

Consortium Annual Plan

This Annual Plan Form has been partially auto-filled for your Consortium based on your AEBG Consortium Fiscal Administration Declaration (CFAD). **Some text is locked** (). Should you need to make changes to these sections, please contact the AEBG Office. Submissions are due by **August 15, 2016**.

Please Note: Please use bullet-point lists where appropriate for clarity and concision and spell out acronyms that may not be readily understood by most readers.

Section 1: Consortium Administration

Consortium Grant Number	Consortium Name
15-328-21	25 Lassen

Primary Contact(s)

The table below lists the current Primary Contact(s) for your Consortium. Each may identify up to **two**. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. All changes are saved automatically.

Name	Title	Phone	Email
Hall, Marlon R.	Superintendent/President of Lassen Community College	(530) 251-8820	mhall@lassencollege.edu
Broglio, Paige	Coordinator of Special Grant Programs	(530) 251-8997	pbroglio@lassencollege.edu

Funding Channel

The consortium has designated a fiscal agent

Fiscal Contact

The table below lists the current Fiscal Contact for your Consortium. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. All changes are saved automatically. To add or remove a Member Representative, click **Add / Remove Member Representatives**.

Name	Title	Phone	Email
Clausen, Dave	VP of Administrative Services	(530) 251-8826	dclausen@lassencollege.edu

Member Representation

The table below lists the current Membership for your Consortium. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. To **add** or **remove** a Member Representative, click **Add / Remove Member Representatives**.

Name	Member Agency	Phone	Email	Approved
Hall, Marlon	Lassen Community College District	(530) 251-8820	mhall@lassencollege.edu	02/07/2014
Daniels, Terri	Shaffer Elementary School District	(530) 254-6577	tdaniels@shafferesd.org	10/20/2015
Pettengill, Pam	Westwood Unified School District	(530) 256-3111	ppettengill@westwoodusd.org	09/16/2015
O'Malley, Tom	Modoc Joint Unified School District	(530) 233-7201	tomalley@modoc.k12.ca.us	10/20/2015
Martin, Mike	Modoc County Office of Education	(530) 233-7101	mmartin@modoccoe.org	09/08/2015
Anderson, Janelle	Surprise Valley Joint Unified School District	(530) 279-6141	janderson@svusd.org	09/16/2015
Silva, Paula	Big Valley Joint Unified School District	(530) 294-5266	psilva@bigvalleyschool.org	09/08/2015
Condon, Pat	Fort Sage Unified School District	(530) 827-2129	pcondon@fortsage.org	09/08/2015
Gunderson, Patricia	Lassen County Office of Education	(530) 257-2196	pgunderson@lcoe.org	10/14/2015
McCabe, Bill	Lassen Union High School District	(530) 257-5134	bill.mccabe@lassenhigh.org	11/10/2015
Broglio, Paige	Lassen Community College District	(530) 251-8997	pbroglio@lassencollege.edu	06/10/2014
Sherman, Kathi	Long Valley Charter School	(530) 257-7300	ksherman@longvalleycs.org	11/13/2015

Governance Plan

Your Governance Plan defines the policies and procedures that guide decision-making and operations for your Consortium. Your Consortium's current Governance Plan may be found below.

Has your Consortium changed how it manages operations since submitting the plan above? (Select Yes or No)

- Yes
 No

If you have changes to your Governance Plan Template, please complete a new Governance Plan Template and upload it below for submission with your Annual Plan.

 [Download Governance Plan Template](#)

Organizational Chart

In your 2016 – 17 CFAD, you were asked to submit an Organizational Chart. Your Consortium's current Organizational Chart may be found below.

Lassen County AB86 Consortium

Chairperson Dr. Marlon Hall Superintendent/President Lassen Community College	Co-Chairperson Patricia Gunderson Superintendent of Lassen County Office of Education	Secretary Fran Oberg Executive Assistant Lassen Community College
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Executive Members Lassen Community College Lassen High School District Big Valley School District Modoc High School District Surprise Valley District Shaffer School District Westwood School District Fort Sage School District Long Valley Charter School Modoc County Office of Ed. Lassen County Office of Ed	Partner Representatives Alliance for Workforce Dev.-WIOA Lassen Library District Lassen County Social Services Lassen County Sheriff's Dept. Lassen County Probation Dept. Susanville Indian Rancheria Banner Lassen Medical Center CA. Correctional Center High Desert State Prison Federal Correctional at Herlong Kirack Construction U.S. Forest Service Retired school officials	Fiscal Agent Lassen Community College District David Clausen, VP of Administrative Services
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Workgroups
All Members and Partners participate in consortium meeting workgroups that steer the consortium in the direction to meet the needs of community adult learners



Project Director, Coordinator of Special Grant Programs, Researcher, Specialists, for compliance and data reporting, communications to consortium, coordination
Dave Clausen, Paige Broglio, Brian Murphy, CCCCCO- AEBG Specialists

Do you have changes to your Organizational Chart? (Select Yes or No)

- Yes
- No

If there have been changes from what was submitted with your CFAD, please upload a new Organizational Chart below for submission with your Annual Plan. Organizational Charts must be in .jpg format.

[orgchartforlassenconsortium2016.docx](#)

Fiscal Management

In your CFAD you answered the following questions: 1) How will the consortium be fiscally managing your block grant in 2016 - 17? 2) How are you rolling up grant expenditures report to the State? Your response is included below for reference.

Distribution to consortium member school districts will be by approval of the consortium agreeing on the mini grant applications submitted by each member district to receive funding that aligns with the annual plan and meets the objectives and outcomes as stated by AEBG. The roll up of grant expenditures will be done by the Grant Coordinator obtaining data information and expenses from each member district to work with the college fiscal office in completing state reports. All compliance reports will be shared at the consortium meetings. Certification will be done by the college Fiscal Agent after review of such reports.

Does your Consortium have updates or changes to its approach to Fiscal Management to report? If so, click Yes and enter them in the textbox below. Otherwise, click No.

- Yes
- No

None

Consortium Allocation Schedule

In your CFAD, you submitted your Allocation Schedule for 2016-17. **This item is locked.** It is included here for reference only.

Member Name	Total Allocation
Shaffer Elementary School District	\$0
Long Valley Charter School	\$82,071
Modoc Joint Unified School District	\$0
Surprise Valley Joint Unified School District	\$0
Modoc County Office of Education	\$90,000
Fort Sage Unified School District	\$15,000
Westwood Unified School District	\$12,000
Lassen Union High School District	\$24,941
Big Valley Joint Unified School District	\$7,500
Lassen County Office of Education	\$0
Lassen Community College District	\$661,346
Total	\$892,858

Section 2: Plan Summary for Program Year 2016-17

The AEBG effort focuses on the purpose described in AB86: "... to rethink and redesign an educational system that creates seamless transitions for students across adult schools and community colleges to accelerate academic and career success in order to earn a living wage." Your AB104 Adult Education Block Grant Three-Year Plan Update summarizes what your Consortium's vision and goals are for your regional Adult Education system. The Annual Plans focus on what will be done to make progress toward that vision each year.

Executive Summary

Please provide an Executive Summary of your Consortium's implementation plan for the 2016 – 17 Program Year. In your summary, please be sure to provide a clear and concise description of your Consortium's vision, accomplishments made during the prior Program Year, and its primary goals for the the upcoming Program Year.

The vision of the Lassen County AB86 Consortium agreed upon in 2014 is:

"Providing preparation and skills needed for employment, career advancement, continuing education, and personal growth for our local residents."

When the initial data was gathered for the AB86 reports it showed the staggering rise in local youth without a diploma (or equivalency), and lack of employment skills to meet the demands of local employers.

Services for adult learners are now being aligned between eleven school districts, local agencies and workforce with AEBG funds. The consortium meetings will continue to be a forum for planning with local support agencies, educators and staff to meet the needs for adult education in our service region. The partnership between the Alliance for Workforce Development (WIOA) agency, Health and Human Services agencies, county agencies, the school districts and community college will assist in the referral system for the adult learner's placements and connections.

The accomplishments during the 2015-16 year include:

Allocations to six of the consortium school districts that applied for funding to support adult education programs. A Literacy program is being developed between the college and local library to be offered at both locations. A Parenting Life Skills program with the college Kinship department offered workshops last spring, doing outreach in the community. Westwood High School offered an adult CTE AG Welding class at night, with certificate for employment. Modoc High School offers a diploma completion program and Modoc County Office of Education teamed up with their local Teach agency to begin GED prep classes and GED testing. Long Valley Charter School worked in the late spring and summer for diploma completion classes. The Steps to Success program at Lassen College revised curriculum for basic skills and received all approvals through the curriculum process. A new program recently approved at Lassen College is the Certificate of Completion in Pathway Entry, and the next step is the Certificate of Accomplishment in Pathway to Employment Success. Both offer basic skills, soft skills, and employment preparation. Lassen College received approval from CDE to become a HiSet test center, and a classroom was prepared and curriculum readied with the Steps to Success Program. The county jail is now working with the Steps to Success program to expand the education offerings inside the jail for diploma equivalency and soft skills. Lassen High School's Diploma Gold program funded with MOE is being revised and expanded to offer adult community classes and more hours for instructors with diploma completion classes.

To align all of these educational services is a collaborative effort between the consortium, college, school districts, local agencies and workforce. In our rural counties of Lassen and Modoc the need to expand these programs and service more diverse adult learners of all types continues to be the consortium focus.

Stakeholder Engagement

In the table below, please list your Consortium's Partner Agencies. These may include, but are not limited to, state, county workforce and / or educational agencies, community based organizations, corrections, advocacy and / or special interest groups, proprietary schools, charter schools, among others. Values may be entered directly into the table below. All changes are saved automatically.

Partner Name	Partner Type	Core Services
Alliance for Workforce Development	WIOA	Career network/Employment Assistance
Banner Lassen Medical Center	Hospital District	Employment
CA. Correctional Center	State	Inmate Education
Federal Correctional Institute at Herlong	Federal	Inmate Education
High Desert State Prison	State	Inmate Education
Kirack Construction, Inc.	Business	Employment
Lassen County Health & Social Services	County	All County Services
Lassen County Probation	County	Probation
Lassen County Sheriff's Dept.	County	Incarcerated at jail
Lassen Library District	District	Lassen Literacy Program
Susanville Indian Rancheria	Tribal	Education Center/Employment
U.S.Forest Service-Susanville	Federal	Employment

Briefly describe a promising practice that has emerged as a result of your collaboration with one or more of the partners identified above.

The Lassen College Library teamed with the Lassen Library District to bring an adult literacy program to Lassen County. Their goals include hiring a Literacy Project Coordinator with support staff and bilingual individuals who would help implement this project. By offering hours at both locations, the college library and the downtown library, and with an extensive outreach program and marketing, county residents will know that an Adult Literacy Project is available to all free of charge. Instructional activities will include evaluating reading achievements, assessment of current reading skill levels, and use of technology for teaching reading and phonics. Each participant will have the opportunity to achieve their personal potential, and increase their opportunity to have meaningful employment.

Levels and Types of Services

Please provide a description of your Consortium's success expanding levels and types of programs within your region, as well as key challenges faced and / or overcome during the 2015 – 16 Program Year.

To meet the needs of high school diploma completion or equivalency several types of programs are now being implemented across both Lassen and Modoc counties. Basic Skills classes and HiSet preparation are being offered by the Lassen College Steps to Success program, a California High School Diploma is being offered by an independent study program at Long Valley Charter School, a Lassen High School diploma is being offered by their Diploma Gold program, and GED preparation and high school diploma completion is being offered in Modoc County.

Our consortium partnerships bring a broader perspective on regional training needs and link adult learners in need of services. These partnership efforts have allowed members to work together successfully on the AB86 Adult Education Planning Grant and continue with AEBG consortium meetings. Several strategies for workgroups have been introduced at consortium meetings and this has improved the dialogue and information sharing between school members and local partner agencies. Continued discussions and workgroup sessions will determine the best practices to meet the needs for implementing successful adult education programs in our region.

The most difficult aspect of the implementation stage will be connecting with future participants. With a larger population of probationers and unemployed or at-risk youth, that have little connections with the schools or college, support is needed to reach out and encourage participation. Hiring enough mentors or counselors is also a challenge as there is a limited supply of qualified applicants in our rural area. Marketing and outreach will play a key role in reaching out to let adult learners know of the educational programs and services available to them. Leveraging the combined resources of the consortium members and partners to increase communication and obtain referrals that connect adult learners with services will improve student transitions.

A challenge will be expanding our programs across the large geographic area of two counties and over seven thousand square miles. The service area population has a high need for adult education opportunities to improve literacy skills, diploma completion (equivalency), English language development, and career readiness. The school districts now serve as a liaison to adults in these areas for adult education services, and will continue to provide personal growth for local residents with adult education classes

Regional Needs

Please provide a description of your Consortium's success providing training and educational services to address the needs of adult learners within your region. Please also identify key challenges faced and / or overcome during the 2015 – 16 Program Year. Please also include descriptions of changes in the needs of your region, as appropriate.

Soft Skills Development workshops with communication and interpersonal skills for the adult learner that needs workforce preparation are successful. The Lassen College Steps to Success Program has built in soft skills with the 21st Century training and this will be offered to adult learners with classes and workshops. These workshops benefit adult learners that have not yet been in the education environment and have little knowledge of what actions are required of them. Offering soft skills training at more locations and available to our diverse population provides greater opportunities for student success.

Hard Skills Development used in short-term CTE classes at high school or college for hands on training is very successful. The skills learned often allow the student to obtain employment with a certificate of course completion. These classes are offered at the high school or college and the college is working to add more short-term CTE classes to meet the needs of local employers in the medical field, automotive, and for office employees. The community asks for CTE skill classes for employment and the consortium is working to fund the programs presented and encourage high schools to offer CTE certificate programs for adults in the evenings.

The challenge to strengthen programs for adult education in our service region is finding enough qualified applicants to be instructors, coordinators, counselors, and mentors. With a limited applicant pool of educated personnel it is difficult to fill positions that are needed for our program professionals. Marketing and communication are essential in hiring qualified applicants for our programs.

A challenge was the delay in funding to begin program implementation in 2015. Due to the limited time frame and school member resources, programs could not be adequately staffed to begin. Allowing carryover with member allocations will enable programs to begin again this month without delays. Staff is already committing to expanding existing programs that would enable more adult learners to participate.

Section 3: Consortium Expenditures by Program Area and Objective

Reflecting on what you submitted in your 2015 – 16 Annual Plan, as well as your 2015 – 16 expenditures by Program Area and Objective, estimate the funding that will go to support these efforts in the 2016 – 17 Program Year. Data collected include 2015 – 16 MOE and Consortium Allocations (Budgeted and Spent) by Program Area, Objective, and Object Code, as well as Planned Expenditures by funding source for the 2016 – 17 Program Year, as shown in the tables below.

Program Areas	2015 - 16 Expenditures							+/-	2016 - 17 Planned Expenditures							
	Budgeted			Spent			Total		AEBG	WIOA	Adult Perkins	CaWorks	LCFF	CCD Apportionment	Incarcerated Adults	Total
	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total										
3.1a Adult education (ABE, ASE, Basic Skills)	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1b English as a second language	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1c Pre-apprenticeship training	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1d Career and technical training	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1e Adults training to support child school success	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1f Older adults in the workforce	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1g Services to adults with disabilities	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Objectives	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total	+/-	AEBG	WIOA	Adult Perkins	CaWorks	LCFF	CCD Apportionment	Incarcerated Adults	Total	
5.1a Obj. 3: Seamless Transition	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5.1b Obj. 4: Gaps in Services	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5.1c Obj. 5: Accelerated Learning	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5.1d Obj. 6: Professional Development	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5.1e Obj. 7: Leveraging Structures	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Object Code	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total	+/-									
1000 Instructional Salaries	\$0	\$0	\$0	\$0	\$0	\$0	-									
2000 Noninstructional Salaries	\$0	\$0	\$0	\$0	\$0	\$0	-									
3000 Employee Benefits	\$0	\$0	\$0	\$0	\$0	\$0	-									
4000 Supplies and Materials	\$0	\$0	\$0	\$0	\$0	\$0	-									
5000 Other Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	-									
6000 Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	-									
7000 Other Outgo	\$0	\$0	\$0	\$0	\$0	\$0	-									
Indirect / Administration	\$0	\$0	\$0	\$0	\$0	\$0	-									
Total	\$0	\$0	\$0	\$0	\$0	\$0	-									

Key
 ▼ = Under
 ▲ = Over

Expenditures data must be submitted for each participating Member agency as a single a comma-separated values (.csv) file for each Consortium. To help ensure the consistency and accuracy of data collected, as well as minimize the administrative burden on Consortium Members, the AEBG Office has developed tools to support collection and reporting of Consortium expenditures data. These include a Member Expenditures Form that Consortia may use to collect data from Member agencies, and a Consortium Expenditures Workbook with built-in automations to import and export Member / Consortium data with the click of a button. Instructions for use of these tools, as well as a sample workflow document and export file may be found in Consortium Expenditures Workbook.

While it is not required that Consortia use these tools, expenditures data must be submitted in the format produced by the Consortium Expenditures Workbook. Consortia using other tools to produce this report are strongly encouraged to reach out to the AEBG Office to ensure their files meet the specifications of the AEBG Office prior to submission. Once you have prepared your Consortium Expenditures file, upload it here for submission with your 2016 – 17 Annual Plan.

[allschoolslassenconsortiumexpenditures.xlsm](#)

Section 4: Consortium Action Plan Review and Update

Regional Assessment Plan Updates

Provide a description of your AEBG Regional Assessment Plan, i.e., how students will be appraised, placed, assessed, etc. into the regional adult system as they progress, and as they move among the various schools.

The Lassen County AB86 Consortium's regional plan mentioned a cooperative program with planning between high school and college, partner agencies and workforce. Using counselors and support staff, mentors and tutors to assist the adult learners with educational plans and workforce entry. Each learner will complete intake, assessment pre and post, and career counseling for placements in courses or employment. An adult education counselor or instructor will assist students with planning and transition. Using system alignment and articulated pathways the adult learners will be navigated along the paths available to them from education to workforce. A plan to share data for ease of student enrollment between schools and agencies is being developed. The adult learner will then be able to transition between schools, agencies, and workforce easily, without the frustrations of repetitive data input. Students enrolled in AEBG programs will have a data record of their educational and career goal, course completions, certificates, and achievements that will be available for workforce entry. All measurable outcomes from student intake to progress completion will be tracked and reported for performance measures.

What tools and vendors will you be using for these activities? Responses may be entered directly into the table below. All changes are saved automatically.

Name	Vendor	Core Services
Accuplacer	College Board	Assessment
Aeries		Data Collection
Excel	Microsoft	Data Collection
HiSet	HiSet	Assessment
Report Server/Institutional Research	Microsoft	Data Collection
TABE	TABE	Assessment
WAIS IV/WJ IV	CCCCO	Assessment for Disabled

Student Data Tracking

Describe how you will track student enrollment, demographics, and performance. What system(s) will you be using? How will you collect the data from the student / classroom level? How will this system enable you to meet the targeted program outcomes?

The Lassen Consortium's plan to track student enrollment, demographics and performance is being coordinated with each instructor. We have created a common enrollment form for all students in an adult education program to complete that addresses the AEBG required student data intake. We will be discussing new systems for our own local data, and ways to participate in AEBG statewide efforts with Launchboard. Utilizing the AEBG data grant we plan to hire a data researcher as our data expert for tracking of student participation and performance. Before purchasing another data collection program we are waiting upon the guidance from CDE/CCCCO/AEBG's about their preferred choices for data programs. Currently information at the college is available in Datatel and Report Server.

List the systems used for student data tracking. Responses may be entered directly into the table below. All changes are saved automatically.

Name	Vendor	Core Services
Aeries	Eagle Software	Data Collection
Datatel		Data Collection
Report Server		Data Tracking

2015 – 16 Annual Plan Review and Update

Considering the activities proposed and / or implemented this year, please evaluate your Consortium’s effectiveness meeting the following student outcomes identified in AB104:

- (A) Improved literacy skills
- (B) Completion of high school diplomas or their recognized equivalents
- (C) Completion of postsecondary certificates, degrees, or training programs
- (D) Placement into jobs
- (E) Improved wages

In your responses, please include a description of your progress toward implementation of your 15 - 16 strategies. Please also be sure to highlight key successes, challenges, and any new strategies proposed as a result of lessons learned during the 15 – 16 program year.

Objective 3: Integration and Seamless Transition

Activities and plans to align regional academic and career pathways leading to employment and student transition into postsecondary education and / or the workforce.

To improve the literacy skills of adult learners a Literacy Program was funded to begin and is now expanding to add an ESL classes. Hiring a director has been a challenge yet interviews are set to begin soon and computer equipment for students has been purchased and ready for classes. Five school district members are offering diploma completion or equivalency programs and students are on track to graduate. A CTE AG Welding class offered a certificate of completion to students in spring of 2016. Data tracking for job placement and wages is yet to be completed.

Objective 3 Activities

Activities and plans to align regional academic and career pathways leading to employment and student transition into postsecondary education and / or the workforce.

Response: (200 words max.)

Activity	Outcomes Expected	Method of Assessing Impact
GED prep/testing	Increase adults passing GED test	Number of participants that attend GED prep classes and pass GED
HiSet prep/testing	Increase adults passing the HiSet test	Number of participants that attend prep classes and pass the HiSet test
CA. High School Diploma	Completing a CA. high school diploma	Number of participants that attend prep classes and receive diploma
Lassen High School Diploma	Completing a high school diploma	Number of enrolled that attend prep classes and receive a diploma
Big Valley High School Diploma	Completing a high school diploma	Number of enrolled that attend prep classes and receive a diploma

Objective 4: Gaps in Services

Activities and plans to address gaps in programs and services within your region.

Increasing the number and types of diploma completion programs across both Lassen and Modoc counties offer a variety of methods and locations for adults to attend classes. Staffing to increase hours would offer even more flexibility for parents and workers to attend. Increasing the hours of a Literacy program and adding ESL class will increase adult’s opportunity for employment. Increasing short-term CTE offerings for skill training will also increase adult’s employment opportunities. Adding Life Skills workshops will assist adults with life skills needed.

Objective 4 Activities

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
GED prep and testing	Increase of adults participating to pass the GED	Number of participants that pass the GED test
HiSet prep and testing	Increase adults passing the HiSet test	Number of participants that pass the test and enroll for test prep
CA. High School Diploma	Completing a CA. diploma	Number of participants that prepare to complete and receive a diploma
Lassen High Diploma	Completing a high school diploma at Diploma Gold adult school	Number of enrolled students that attend prep classes and receive diploma
High School Diploma	Completing a high school diploma	Number enrolled to attend prep and receive diploma
Literacy Program	Increase adults attending the literacy program	Number of adults served and assessed for literacy progress
CTE short term classes	Increase adults CTE skills for employment	Certificate of course completion, job placement
Life Skills and Parenting Skills	Increase adult awareness of everyday life with skills/training	Workshop completion, assessment on skills, certificates of completion
Diploma Equivalency/Soft Skills Workshops	Partnering with the Lassen County Jail, the college will provide incarcerated adults with a diploma program and soft skills workshops	Number of participants that attend and complete diploma prep and workshops for soft skills
CTE short term classes	Increase adults CTE skills	Certificate of course completion

Objective 5: Acceleration

Activities and plans to accelerate student progress toward academic and/or career goals.

The Lassen Consortium is implementing the Steps to Success program with Lassen College and courses/workshops are set to begin in fall 2016. Included in the program is curriculum for a High School Equivalency (10 weeks), Pathway Entry Certificate (10 weeks) and a Pathway to Employment (8 weeks). Enrollment in the Literacy program and adding ESL class will increase adult's opportunity for literacy advancement. Lassen College is looking for short-term CTE certificate programs for skills that local employers are asking for. These classes could be taught at the college or high school level for adults.

Objective 5 Activities

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
Steps to Success	Adults learners enrolled in non-credit courses for pathways to diploma and career	Data collected for learners and course completions
Literacy Program	Teamed with Lassen Library District, the college and library will assist adults to obtain literacy progress and and ELL course for bilingual.	Literacy Pro for assessment of literacy learners. ESL instructor will assess learners.
CTE short-term classes	All high school members will be asked to follow the Westwood school model from spring 2016 of a short-term CTE class offered for adults with employment skills.	Number of certificates of completion

Objective 6: Shared Professional Development

Activities and plans to implement collaborative professional development strategies designed to foster program alignment and support ongoing assessment and improvement of student outcomes.

In the Lassen Consortium the monthly meetings are a forum for communication and sharing of information among professionals. In the regional plan we mentioned training for faculty and support staff to come together. Using release time for a work group of faculty and support staff to maximize the role of the college and high school adult schools to strengthen the programs for adult learners.

Data collection will be discussed to align the best practices for student data collection areas required by AEBG. A workgroup or workshops will need to be offered in the future so all faculty and support staff is trained on AEBG data collection.

AEBG Annual Summit will be attended in November by members chosen by the consortium. Professional development activities for AEBG members and partners will be made available for updated training that coordinates with their program areas.

Objective 6 Activities

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
Lassen Consortium Meetings	All Lassen Consortium members and partners attending the monthly meetings for funding approvals	Discussion, feedback, and input for consortium programming
Faculty and staff work groups and workshops	All Consortium faculty and partners and support staff that are able to attend for program compliance	Discussion, input, and feedback for programming success
Data Collection workshop	All Consortium members and partners involved in programs for data compliance training	Participants will understand data reporting and data usage for AEBG compliance
AEBG Summit	Consortium school members chosen by the consortium to attend the Summit in Sacramento for AEBG	Program structure and participant feedback

Objective 7: Leveraging Resources

Activities and plans to leverage resources to create or expand programs and services to adult learners in your region. Resources may include contributions from, or collaborations with, local Workforce Investment Boards (WIBs), industry employer groups, chambers of commerce, county libraries, etc.

The consortium continues to work together and collaborate with local agencies to leverage available resources within our region. Together the local high schools and college will plan to provide educational and support services for adult learners and work with our partner agencies. Regional business partners will be engaged in developing the plan tailored to meet the needs for local employment with the educational agencies. Key partners in the Lassen Consortium are the Alliance for Workforce Development, Lassen Library District, Lassen County Health and Social Services, Lassen County Probation and Lassen County Jail Facility. Leveraging the existing relationships with our service providers will improve the opportunities for adult learners.

Objective 7 Activities

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Partners	Partner Contributions	Outcomes Expected	Method of Assessing Impact
Employment Assistance	Alliance for Workforce Dev	Employment Assistance	Employment Training and readiness to apply	Obtains employment
Literacy Program	Lassen Library District	Literacy Director works with Lassen Library and Lassen College to establish program at two locations	Adults obtain literacy courses and ELL course	Literacy Pro assessment of literacy progress Instructor does assessment of ELL learners.
Health and Social Services	Lassen County Health and Social Services	The Lassen County Health and Social Services has many branches that assist people to reach goals and achieve personal success with essential living needs	Adults obtain services needed for everyday living and enroll in transition services	Data Collection, adult enrollments, transitions to other programs
Life Skills Workshops for Probationers	Day Reporting Center-Probation Dept.	The Day Reporting Center for probationers will offer Life Skills workshops taught by local professionals	Increase adults skills for life, parenting, and workforce	Evaluation of workshops participants and certificates of completion
Adult Education in County Jail	Lassen County jail Facility	Use of the classroom inside the county jail for adult education classes.	Incarcerated complete a diploma, learn soft skills, life and parenting skill workshops.	Evaluation of workshop participant and certificates of completion. Diploma completion.

Section 5: Annual Plan Submission

As a condition of receiving AEBG funds, each Consortium must confirm they have read, understand, and agree to adhere to the measures put forth in the 2016 – 17 AEBG Program Assurances Document.

Certification (Required)

- I hereby certify that the Consortium operates in a manner consistent with all legislative mandates, Consortium, and Member requirements as set forth in the by the AEBG Office and the AEBG 2016 – 17 Program Assurances Document.
- I hereby certify a) the information contained in this report is true and accurate to the best of my knowledge, b) that this Annual Plan has been approved following established Consortium governance

policies, and c) that I am an official representative of the Consortium authorized to submit this Annual Plan on its behalf.

Signature

A handwritten signature in black ink. The first part is a stylized initial 'P' inside a square box. To the right of the box, the name 'Broglia' is written in a cursive script.

Click here to confirm that you are ready to submit your Annual Plan.