

# Spring 2018 AEBG Quarterly Report for Adult High School/GED Program

**Primary Contact Name:** Patricia Mautone

**Primary Contact Email:** [pmautone@pipeline.sbcc.edu](mailto:pmautone@pipeline.sbcc.edu)

**Primary Contact Phone:** 805-683-8224

**Program Name:** Adult High School/GED Program

**I. Summary of Activities** based on the objectives submitted from the Request for Proposal and Activity Chart. These should reflect the goals of AEBG including but not limited to integrative programming for noncredit pathway bridge courses and certificates, internship/placement programs, integrative learning strategies, progress of program working groups and task forces. List and describe their progress.

For the SBCC Adult High School/GED Program Areas, the primary objectives and achievements of the current reporting period were to:

- 1) **Enhance Adult High School/GED curriculum** by updating assignments and creating supplementary support material for some of our program's more challenging courses.
  - The goal is to improve curriculum and create effective scaffolding to aid students in developing the skills and conceptual knowledge that will not only allow them understand the course material at a more meaningful level, but will also encourage them to ultimately persist in completing the courses in a more timely manner and earn their AHS diploma or GED certificates.
  - During the current reporting periods, AHS/GED Instructors have developed supplemental worksheets, piloted new software lessons, and piloted small cohort groups for our economics, US government courses, and some of our science courses.
  - We have also explored alternate resources and best-practice teaching methods, (including meeting with faculty from other programs as well as communicating with developers of educational materials), so that we may better provide our students with pathways to post-secondary education opportunities.
  
- 2) **Research, Develop, and Begin Piloting AHS/GED Tracking Systems** so that we may better serve learners of all levels, ensure that all students have access to the information about opportunities available to them, and so that we may make informed decisions about how to improve our AHS and GED Programs.
  - The overall goal is to develop a more centralized tracking system that will allow us to compile useful data on student demographics, needs, progress, and achievements.
  - During the current reporting period, we have identified data needs, researched possible data tracking options, and developed prototypes for selected data tracking areas. We have coordinated with GED Testing Services to gain access to student data, we have developed a preliminary completion tracking system, and have gathered and begun to compile and coordinate attendance, persistence, and course completion data.

### 3) Provide Vital Support to Implementation of Enhanced AHS/GED Courses

- The goal is to ensure that students in our program have access to, receive needed assistance with, the enhanced materials that we are integrating into the curriculum, and that we are able to efficiently record and compile the data described in objective 2.
- During the current reporting period, we provided classroom tutors in our AHS and GED courses; these tutors provided needed support for instructors to implement the enhanced curriculum, and helped student interact with the materials when needed. They also assisted faculty in gathering and tracking essential student data.

### 4) Provide Support to Facilitate AEBG Activities

- The goal is to efficiently coordinate AEBG tasks and to effectively integrate enhancements into the AHS and GED classrooms, to communicate with faculty, and to track progress and impact of AEBG activities.
- During the current reporting period, we have maintained progress with the above goals.

## II. Data Reporting:

Current number of noncredit students served

Term	Number of Distinct Students who ATTENDED	Total Hours Attended
Spring 2017	425	10,057 hrs (over 16 wks)
Summer I 2017	235	3,475 hrs (over 6 wks)
Summer II 2017	205	3,084 hrs (over 6 wks)
Fall 2017	349	9,549 hrs (over 16 wks)
Spring 2018	380	10,665 hrs (over 16 wks)

*Note that most students enroll in multiple AHS or GED courses.*

## III. Budget Narrative

Budget Category	Awarded	Amount Spent and Earmarked*
<b>Budget code "1000" (Instructor Stipends)</b> Objective 1 Curriculum Dev (\$20,000) Objective 2: Data Tracking (\$16,000) Objective 4: Integration (\$6,000)	\$42,000	<ul style="list-style-type: none"> <li>▪ \$20,000 spent January-May 2018 (payment memo submitted 5/2018)</li> <li>▪ \$22,000 earmarked for June-Nov 2018 (Stipend memo submitted 5/2018; work assigned to be completed by Nov 2018)</li> </ul>
<b>Budget code "2000" (Classroom Tutors)</b> Objective 3: Classroom Support (\$34,000)	\$34,000	<ul style="list-style-type: none"> <li>▪ \$15,000 spent January-May 2018 (pmt will be processed June 2018)</li> <li>▪ \$19,000 earmarked for June-Sept 2018 (work will be completed by Oct 2018)</li> </ul>
<b>Budget code "4000" (Instructional Supplies)</b> Objective 1 Curriculum Dev (\$423)	\$423	<ul style="list-style-type: none"> <li>▪ \$423 will be spent June/July 2018 on instructional materials</li> </ul>

\* Due to departure of former NonCredit Coordinator, there was a lapse in submission of stipend and payment requests. All payment requests for work completed January – May 2018 (described in Section I) have now been submitted and are currently in process. All remaining funding has been earmarked for specific planned tasks to be completed June-November 2018.

#### **IV. Marketing Efforts**

During the reporting period, the program has initiated the following marketing efforts;

- Creation and dissemination of fliers about the Adult High School Program
- Creation and dissemination of fliers about the GED Program
- Listing of our GED Class locations on official GED.com website
- Meeting with other AEBG stakeholders (e.g., Public Library, employment services), as well as other SBCC Credit and NonCredit programs so they can make informed referrals to our program.
- Presentation at School of Extended Learning Ambassador Program meeting
- Presentation at SBCC Campus-Wide Board meeting
- Email campaign to current and recently lapsed AHS/GED Students
- Updates to SBCC AHS/GED Program Website
- Word-of-Mouth and Radio advertisements about our program
- Cover photo and article about our AHS/GED Program in SBCC School of Extended Learning Program Schedule
- Plans to email and/or send postcards to lapsed, current, and potential students regarding (AEBG-funded) enhancements the AHS and GED Programs, and improved completion rates.