

Membership Check-In

Wednesday, April 15, 2020
9:00am-10:00am



Presented By:

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Patrick Brown, Communications and Outreach, MACAE

Today's Format and Mindset

We hope this will be an informative webinar!

Please submit any questions you have in the chat box.

Flexibility and an open mind will be helpful as we all work together to develop best practices

MACAE Updates

Dedicated a section
of our website to
resources:
www.macaе.org

- On the homepage click on the 'MACAE Response to Coronavirus' or visit our 'Around MACAE' Tab

Expanded
Professional
Development
Opportunities:
www.macaе.org
(SCECHS available)

- All professional development are \$25 for Members; \$50 for Non Members
- Committee Meetings on April 17 and May 8

Continue to work on
your behalf

- To develop and share resources
- Make recommendations to the State Adult Education Office

New Updates:

Michigan Department of Education and Office of the Governor:
(www.Michigan.gov/coronavirus)

Office of the Governor FAQ Regarding Face to Face Instruction for the rest of the 2019-2020 Program Year:

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-525503--,00.html

Office of the Governor Extending “Safe Home, Stay Safe” through April 30, 3030

https://content.govdelivery.com/attachments/MIEOG/2020/04/09/file_attachments/1423850/EO%202020-42.pdf

MDE Educator’s Guide to meeting the Emotional and Social Needs of Students:

https://www.michigan.gov/documents/mde/COVID-19_EDUCATORS_GUIDE_686373_7.pdf

Multilingual Coronavirus Fact Sheets

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98541---,00.html

New Updates:

Michigan Department of Labor and Economic Opportunity

Unemployment Insurance Agency
Expanding Hours and Staffing:
<https://www.michigan.gov/leo/0,5863,7-336-76741-524762--,00.html>

Secretary of State has waived expirations
of driver's licenses and vehicle
registrations set to expire (through June
30)

Financial Deadlines (for Section 107 and WIOA)

Section 107, 2019-2020 Amendments

- Now Due April 17, 2020 to the State
- Communicate with your Regional Fiscal Agent

WIOA Title II, 2019-2020 Final Amendments (All budgets)

- Now due May 15, 2020

WIOA Title II AEFLA Application, 2020-2024 RFP

- Now due April 28, 2020
- Final approval and amounts anticipated early-mid June

Pressing Questions: Funding and Guidance

- ▶ The Federal Office of Career and Technical Adult Education (March 27) released preliminary guidance on some of these issues: [Click here](#)
- ▶ Broadly, this guidance was a broad overview and left determinations to each state on specific policies
- ▶ Broadly, Each state is responsible for examining practices and policies (changes, continuations, adjustments, etc.) that may need to be made in administering adult education programming through the end of the program year (through guidance and policies)
- ▶ The Michigan State Adult Education Office is working to release an updated FAQ on their website. [Click here](#)
- ▶ Funding: Priority Expenditure of Federal Funds (WIOA) before Section 107 funds (unless directed individually by the State Adult Education Office)
- ▶ Funding: Programs will be required to note adjustments over 10% line item variances in MEGS+ and complete a four question survey from LEO (General changes in programming, delivery of services, changes in intake and reasons for budget modifications/changes)
- ▶ Funding: General awareness that there may be significant changes in professional development and technology/distance learning resources



[Click here to access Michigan Adult Education Office Policies](#)

Pressing Questions: Post Testing and Performance

- ▶ Post Testing: Each state is responsible for outlining any modifications or changes in assessment policies
- ▶ Post Testing: Examining feasibility of post testing participants after “Stay Home, Stay Safe” Order lifts, will most likely will be a local decision (school district guidance or nonprofit decision)
- ▶ Post Testing: Major vendors (CASAS, TABE, GED Testing Services) are working to develop virtual proctoring (TABE- end of April; others mid May)
- ▶ Performance and Follow Up: Programs are encouraged to upload MAERS data as best they are able with information available
- ▶ Performance: No sanctions for 2019-2020 data for the immediate future
 - ▶ Section 107 regional amounts are anticipated to remain the same
 - ▶ Regions with a high allocation distribution percentage to performance may need to reevaluate at the regional level any impacts
 - ▶ Negotiated performance rates for WIOA are not including 2019-2020 data



[Click here to access Michigan Adult Education Office Policies](#)

Administrative Recommendations:

Finalize a written plan for Continuity of Learning and Operations during this time
Template on our website

Communicate expectations with staff during this time (daily, weekly check ins, calls with participants, etc.)

Form a shared staff calendar, shared Google or Microsoft documents, weekly staff zoom meetings or conference call

Conduct 1-on-1 communications with each staff member to review protocols and check in

Realign funding and resources (professional development for staff, new technology or distance learning tools) and potential program growth

Brainstorm strategic planning programming goals for the future

Consider potential plans for re-opening in-person programming in compliance to healthy and safety protocols

Monitor the self care of your staff

Keep regular work hours and observe breaks and weekends

Best Practices for Staffing and Programming Responsibilities:

Staff should be documenting their work and contact with students
(Template on MACAE Website)

Curriculum resources or researching different products (vendors
are offering new products)

Creating lead instructors or staff member teams to problem solve

Create a list of participant needs and communication

Consider how a program could improve the intake process or
onboarding for new staff and participants

Additional staff responsibilities may be required than what our
staff are used to:

- Learning how to use virtual technology
- Following up with students in class or throughout the program
- Structured weekly meeting times with students similar to regular class (phone or virtual)

Advocacy for Adult Education

- We must continue to advocate the importance of the investment in adult education to enhance credentialing and workforce development
- MACAE recommends the continued funding of adult education in Michigan at \$30 million for Section 107 and \$13.1 million through WIOA Title II
- MACAE is launching our *Advocacy for Adult Education in Michigan* Initiative tomorrow, April 16, 2020
- Please take time to use the format to reach out to your local superintendent, school board, community non profit agencies, chief executive officers, community partners, workforce partners, local, state and federal policymakers
- A letter template and contact list will be emailed to you

Questions

- ▶ At this time if you have any final questions or comments, please write into the chat box.
- ▶ We may ask you to share additional details so please be prepared to unmute if need be.





Michigan Association
of Community and
Adult Education

MACAE Leadership and its Board of Directors are
committed to assisting you during this time.

www.macae.org

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