

# FLORIDA DEPARTMENT OF EDUCATION



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January 15, 2010

## MEMORANDUM

**TO:** District Adult Education Directors  
District Reports Coordinators  
WEDDAC Representatives

**FROM:** Loretta Costin, Interim Chancellor, Division of Career and Adult Education  
Jeff Sellers, Acting Deputy Commissioner, Accountability, Research, and Measurement

**SUBJECT:** Adult General Education Literacy Test Data Collection

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In response to a finding from the monitoring visit by the federal Office of Vocational and Adult Education last year, the state will be collecting adult education literacy test data from districts and colleges beginning in academic year 2010-11. The implementation plan for the changes in the state data system was developed in cooperation with the Adult Education Standing Committee on Accountability and reviewed by the Workforce Education District Data Advisory Council during its October meeting.

Districts will report test identifier information, test date, and test scale scores for each valid test administration. Each valid test administration will have to be reported one time only. Attached is the data reporting plan and technical specifications for the new test record format and data elements. Data edits will be sent to all districts so they can build these new edits into their MIS systems.

If you have questions you may contact Mark Baird at [Mark.Baird@fldoe.org](mailto:Mark.Baird@fldoe.org) or by phone 850-245-9060.

For answers to technical questions, MIS staff may contact Bruce Harrington at [Bruce.Harrington@fldoe.org](mailto:Bruce.Harrington@fldoe.org) or 850-245-9520.

Thank you.

LC/JS/mb

Attachment

Cc: Bruce Harrington