

AEFLA Policy Update FY 2010

Assessment Policy and Approved Assessments

AEFLA-funded programs' assessment policies and procedures are governed by and must be in compliance with the state [AEFLA Assessment Policy](#). The policy includes approved assessments, time frames for administering pre and post tests, accommodations procedures, and training requirements.

CTB/McGraw-Hill has not submitted TABE 7/8 to the U.S. Dept. of Education-Office of Vocational and Adult Education (OVAE) for review and approval as a valid assessment for NRS reporting. A transition period will be granted by OVAE, during which programs may continue to use TABE 7/8 while supplies last. AEFLA programs should plan to transition to TABE 9/10 by the end of the transition period (to be announced). Programs may transition from 7/8 to 9/10 within the same program year. Test publisher guidance permits a one-time-only cross-use of TABE tests for pre- and post testing (7/8 as pre-test and 9/10 as post test). Once the transition is accomplished, cross-use of tests is not valid for NRS reporting.

The CASAS Life and Work Listening series is now available. These assessments will take the place of Life Skills Listening, Forms 51–56 and Employability Competency System (ECS) Listening, Forms 63–66. CASAS encourages agencies to begin the transition to Life and Work Listening with all future orders of listening tests. See: [CASAS Life and Work Listening FAQs](#)

Effective June 30, 2009, CASAS will no longer provide or support the Life Skills reading series (Forms 31-38). These forms may not be used for classroom instructional practice or any other purpose as of July 1, 2009. Agencies that have not already switched to the new Life and Work reading series (Forms 81-88) should plan to transition as soon as possible.

Questions about implementing this policy should be directed to: [Debra Fawcett, 303.866.6914](#)
In addition, the AEFLA Assessment Policy provides contact information for specific assessment issues.

Special Learning Needs

The Special Learning Needs Policy will take effect FY10 (July 1, 2009). Training and technical assistance will be provided in FY10 to assist programs with the implementation of the policy; full compliance with the policy is not expected to be achieved until FY11 (July 1, 2010).

Questions about implementing this policy should be directed to: [Jessie Hawthorn, 303.866.6942](#)

Professional Development

By September 21, 2009, at least 60% of each program's AEFLA teachers must complete and submit the Professional Development Self-Assessment for Colorado Adult Education Teachers. In the first quarter of the fiscal year, in consultation with their program director or supervisor, teachers who have completed the self-assessment should complete a FY10 PD plan that reflects the teacher's needs and the program's improvement plan. New teachers should complete a plan within 2 months of hire. Programs should maintain evidence of the following for at least 60% of their teachers: completion of the PD Self-Assessment, annual PD plan, completion of or progress toward LIA (if applicable), participation in professional development throughout FY10 and accrual of PD hours.

As part of the FY 2010 Annual Performance Report, programs will submit a PD summary, including total PD hours earned by at least 60% of teachers.

See: [Professional Development Policy](#)

Questions about implementing this policy should be directed to: [Jane Miller](#), 303.866.6611

Program Income

Local programs that charge tuition or other fees for participation in AEFLA-funded services must have on file an approved policy governing the collection, accounting, and use of tuition and other fees. Policies will be reviewed and approved annually by CDE/AEFL.

Policies must include process by which programs will ensure that tuitions and fees charged do not pose barriers to most-in-need learners including those who are economically disadvantaged.

See: AEFLA Program Policy: Program Income | See: [AEFLA Program Policy: Tuition and Fees](#)

Questions about implementing this policy should be directed to: [Debra Fawcett](#), 303.866.6914

Pre/Post Test Target

The target pre/post test rate for FY 2010 is 70%.

Questions about implementing this policy should be directed to: [Debra Fawcett](#), 303.866.6914

Authorization in Literacy Instruction (LIA)

Critical dates for LIA compliance have been established for FY 2010. Refer to Section 10.2a in the LIA Version 4 Handbook.

New hires (those hired since the previous November LIA Count Date) who work 15 or more hours per week must be authorized, in the process of authorization, or committed to beginning the authorization process within 6 months of hire and authorized within 2 years of hire.

Reminder:

By FY 2010 (July 1, 2009), 50% of the instructors in AEFLA funded programs who work at least 15 hours per week must be authorized.

Questions about implementing this policy should be directed to: [Jessie Hawthorn](#), 303.866.6942