



**WEST END CORRIDOR**  
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

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*Chaffey Joint Union – Chino Valley Unified – Fontana Unified – Upland Unified – Baldy View ROP  
Chaffey Community College*

## Notes

Data Group Meeting  
January 25, 2021 2:00 – 4:00 p.m. Via Zoom

### 1. Members present

Chaffey College – Ariel Sales; Chaffey Adult – Sandra Palmerin; Chino Valley Adult – Bev Hatch; Fontana Adult – Scott Gutman; Upland Adult – Erica Cisneros; Dana Galloway – WECC

### 2. Round table discussion/questions

- What were the biggest data challenges in Semester 1?  
*Designating classes as Distance Learning (In TE, Class Instances > Special Programs.)*  
*Accurate attendance recording: Set up in ASAP*  
*Student access and lack of skill with technology is always an issue*
- Core Performance (Employment & Earnings) survey (quarterly)  
*Per CASAS, the survey should be administered quarterly, and 3 emails/texts sent. Group members commented that after the first email, they start calling on the phone. Discussion of how to put students at ease so they will respond to questions. Conversational style is best, although very labor intensive. FAS is getting about a 50% response rate. Suggestions to improve effectiveness include explaining the questions at registration, going over them in classes, or even making a video of the principal.*  
*Comment: If a student leaves and returns in the same year, they will still get a survey.*  
*Comment: Although a school can personalize their message, the sender address is still from CASAS.*  
*Comment: It may be better to run the wizard on a weekend when students might have more free time and be more likely to respond.*
- How is Semester 2 going?  
*Not as many new students enrolling this semester, logically.*
- Interesting or ongoing data projects?
- Questions/Requests; training needs  
*Request training from CASAS on Employment & Earnings survey. Dana will follow up.*  
*What is the status of DACA legislation? Students have been requesting letters of enrollment verification.*  
*Laura may be able to inform us at the next meeting.*

### 3. Information Items:

- Due Dates:** <https://caladulthood.org/DueDates>
- CIP for WIOA II due April 30** Trainings on 1/26 and 1/28 @ caadulthoodtraining.org
- New 3-Year Plan due August, 2021**
- WECC website to be rebuilt**

e. **WIOA II Implementation & Accountability training still required** *There are still some training dates in January; contact CASAS if necessary.*

**4. Data Systems Quality Improvement and Professional Development project**

The project is on hold for now. The Consortium may reconnect with WestEd later in the year.

**5. School Fact Sheets**

Please forward to Dana if you have your own

Need 2019-20 data to update WECC copies; will email you directly *Requests for information were sent out on Dec. 7; Dana will re-send. Please respond; these fact sheets must be updated well before Lege. Day in April.*

**6. Data Gathering & Reporting**

Q2 DIR targets: <https://caladulthood.org/DownloadFile/858> *This is still based on 2018-19 data. For 2019-20 data-based targets, see Bethany Ely's data binder at: <https://bit.ly/caerc2021dataaccountability>*

Enrollment data project, Sem. 1 by program (Scott G.) *Scott will redistribute the template and instructions.*

Attendance hours (Scott G.) *This information helps with retention efforts.*

ASAP API Interface (Scott G.)

Google forms (Bev H.) for data gathering and EL Civics assessments

*Bev has created Entry and Update forms; EL Civics survey; EL Civics assessments (when written format is required.) They are considering a Testing survey to determine how students prefer and are able to take CASAS tests.*

**7. Chaffey College (20)**

**Data match (transition) project**

Ariel Sales

*Ariel described how the transition data match project is progressing. Numbers for 2019-20 are virtually the same as the past year when accounting for the fact that BVRDP data was not provided for 2019-20. This is good news considering the effects of the pandemic on enrollment.*

**Dual enrollment report, Fall 2020 & Spring 2021:**

Laura Alvarado

**8. Data Group C o P (10)**

- Reevaluation of Objectives (see below)
- Continue to use SLACK *Data Groupies may continue to use Slack if they wish.*
- 2020-21 Meeting calendar: March 8, April 12  
*Future dates were agreed on.*

**Calendar of Events**

Upcoming events: (To register for most state-organized events, go to: <https://caadulthoodtraining.org/>)

*(All meetings virtual)*

Feb. 2, 1-2 p.m.	CA Statewide WIOA II Networking Meeting
Feb. 5, 9 a.m.	CA TE Networking
Mar. 2, 1-2 p.m.	CA Statewide WIOA II Networking Meeting

Mar. 3-5	OTAN TDLS (Technology and Dist. Learning Symposium)
Mar. 9, 11 a.m.	CA Network Meeting – Agencies New to WIOA II
Apr. 19-20	CCAE Legislative Days
Apr. 21-23	CCAE State Conference

EL Civics “Conference” (CASAS) is ongoing on Fridays and will resume this year on January 15. See: [playlist at the CASAS YouTube Channel](#)

### **Group Objectives**

- Agree on common definitions (standardize consortium data)
- Analyze and interpret consortium reports
- Provide assistance to one another and request additional training, if needed
- Exchange ideas and tools for data collection
- Advise the voting members on data issues
- Assist in the development *and implementation* of the Three-Year Plan