

# Texas Workforce Commission

## Adult Education and Literacy



## Summer Business Meeting 2020

### Handout

July 31, 2020

Day 3, Session 2

## PY 20-21 TEAMS Updates:

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New Year, More TEAMS Enhancements: Sneak peek at some forthcoming system enhancements that improve how Grantees can view WIOA performance at the student level.

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## Agenda

### What to expect when the new year opens

1. Non NRS Assessment Options
2. Non NRS Designated Classes
3. Revised Testing Pages
  - a. **Test Summary Page**—High-level/ Quick Look, Program Year breakdown w/ path to Educational Outcomes
  - b. **Pre/Post Test Page**—Will include both a PY and a POP based filterable approach aligned to current performance under WIOA for MSG Type 1a (Pre/Post testing)
4. Future Plans
  - a. Profile alignment to POPs and Public Assistance page (TANF Match results)

## What's Next...

We will take the chat questions submitted today. Sort and categorize them into specific webinar topics to answer the questions to be announced and scheduled between August 1 and August 31<sup>st</sup>. We are limited in what we can show you 'in real time' until the new program year is open.

## Non NRS Test(s) Options

How to Add Non NRS Test to TEAMS PY 20-21, no more PASES Tracker

Non NRS ASSESSEMENT

## REFERENCES

AEL Letter 03-20, Remote Testing at

[https://twc.texas.gov/files/policy\\_letters/ael-03-20-remote-testing-twc.pdf](https://twc.texas.gov/files/policy_letters/ael-03-20-remote-testing-twc.pdf)

Serving Students At A Distance Document at

<https://tcall.tamu.edu/docs/ServingNewStudentsAtADistance.pdf>

Specific Guidance

## AEL Letter 03-20

- Defines Non NRS Approved Test and gives some options
  - Allows for a 'placeholder' assessment while developing and implementing remote testing requirements
- Creates a 'reasonable attempt' clause to resume remote testing and or face to face NRS approved testing options
- Creates parameters around NRS testing prioritization

- Mandates that Grantees have an SOP for remote testing
- Requires Grantees to enter Non NRS tested students into TEAMS, when enhancement is released, 7/15/2020
- Introduces the term 'provisional functioning level' as determined by staff

## TEAMS Enhancements: Non NRS Tests

The screenshot shows the TEAMS Assessment form for a Non-NRS Approved Assessment on 7/8/2020. The form includes fields for Grant Recipient (538 - Texas South Grant Recipient), Instrument (Non-NRS Approved Assessment), and Assessment Date (07/08/2020). The Domain Scores section is highlighted, and a dropdown menu is open for the 'Provisional Functioning Level' column. The dropdown menu lists various assessment levels, including ABE Beginning Literacy, ABE Beginning Basic Education, ABE Intermediate Low, ABE Intermediate High, ESL Beginning Literacy, ESL Beginning Low, ESL Beginning High, ESL Intermediate Low, ESL Intermediate High, Advanced ESL, ASE Low, ASE High, Not Applicable, and Exit criteria from NRS. The 'Choose' option is currently selected.

Domain	Score	Provisional Functioning Level
Non-NRS Approved	optional	Choose

**Figure 1: TEAMS Screenshot - Provisional Functioning Level**

1. Kept pathway for data entry: **Participant Record>Assessments**
2. Update Assessment dropdowns to:
  1. Remove old/outdated test options
  2. Add Non NRS Assessment option

3. Add Hi Set Official Practice Test
4. Add GED Official Practice Test
5. Update TABE Locator
6. Create more local flexibility
7. Simplified approach

## Non NRS Test Option

MAHALIA BALDINI (Administrator) |

Adults Management System

5, Student One > Assessments

South Grant Recipient

Test Gains | Educational Outcomes | Career and Training Services | Support Services | Employment O

Test Score

Assessment Date	Contact Hours Elapsed	Domain	Test Level	Scale Score	Domain Functioning Level	Score	Provisional Functioning Level
1/9/2020	0	Interpreting Literature & Art				130	ABE Int
		Mathematics				145	ASE Hig
		Social Studies				130	ASE Low

**Figure 2: Non-NRS Test Option**

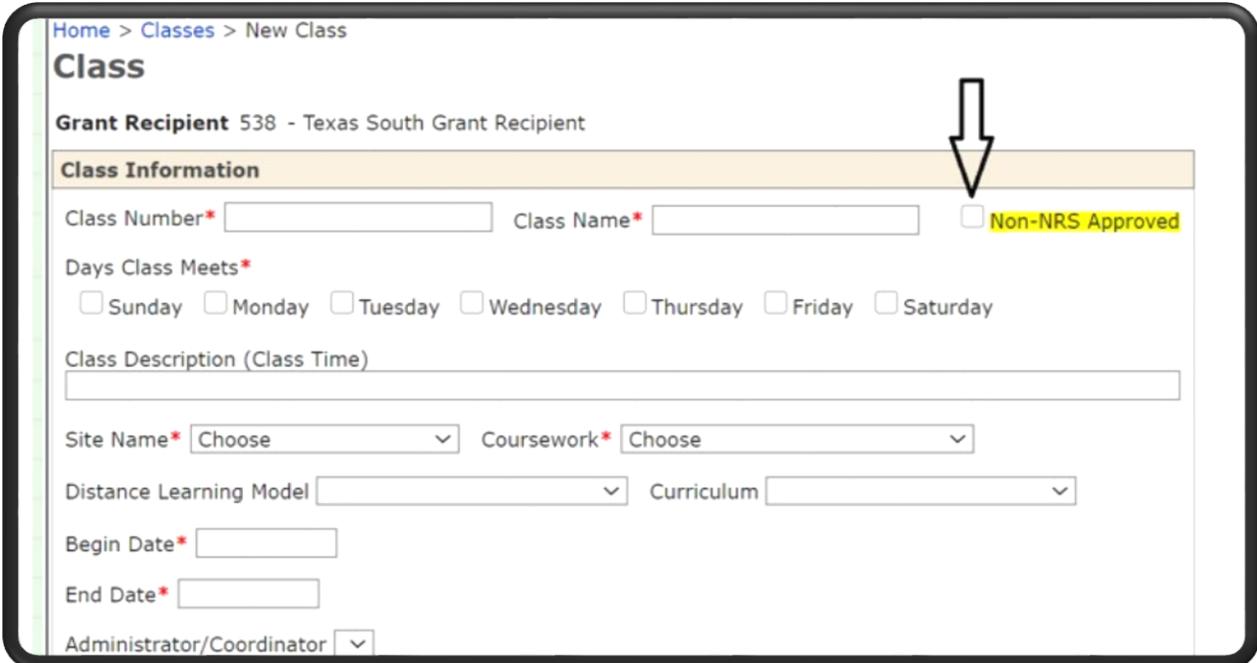
- 'Scale Score' is different than 'Score'.
- Certain columns will only activate if the test is related to TEA data match records, like 'Scale Score'.

- 'Score' is optional and based on the Non NRS test choice and provides flexibility at the Grantee level
- Provisional functioning level may align to a Non NRS test you have provided or reflect choice made through a 'Staff Determined Eligibility' process

## Non NRS Classes

Non NRS Classes house & report Non NRS tested students

### Non NRS Designation



Home > Classes > New Class

### Class

Grant Recipient 538 - Texas South Grant Recipient

**Class Information**

Class Number\*  Class Name\*   Non-NRS Approved

Days Class Meets\*

Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday

Class Description (Class Time)

Site Name\*  Coursework\*

Distance Learning Model  Curriculum

Begin Date\*

End Date\*

Administrator/Coordinator

**Figure 3: Non NRS Designation**

- The data entry pathway is unchanged: **Home > Classes > Add New Class**

- A new box/field has been added to the class information screen to designate the class as having only 'Non NRS' students
- Everything else is the same

## Non NRS Designated Classes

Allows you to designate specific classes for Non NRS tested students.

What does this mean when we have a class with both NRS tested and Non NRS tested students participating?

### **Requirement**

Create a parallel class per regular class to house the Non NRS tested students placed into that class, create a naming convention to make this easier. This creates a clear distinction for data review on how many Non NRS tested students are assigned to what classes/instructors, for monitoring of remote/NRS testing needs.

## TEAMS View

Grant Recipient: 538 Texas South Grant Recipient

**Class Information**

Class Name: [ ] Class Number: [ ] Provider Name: [ ] Site Name: [ ]

Class Begin Date between \* 7/1/2020 and \* 6/30/2021

Search Add New Class

\*Click on column header to sort by ascending or descending. All - All Participants, Active - Active Participants.

Class Name	Class Number	Provider	Site	Begin Date	All	Active	Direct Hours	Training Hours	Non-NRS Approved
ASE High_123	123_HSE	Adult Education San Marcos	Workforce Solutions	7/1/2020	0	0	0	0	No
ASE High_123_NNA	123_HSE_NNA	Adult Education San Marcos	Workforce Solutions	7/1/2020	1	1	0	0	Yes

**Figure 4: TEAMS View of Informational Columns**

By having parallel classes and a cohesive naming convention, you will be able to manage the active students more easily. In this example, you see one physical/virtual class, but two TEAMS classes with clear designation of how many *active* students do not have an NRS approved test. All contact hours can be tracked per usual for Non NRS designated classes.

## Prototypes

### Back End Changes to Align Function to Performance

The information on the pages are a reflection of business rules that have been modified to align to current performance and assessment guide revisions, such as:

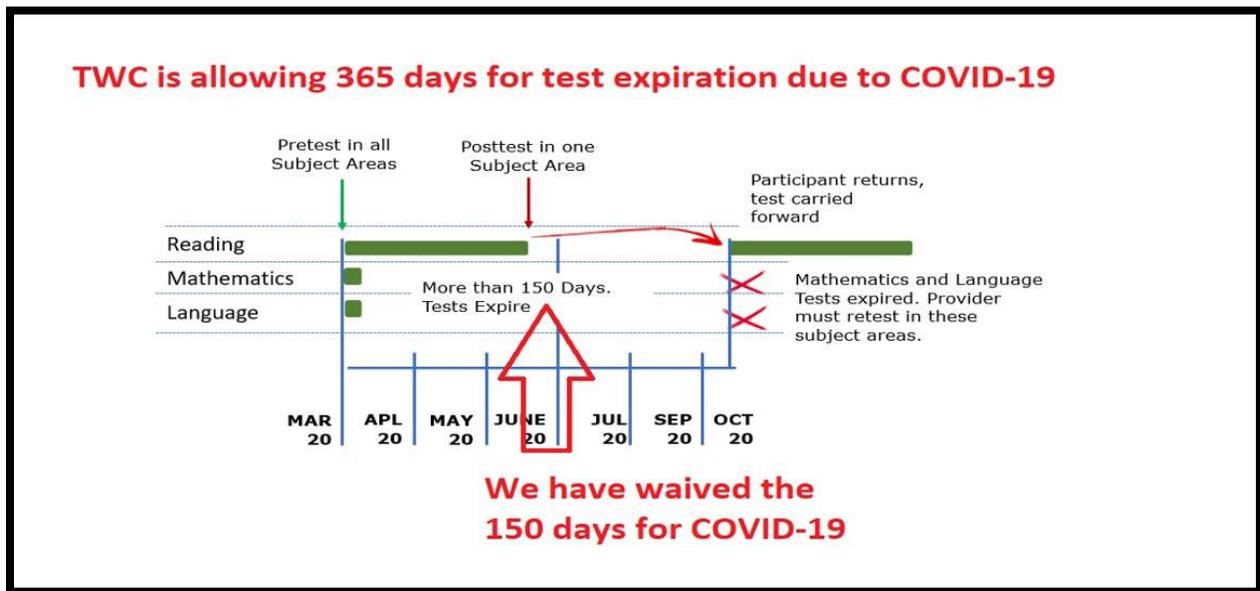
**Initial Placement for NRS Reporting**— Individuals will be placed in an EFL for reporting purposes for the program year based on one of the following:

- the lowest initial test score, if all content area tests are taken on the same day
- the earliest test score available, given new flexibilities to stagger tests in different content areas

None of this has any bearing on instructional placement based on individual’s needs and goals.

**Removing DOS**— A gain in any content area is a gain for performance in the program year regardless of lowest test score.

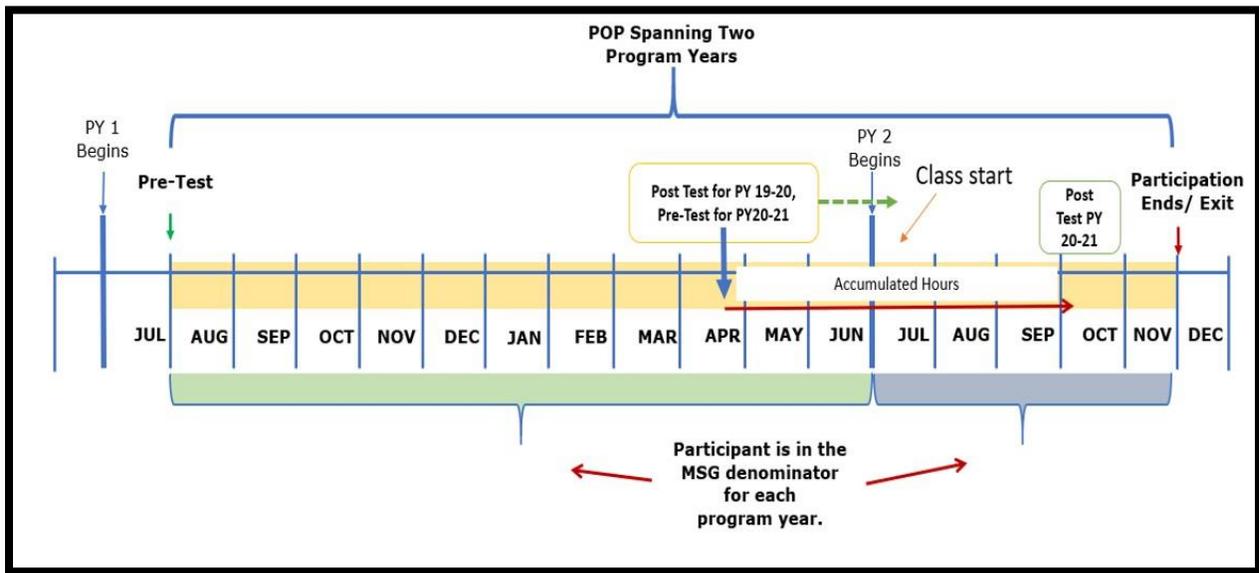
### Bringing Forward Valid Test Across Years



**Figure 5: Moving Forward Valid Tests Across Years**

Continuing Students: This isn't a huge change from what we have always done, except that when determining NRS placement for reporting, they will look at the original test dates and place according to those test dates, not lowest functioning level.

## Across PY Performance Alignment



**Figure 6: Across PY Performance Alignment**

Assessment Page = Test Summary

### Page Pathway

**Home > Participant Record > Test Summary**

## Test Summary

[Class Registration](#) | [Pre/Post Test Gains](#) | [Educational Outcomes](#) | [Career and Training Services](#)

PY	Instrument	Content Area	Starting EFL	Ending EFL	EFL(s) Gained
2018 - 2019	BEST Plus 2.0	Oral	ESL Intermediate Low	Exit criteria from NRS	3
	BEST-B/BEST-C/BEST-D	Literacy	ESL Intermediate High	Advanced ESL	1
	TABE 11/TABE 12	Reading TABE 11/12	ABE Beginning Basic Education		0
	TABE 11/TABE 12	Mathematics TABE 11/12	ABE Intermediate Low		0
	TABE 11/TABE 12	Language TABE 11/12	ABE Beginning Basic Education		0
2017 - 2018	BEST Plus 2.0	Oral	ESL Intermediate Low	Exit criteria from NRS	3
	BEST-B/BEST-C/BEST-D	Literacy	ESL Intermediate High	Advanced ESL	1
2016 - 2017	BEST Plus 2.0	Oral	ESL Beginning High		0
	BEST-B/BEST-C/BEST-D	Literacy	ESL Intermediate High		0
2015 - 2016	BEST Plus	Oral	ESL Beginning High	ESL Intermediate High	2
	BEST-B/BEST-C/BEST-D	Literacy	ESL Beginning High		0

**Figure 7: Prototype of Test Summary Page**

We have modified the current 'Assessment Page' to be a high-level review of test within a program year (PY). It has a 'starting EFL level' and an Ending EFL level and number of level gains made in any instrument and content area. It also includes a hyperlink to the Educational Outcomes page to view those level gains.

In this example, you can see that this student utilized two different instrument groups in PY 18-19 as they transitioned from ESL to ABE instruction. The student made 3 level gains in Best Plus 2.0 from starting the year in ESL Intermediate Low and Ending the PY in 'Exit Criteria from NRS', resulting in three level gains.

It also shows that the student was tested with a TABE 11/12 in Reading, Mathematics and Language, but did not posttest on any of these areas. A user can summarize that the student counted as a positive in terms of performance and that they also have transitioned to non-ESL based testing.

### Other Less Subtle Changes

The screenshot displays a participant's record with the following sections:

- Periods of Participation:** A table with columns: First Direct Contact Hour Date, Participation Start Date, Participation Start Date Program Year, Last Service Date, Exiter Flag, and Exclusionary Reason. Data row: 1/22/2020, 1/28/2020, 2019 - 2020, 3/3/2020, Yes, No.
- Filters:** 2019-2020 (dropdown), Grant Recipient 501 (dropdown), Abilene ISD (dropdown).
- Profiles:** A table with columns: School Year, Education Level, Employment Status. Data row: 2019 - 2020, No Educational Level Completed, Employed.
- Planned Gap in Service:** A message box stating "No planned gaps in service were found for this participant." with an "Add Gap in Service" button.
- Classes:** A table with columns: Class Number, Class Name, Site Name, Begin Date, End Date. Data row: 103, AV AM ABE/ASE, Alta Vista, 1/22/2020. This section is circled in red.

**Figure 8: Current Participant Page**

Classes											Add Class Registration
Grant Recipient	Site	Class	Instrument Group	Begin Date	Contact Hour Date	Funding Source	Direct Hours	Proxy Hours	Training Hours	Non-NRS Approved	
501 - Abilene ISD	Alta Vista	AEL	CASAS	8/29/2019	9/2/2019	Basic AEL (AEFLA)	3	0	0	No	
501 - Abilene ISD	Alta Vista	Eng	BEST/BEST Plus	7/31/2019			0	0	0	No	
501 - Abilene ISD	Substance Abuse Treatment Facility	SATF ASE	TABE	7/2/2019	7/3/2019	Basic AEL (AEFLA)	21	0	0	No	
					8/6/2019	Basic AEL (AEFLA)	5	0	0		
501 - Abilene ISD	Sweetwater High School	Sweetwater ASE	BEST/BEST Plus	7/1/2019	7/1/2019	Basic AEL (AEFLA)	19	0	0	No	
503 - Angelina College Adult Education Consortium	Angelina College Main Campus	ESL	BEST/BEST Plus	7/1/2019			0	0	0	No	
<b>Total Contact Hours:</b>							48	0	0		
											Add Class Registration

**Figure 9: Revised Participant Page**

We are making some additions to the participant’s main record page to include the additional class info usually found under the Pre/Post-test page, allows us to put the bulk of testing information on the Pre/Post Testing page while maintaining the class level information.

This expands the view of the user to include a holistic participant experience to include Grant Recipient information so regardless of who is serving the student, all users will see an overview of classes the student is enrolled in and how many contact hours they are getting.

## Revised Participant Record Page

Classes											Add Class Registration
Grant Recipient	Site	Class	Instrument Group	Begin Date	Contact Hour Date	Funding Source	Direct Hours	Proxy Hours	Training Hours	Non-NRS Approved	
501 - Abilene ISD	Alta Vista	AEL	CASAS	8/29/2019	9/2/2019	Basic AEL (AEFLA)	3	0	0	No	
501 - Abilene ISD	Alta Vista	Eng	BEST/BEST Plus	7/31/2019			0	0	0	No	
501 - Abilene ISD	Substance Abuse Treatment Facility	SATF ASE	TABE	7/2/2019	7/3/2019	Basic AEL (AEFLA)	21	0	0	No	
					8/6/2019	Basic AEL (AEFLA)	5	0	0		
501 - Abilene ISD	Sweetwater High School	Sweetwater ASE	BEST/BEST Plus	7/1/2019	7/1/2019	Basic AEL (AEFLA)	19	0	0	No	
503 - Angelina College Adult Education Consortium	Angelina College Main Campus	ESL	BEST/BEST Plus	7/1/2019			0	0	0	No	
<b>Total Contact Hours:</b>							48	0	0		

Add Class Registration

**Figure 10: Revised Participant Record Page**

The prototype for the participant record page combines information from the original class's header under the participant record page and the classes header under the pre/post testing page.

Notice that we also added a column to indicate if the class and thus the contact hours are designated as Non NRS approved

### Why Make This Change?

Making this change gives us more space on the Pre/Post Test page to create some exciting new features!

New features:

- Program Year and Period of Participation View for all testing
- Separation of testing by Content Area and Instrument groups

- Add in 'Days Between Tests' counter and modify the D+ P hours between tests to align to instrument and specific content area
- Direct linkages to the Educational Outcomes page
- Clear indication of just in time student performance and test validity

## What Will the Program Year Option Look Like?

Pre/Post Test Gains

Class Registration | Test Summary | Educational Outcomes | Career and Training Services

Program Year: 2018-2019 Add Test **1**

Test Given By Grant Recipient	Test Date	Instrument	Content Area	D + P Hours Between Tests	Days Between Tests	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	3/27/2019	BEST Plus 2.0	Oral	72	219	No Level	590	Exit criteria from NRS	Yes	2018-2019
535 - Temple College	8/20/2018	BEST Plus 2.0	Oral	0		No Level	474	ESL Intermediate Low	N/A	
Test Given By Grant Recipient	Test Date	Instrument	Content Area	D + P Hours Between Tests	Days Between Tests	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	8/20/2018	BEST-D	Literacy	0		No Level	59	ESL Beginning High	N/A	
Test Given By Grant Recipient	Test Date	Instrument	Content Area	D + P Hours Between Tests	Days Between Tests	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	1/9/2019	TABE 11	Reading TABE 11/12	0		Easy	466	ABE Beginning Basic Education	N/A	
Test Given By Grant Recipient	Test Date	Instrument	Content Area	D + P Hours Between Tests	Days Between Tests	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	1/9/2019	TABE 11	Mathematics TABE 11/12	0		Easy	500	ABE Intermediate Low	N/A	

**Figure 11: Pre/Post Test Page Changes**

There are a few functional changes that were made:

- Change 1.** You will now add all assessments/test from this page
- Change 2.** Users will be able to see all tests provided to a participant regardless of Grant Recipient who entered it

**Change 3.** Separation of each instrument group and content area so you can see from specific instrument and content area what progress has been made during the Program Year

**Change 4.** The “Made Gain” column will indicate if the test in that row resulted in a basic education MSG/gain and the ‘PY Gain Applied’ column will tell you which program year it was applied to. This will allow you to see when a test being carried forward into each program year that is acting as a baseline was a ‘progress’ test that resulted in an MSG/gain in a previous PY.

### What Will the POP View Look Like?

Periods of Participation:  

Test Given By Grant Recipient	Test Date	Instrument	Content Area	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	8/1/2019	BEST Plus 2.0	Oral	No Level	650	Exit criteria from NRS	No	
535 - Temple College	3/27/2019	BEST Plus 2.0	Oral	No Level	590	Exit criteria from NRS	Yes	2018-2019
Test Given By Grant Recipient	Test Date	Instrument	Content Area	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	7/3/2019	CASAS L&W Listening	L&W Listening	985L, Level C	213	ESL Intermediate High	No	
Test Given By Grant Recipient	Test Date	Instrument	Content Area	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	7/3/2019	CASAS L&W Reading	L&W Reading	83R, Level B	224	Advanced ESL	No	
Test Given By Grant Recipient	Test Date	Instrument	Content Area	Test Level	Scale Score	EFL	Made Gain	PY Gain Applied
535 - Temple College	1/9/2019	TABE 11	Reading TABE 11/12	Easy	466	ABE Beginning Basic Education	No	

**Figure 12: Period of Participation (POP) Prototype view**

This is all new information that will be available to users.

The first step is to select the Period of Participation (POP) you want to view from the drop down. The dropdown will include all existing periods of participation for the student as of the date you select this option. Once you select the POP you want to view, the columns will populate with the corresponding data. In this example, you can see the participants testing and corresponding progress per how performance is measured under WIOA across multiple reporting years. In this section, users will see how the Program Year information is delivered.

## Page Export Features

If the user clicks on the Export to Excel button, navigate to the pop-up with three print options.

- Most Recent PY and POP. The Excel file will display the current PY on one tab and the current POP on a second tab.
- Selected PY and POP. The Excel file will display the selected PY on one tab and the selected POP on a second tab.
- All PYs and POPs. The Excel file will display all PYs on one tab and all POPs on a second tab

## REVIEW: Today's Agenda

### **What to Expect When the New Year Opens**

- Non NRS Assessment Options
- Non NRS Designated Classes
- Revised Testing Pages
  - Test Summary Page—High-level/ Quick Look, Program Year breakdown w/ path to Educational Outcomes

- Pre/Post Test Page—Will include both a PY and a POP based filterable approach aligned to current performance under WIOA for MSG Type 1a (Pre/Post testing)
- Future plans
  - Profile alignment to POPs and Public Assistance page (TANF Match results)

## Future Enhancements

- 1) Profiles Around Periods of Participation
- 2) Report Remediation and Creation

### Profile Updates: High Level

- Align Profiles to Periods of Participation (POPs)
  - Grantees `share` a profile (same as they do now), it is created at program entry
  - Limits editing, maintain data integrity for reporting purposes
- Require a new Profile when `Exit Flag` has been established regardless of PY
  - If the person exits and returns to service in the same PY, serving Grantee will be able to create a new profile, but will be able to utilize an old profile and make updates instead of having to redo the full profile
- Automatically bring forward any valid profile when a participant is continuing across PY's
- Add in additional joint reporting elements that are currently missing from our PIRL

## Report Remediation: High-Level

Collaborative Project with Local Grantees, AEL/TWC Staff and DOI/TWC Staff

Decision Points:

- Reports we want to disable
- Reports we want to keep but align to current WIOA performance
- New reports we need

Decision Points about where these will be housed: TEAMS vs. Data Warehouse. This will be a SIZABLE project

## Questions

If you have questions about this session, please e-mail [TEAMS.TechnicalAssistance@twc.state.tx.us](mailto:TEAMS.TechnicalAssistance@twc.state.tx.us).