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## PUERTO RICO NARRATIVE REPORT 2012 – 2013

### **Successful activities, programs, and projects supported with State Leadership funds and describe the extent to which these activities, programs, and projects were successful in implementing the goals of the State Plan.**

The Puerto Rico Department of Education Adult Education Program promotes continuous learning and the integral development of the adult education student's social values. This is accomplished through an educational system that is free, accessible, effective, equitable and non-sectarian in public, private, and non-profit institutions.

It is a guiding principle of the PRDE to promote services that are more flexible and tailored to the needs of the specific populations served by the various programs, these services are more streamlined and accessible to participants. These include state of the art technology for better program management and student tracking and incorporate the use of technology into the learning process to provide students with an adequate preparation for the demands of a technologically oriented local and world market.

The activities and principles of the Adult Education Program that support and fulfill its mission are:

- Providing educational experiences that are in concert with the current needs and aspirations of the adult student.
- Promoting lifelong learning.
- Promoting the collaboration and integration of services between partners such as the Department of Corrections Rehabilitation Centers, Department of the Family, Department of Labor, Vocational Education, Technology Education and the Special Education and Regular Academic programs to further develop the educational progress, eliminate duplicity and maximize the availability of services to qualifying participants.
- Providing flexible and alternative services to fulfill the needs and characteristics of the adult population.
- Promoting the development of Adult Education Programs through equity of funding and services to eligible service providers from the public, private and non-profit sector.
- Updating the curriculum and materials with standards of excellence that facilitate the mobility of the adult education student to the workforce.
- Promoting the professional development of the personnel in the Adult Education Programs.
- Determining student achievement and program outcomes through an evaluation and reporting system that is systematic and reliable.
- Recognizing, honoring and promoting quality and excellence in students, programs and personnel through conferences, newsletters and the Adult Education Program and PRDE homepages.
- Promoting program accountability through a management information system that is reliable and validates program outcomes.

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However special emphasis has been made this year to further develop the following activities:

**Updating the curriculum and materials with standards of excellence that facilitate the mobility of the adult education student to the workforce.**

**Curricular Revision**

Completion of this project has been achieved in academic year 2012-2013. During this year, the curricular review project had the following tasks:

1. Publication of the Conceptual Framework, Standards and Indicators by teaching level and content specific areas.
2. Completed the pre and post tests for all levels and basic disciplines.
3. Developed Challenge Tests for all level and areas in Secondary Education.
4. Publication of all course syllabuses for each level and area of the Adult Education Program.
5. Course descriptions created (60) to be included in the Adult Education Program Catalog.
6. Pilot project I and II were completed for the Adult Curriculum test validation. These tests were submitted to the Federal Education Department.

**Other Accomplishments**

1. The Regulations for the Teaching and Evaluation of the Adult student Planning Process were adopted.
2. Three hundred (300) educational plans were developed for each level and subject matter.
3. Five (5) modules were published containing five (5) interactive exercises each. One module for each of the five subject matter areas.
4. Submitted the tests and supporting validation data to OVAE for approval for NRS purposes.
5. Administered the new curriculum pre tests on 77 centers. Number of participants that have taken the pre test are included in Table 1.

**Table 1: Number of Adults that have taken the tests**

	<b>ABE 1</b>	<b>ABE 2</b>	<b>ABE 3</b>	<b>ABE 4</b>	<b>ASE 1</b>	<b>ASE 2</b>	<b>TOTALS</b>
<b>Math</b>	<b>10</b>	<b>15</b>	<b>24</b>	<b>430</b>	<b>1,471</b>	<b>1,725</b>	<b>3,675</b>
<b>English</b>	<b>4</b>	<b>6</b>	<b>24</b>	<b>425</b>	<b>1,509</b>	<b>2,132</b>	<b>4,100</b>
<b>Total</b>	<b>14</b>	<b>21</b>	<b>48</b>	<b>855</b>	<b>2,980</b>	<b>3,857</b>	<b>7,775</b>

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6. Fourteen (14) new mentoring centers to implement the new curriculum were created.
  7. Two (2) mentoring center for each region were visited for mentor teacher and administrative personnel follow-up for a total of 6 visits.

**Promoting program accountability through a management information system that is reliable and validates program outcomes.**

**Development and upgrade the information system of the Adult Education Program**

The upgrade of the student information system is 100% completed and is now in a validation process.

**Development and deployment of a comprehensive monitoring plan**

The Monitoring Plan Manual was developed and deployed. One hundred percent (85%) of the records were examined and are in compliance. One hundred percent (85%) of the Centers were submitted to the field validation process of the School Organization (including service providers, counselors, and administrative personnel).

All program administrative documentation was revised and updated.

**Promoting the professional development of the personnel in the Adult Education Programs.**

During this year several activities were organized to provide professional development to the Adult Education Programs personnel focused in rules and regulations related to academic, administrative and fiscal areas. This included administrative personnel, counselors and teachers. The following activities were offered to a total of 1,731 participants:

- Three (3) training to 531 teachers about the new curriculum.
- Sixteen (16) trainings about the new “Carta Circular 3-2012-2013”.
- Four (4) training for 1,200 teachers about the Conceptual Framework, Standards and Indicators of the Adult Education Program.
- Two (2) trainings about Best Plus standardized tests.
- First International Andragogy Meeting for 224 participants.
- The Andragogy Special Project was started to certify 140 participants.
- Six (6) trainings about the Academic Performance Report (NRS) to Administrative Auxiliary personnel.
- Twenty Four (24) trainings about the Monthly Planning and Report System for 1,216 participants.

**Evaluation of the effectiveness of the adult education and literacy activities based on the core indicators of performance.**

Based on this year's results as shown in the tables below in all levels except two the Adult Education Program has exceeded the negotiated performance measures Our population remains with the same profile as in years before. However there is a sustained percentage increment [this year is 71%,in year 2010 was 41% and in 2011 was 46% ]in participants that are outside the labor market. This means that this individuals will not seek a job. The average participant is male between the ages of 16 and 24 years, is living in a rural area, is unemployed and/or earning a low wage and is dependent on some kind of public assistance program (see Table 4).

**Summary of effectiveness**

**Table 2: Literacy Skills Level Outcomes**

2012-2013						
Literacy skill levels	Participants		Performance Percentage Negotiated	Number that Completed level	Diference	Performance Indicator
	M	F				
<b>Basic Education</b>						
Beginning Literacy ABE (0-1.9)	164	96	25%	29%	4%	Above Level
Beginning Basic Education ABE (2-3.9)	180	74	44%	38%	-6%	Under Level
Low Intermediate ABE (4-5.9)	242	88	31%	34%	3%	Above Level
High Intermediate ABE (6-8.9)	1298	707	35%	39%	4%	Above Level
<b>TOTALS</b>	1884	965				
<b>Secondary Education</b>						
Low Adult Secondary Education (9-10.9)	3234	2162	32%	35%	3%	Above Level
High Adult Secondary Education (11-12)	3677	3005	26%	30%	4%	Above Level
<b>TOTALS</b>	6911	5167				
<b>ESL</b>						
Beginning Literacy ESL	126	236	24%	27%	3%	Above Level
Low beginning ESL	83	124	49%	51%	2%	Above Level
Low Intermediate ESL	35	95	37%	42%	5%	Above Level
High beginning ESL	34	62	45%	43%	-2%	Under Level
High Intermediate ESL	37	84	45%	44%	-1%	Under Level
Low Advanced ESL	171	267	25%	27%	2%	Above Level
<b>TOTALS</b>	486	868				

## Employment

Table 3: Employment Level Outcomes

2012-2013					
Performance Measures*	Number of Participants Achieving Outcome	Performance Percentage Negotiated	Percentage that Completed Level	DIFERENCE	PERFORMANCE STATUS
Entered employment	75	45%	40%	-5%	Under Level
Retained employment	81	45%	46%	1%	Above Level
Earned a GED or earned a high school diploma	481	70%	71%	1%	Above Level
Entered post secondary education or training.	162	60%	63%	3%	Above Level

## Population Profile

Table 4: Population Distribution

2012-2013							
			AGES	Male	%	Female	%
Handicapped	254	2%	<b>16-18</b>	4648	29%	3261	20%
Employed	4000	25%	<b>19-24</b>	2020	12%	1315	8%
Unemployed	796	5%	<b>25-44</b>	2065	13%	1721	11%
Outside Labor Market	11485	71%	<b>45-59</b>	440	3%	512	3%
In Public Assistance	6524	40%	<b>60 or more</b>	108	1%	191	1%
Rural Area	5301	33%					
Low wages	15485	95%					
Displaced Home Worker	671	4%					
Single Parents	12281	75%					
Displaced Workers	60	0%					
Learning Disabilities	676	4%					

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**Integration of activities sponsored under Title II with other adult education, career development, and employment and training activities. Include a description of how the eligible agency is being represented on the Local Workforce Investment Boards, adult education's involvement on the State Workforce Investment Board, the provision of core and other services through the one-stop system and an estimate of the Title II funds being used to support activities and services through the one-stop delivery system.**

The Adult Education Program is represented in the State Workforce Investment Board by Dr. Helen Sosa Staples which is the Puerto Rico Education Department Secretary representative.

During this year three meetings with the WIA Board and two meetings with the local Board were held to discuss services and requests implementations. Written communications were sent to all Local Boards to establish priorities and services coordination. Four dissemination activities were programmed and implemented to offer services to different communities and municipalities.

**Describe successful activities and services supported with EL/Civics funds, including the number of programs receiving EL/Civics grants and an estimate of the number of adult learners served.**

This year with the funds that support EL/Civics programs a total of 162 participants (63 male and 99 female) were served. All participants were Hispanic with the majority (48%) in the 24-44 years age group, 78% were employed and 22% unemployed when they started the program. All participants were in level 6 and 85% completed the level.