

**Governor's Workforce Board RI  
Adult Education & Literacy Committee Meeting  
December 5, 2013**

**Meeting Minutes**

Committee Members present:	Chair Robert Nangle, Mario Bueno, George Nee
Committee Members absent:	Robin Coia, Paul MacDonald
RIDE Staff present:	Dr. Philip Less, Nancy Labonte
GWB Staff present:	Rick Brooks, Elizabeth Jardine, Dan Brown, Hillary Feeney, Amelia Roberts
Others Present:	Malcolm Baxter, BIS; Jill Holloway, PDC; Sophie Tan, ILSR; Irena Nedeljkovic, EPI; Karisa Tashjian, RIFLI
Location:	RIDLT Conference room 73-2

**Call to Order**

Chair Nangle called the meeting to order at 8:37 a.m. and welcomed everyone to the meeting.

**Minutes**

Chair Nangle asked for a review of the meeting minutes of September 5, 2013 Governor's Workforce Board (GWB) Adult Education & Literacy Committee meeting. Chair Nangle asked if there was a motion to approve the meeting minutes.

**VOTE:** Mario Bueno moved to approve. George Nee seconded the motion. The motion was passed unanimously.

**GWB Performance Report – Adult Education**

Chair Nangle asked Elizabeth Jardine to provide an update on the GWB Adult Education performance reporting. E. Jardine referred to the performance spreadsheet, noting this year will be the first year collecting data and many of the performance reports are in their initial stages. She stated that baselines for the targets and activities will be established after the data is collected. E. Jardine discussed the FY14 targets and the first quarter results in terms of the Biennial Plan Priorities. She reported 37 employer partnerships have been established and 135 participants have either completed or increased in educational functioning level as of September 30, 2013. Dr. Less noted that the second quarter report will show a much different picture as most of the students have not been post-tested as of September 30<sup>th</sup>. E. Jardine added that the Work Readiness Credential and Training targets have not been set because it is a newly established measurement for all GWB investments. She noted that targets will be set when a training standard and measurement has been determined. Chair Nangle added that once a full year of performance reporting has taken place, the committee can compare the current progress with previous fiscal year reports.

**Adult Education Information**

*Cost/Student*

In response to M. Bueno's request for a state-by-state comparison of adult education costs per student, Dr. Less discussed the 2011-2012 expenditures per student and adult education eligibility percentages for Massachusetts, Connecticut, Maine, New Hampshire, Rhode Island, and Vermont. He reported Massachusetts has a population of 500,000 without a high school

diploma and Rhode Island is around 121,000. He added that federal funding is awarded based on the number of people without a high school credential. Rhode Island reported \$2,680,003 in federal funding with \$1,000,000 coming from the Department of Human Services (DHS) for Project Opportunity. Dr. Less noted the actual amount of federal funding for Rhode Island Adult Education is around \$1,600,000 and explained the state match federal reporting requirements of at least 25% of the federal funding.

Dr. Less further discussed the educational gains, noting that Rhode Island's percent gains are higher than any other state in New England (48%). In comparing the expenditures per student, Dr. Less noted that Massachusetts received the largest amount of federal funding, while Connecticut allocated the largest amount of state funding for adult education. He highlighted that funding has not increased in the last 13 years, resulting in program waiting lists for many states. Karisa Tashjian (RIFLI) commented that programs receive funding from several agencies including private entities, which can distort the state investment funding report for adult education. Dr. Less agreed that it costs more to serve a student than the amount reported to the federal office. The committee analyzed the state comparison of individuals without a high school diploma as a percentage of the total state population (18 years or older). Dr. Less noted 14-15% of Rhode Island's 18+ population does not have a diploma, while Massachusetts is around 10%. Discussion took place regarding the goals and objectives of the committee and examining information from benchmark states to formulate an action plan.

#### Action Items

- Chair Nangle inquired about a comparison of state program waiting lists in addition to waiting list numbers specifically for GWB funded programs.
- G. Nee requested the total amount of adult education funding for Rhode Island, including private funding, and the percentage of JDF funds.
- The committee discussed creating a scorecard and developing a standard cost-per-student, including an hourly instructional rate as a measuring tool for adult education program performance. P. Less noted past analysis of cost per educational gain and cost per goal.
- Chair Nangle recommended a state performance comparison to present potential results to the General Assembly for additional funding.

#### *Performance-Based Funding*

Chair Nangle asked Dr. Less to discuss performance-based funding. Dr. Less referred to the Rhode Island Performance-Based Funding Formula Summary and explained the performance criteria calculation based on federal core indicators: educational gains, GED credentials, enrollment in postsecondary education or training, and employment. Dr. Less discussed the RFP percentages, noting that this year the percentage of funding for 2013-2014 is 15%. He indicated that former Director of Adult Education Johan Uvin, developed a 5-year projection indicating that twice as many students should have been served at this point. Dr. Less also noted that adult education was projected to receive more funding each year to support more students. He explained that part of the projected increase in funding would have gone to performance-based funding. Dr. Less suggested keeping the performance-based funding percentage at 15% instead of increasing it to 25% next year because additional funding will not be received. He noted that all of the programs are performing well and hitting the national targets. Money is being shifted from one good program to another based on the following three criteria: quality, quantity and efficiency. G. Nee inquired about the employment performance criteria how programs who serve individuals who are already employed are taken into

consideration. Dr. Less explained the federal retention target and how it is measured and reported. The committee discussed a separate performance-based funding for specifically JDF funds.

Dr. Less referred to the Educational Functioning Level (EFL) performance sample review spreadsheet and explained how it will be used for each program as one of the main components of performance-based funding. He highlighted the educational functioning levels, noting the negotiated core indicators, and the weighting system based on the number of students in the program. M. Bueno commented that the core indicator percentages drop as students move into higher education functioning levels because it is much more difficult to pass an advanced course than a beginner's literacy course.

#### *FY14 JDF Allocation*

Dr. Less referred to the Adult Education Performance Based Funding Results (JDF funding only) for FY12, noting that there are a total of 34 programs, in which 13 programs do not receive JDF funding. Chair Nangle inquired about how the decision is made to fund programs with JDF dollars. Dr. Less explained that funding was allocated from the different sources based on what the programs do and what they wrote to in their RFPs. He noted that the same programs that were funded with JDF funds at the beginning of the grant are currently funded with JDF dollars. The committee further discussed the programs funded with Job Development Funds and the changes in funding sources for FY12 and FY13. G. Nee asked why Pawtucket was the only school department funded for adult education. E. Jardine noted that historically, five school departments had adult education departments, including Providence and Newport, and overtime, some of the school districts lost interest. M. Bueno noted that Central Falls allows adult education programs use their facilities as an in-kind donation. Dr. Less stated that about one third of the adult education programs in Arkansas were run through public schools.

Dr. Less presented a graph of the 2013-2014 JDF and RIDE total allocations and the different RIDE funding sources. He noted the level funding and increase in federal funds in 2012-2013 due to carry-over from the previous year. E. Jardine highlighted the major theme of whether a high cost per student translates into quality results.

The committee discussed college developmental courses and the transition to college pilot program. Dr. Less noted the misconception that people with a high school diploma do not qualify for an adult education program. He added that 70% of the Rhode Island Senior Class is required to take a developmental course. Chair Nangle asked to keep the discussion of college developmental courses on the agenda for the next meeting.

#### **Adjournment:**

With no further business, Chair Nangle asked for a motion to adjourn the meeting.

**VOTE:** George Nee moved to approve. Mario Bueno seconded the motion. The motion was passed unanimously.

The meeting adjourned at 10:06 a.m.

Respectfully submitted,

Amelia-Anne Roberts