon....

- **Webinar** - Effective Participant Follow-up  
(Reporting in ABLELink is in progress)
- **Webinar** - NRS updates  
(New updates as of December 2017)

## Any questions?

### Final reminders -

- The webinar is being recorded and will be placed both in the Moodle and on the WICCA Resources web site. Individuals viewing the webinar in the Moodle are eligible to receive professional development credit.
- Upcoming webinars will be announced in the PDN website.



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