

GOAL-SETTING POLICY
National Reporting System (NRS)
Florida Department of Education
Division of Career and Adult Education
2010

BACKGROUND

In response to a recent site visit from the United States Department of Education, Office of Vocational and Adult Education, Florida is expanding student goal reporting to include one default goal and the possibility of choosing multiple follow-up measures. These policies will also include recommended procedures to collect, document, and report these student choices for the National Reporting System (NRS). In addition, the state will be providing training through the Regional Training Councils, and sites will be monitored on the recommended procedures to record the default goals and follow-up measures.

POLICY

All programs shall record and report students' default goals which are determined by assessment results and program assignments. Default goals are either to (1) learn English or (2) increase basic literacy skills. During the intake process, the student and teacher or staff can determine the follow-up measures that would match the student's goals. It is also suggested that these goals be reviewed with the student, at least annually, and updated as necessary. Follow-up measures include (1) entered employment, (2) retained employment, (3) obtained a General Educational Development (GED) equivalency diploma or a secondary school diploma, and (4) entered postsecondary education or training.

DEFAULT GOALS

(1) Improve English Language Skills

Includes students in the Adult ESOL course and English Literacy for Career and Technical Education (ELCATE) classes.

(2) Improving Basic Literacy Skills

Includes students in Adult Basic Education (ABE), Adult High School (AHS) (excluding coenrolled), Pre-General Educational Development (Pre-GED), GED Preparatory, and Pre-Vocational Preparatory Instruction (Pre-VPI).

FOLLOW-UP MEASURES

(1) Follow-up Measure: Entered Employment

Definition: Student enters employment by the end of the first quarter after the program exit quarter. Employment is working in a paid, unsubsidized job, or working 15 hours or more per week in an unpaid job on a farm or in a business operated by a family member or the student. The exit quarter is the quarter when instruction ends and the student terminates or has not received instruction for 90 days, and is not scheduled to receive further instruction. A job obtained while the student is enrolled can be counted for entered employment and is reported if the student is still employed in the first quarter after exiting from the program.

Applicable Population: Students who are not employed at time of entry, but who have a goal of obtaining employment upon exiting during the program year.

Federal Reporting: States report the total number of students who enter employment, and the total number of students in the relevant population (i.e., number of students in the workforce who are unemployed at entry and have a goal of obtaining employment) and who exit during the program year. Entered employment rate is computed by dividing these numbers.

(2) Follow-up Measure: Retained Employment

Definition: Student remains employed in the third quarter after the exit quarter.

Applicable Population:

- Students who, at time of entry, are not employed but have a goal of obtaining employment.
- Students who enter employment by the first quarter after the exit quarter.
- Students who are employed at entry and have a goal of improved or retained employment.

Federal Reporting: The total number of students who retain employment is reported, and is used to compute a rate or percentage by dividing this total by the total relevant population (i.e., the number of students in the workforce who are unemployed at entry, have a goal of obtaining employment, and who enter employment; and students who are employed at entry with a goal of improving or retaining employment).

(3) Follow-up Measure: Obtained a GED or Secondary School Diploma

Obtained a GED

Definition: The student obtains certification of attaining passing scores on GED tests.

Applicable Population: All students with a goal of passing the GED tests in order to get a GED diploma, and who exit during the program year.

Federal Reporting: States report the total number of students who obtain a GED and the number of students with this goal who exit during the program year. To compute a rate or percentage of attainment, the number of students receiving a GED is divided by the total number of students who had a goal of secondary credential attainment, and who exit during the program year.

Obtained a Secondary School Diploma

Definition: The student obtains a diploma documenting satisfactory completion of secondary studies.

Applicable Population: All students with a goal of obtaining a secondary school diploma, and who exit during the program year.

Federal Reporting: States report the total number of students who obtain a secondary school diploma, and the number of students with this goal who exit during the program year. To compute a rate or percentage of attainment, the number of students receiving a secondary diploma is divided by the total number of students who had a goal of secondary credential attainment, and who exit during the program year.

(4) Follow-up Measure: Entered Postsecondary Education or Training

Definition: Student enrolls in a postsecondary educational or occupational skills training program that does not duplicate other services or training received, regardless of whether the prior services or training were completed.

Applicable Population: All students with a goal of placement in postsecondary education or training, and who exit during the program year.

Federal Reporting: The total number of students who enter postsecondary education or a training program, and the total number with this goal who exit during the program year are reported. To compute a rate of placement, the number of students enrolling in postsecondary education or training is divided by the total number of students with a goal of advancing to postsecondary education or training, and who exit during the program year.

DATA COLLECTION AND IMPLEMENTATION

Workforce Development Information System (WDIS) data element, Adult Student Goals (Data Element 101725) and Community Colleges (Data Elements 1044, 1045, and 1046) contain the codes needed to report student goals, including those related to the four follow-up measures. All of the data elements can be found by going to the following website and scrolling down to **Database**

Resources: <http://www.fldoehub.org/CCTCMIS/pages/nrs.aspx>

The data elements will be used to match follow-up data with the Florida Education Training and Placement Information Program (FETPIP) and will be compiled in the NRS Table 5.

Exhibit 2.4

Student Populations and Collection Times for Follow-up Measures

Follow-up Measures	Student Population To Include	Time Period To Collect Follow-up Measures
(1) Entered employment	Students unemployed at entry with employment goal and who exited	First quarter after exit quarter*
(2) Retained employment	Students unemployed at entry with employment goal and who exit and obtain a job during first quarter after exit; and students employed at entry with a goal of retained or improved employment and who exit	Third quarter after exit quarter
(3) Obtained GED or Secondary School Diploma	Students with a goal of obtaining a GED or secondary school diploma and who exit	Any time after exit to the end of the reporting period (December 31)
(4) Entered postsecondary education or training	Students with a goal of entering postsecondary education or other training and who exit	Any time after exit to the end of the reporting period (December 31)

* For all measures, exit quarter is the quarter when the student completes instruction, or has not received instruction for 90 days and has no instruction scheduled. A job obtained while the student is enrolled can be counted, but must be reported and measured during the first quarter after exiting the program if the student remains employed.

RESOURCES

United States Department of Education:

Office of Vocational and Adult Education, National Reporting System Implementation Guidelines at www.nrsweb.org .

Florida Department of Education:

Division of Career and Adult Education, at <http://www.fldoe.org/workforce/adulted/>

Division of Accountability and Research, Community College and Technical Centers MIS, NRS, at <http://www.fldoe.org/arm/cctcmis/pubs/nrs/nrs.asp>