



## **Working through Adult Education Issues with Your District**

### **1. Alignment of Adult Education and School District Goals**

- a. Is there a strategic plan for K-12?
  - i. How do the AE goals align with those?
  - ii. What impact does reduction in AE services have on attaining goals that serve the community?

### **2. Promoting K-Adult as a district**

- a. Does your district view itself as a K-Adult or Pre-K – Adult district?
  - i. If not, what of your programs would assist them in identifying its importance in providing positive impacts on K-12 students?
    1. Do your Parent Education courses help schools to address their school plans?
    2. Are there Distance Learning and monthly sessions at school sites that could help provide site administrators in completing school plans or categorical grants?
  - ii. What community do you serve that addresses the K-12 student and how can you alter your program offerings to serve these populations better?
    1. Parents
    2. Job Training
    3. ESL/Citizenship
    4. After school programs
  - iii. What data do you collate that helps to identify the family members served in AE of K-12 students?

### **3. Relationship with your Fiscal Department**

- a. Do you have a relationship with the Fiscal Director or Chief Business Official?
  - i. Is it positive and how often do you meet with him/her?
  - ii. Do they understand how you provide support through indirect costs and maintaining attendance by serving deficient credit HS students



- iii. Do you manage a Community Based English Tutoring (CBET) program? How does this program provide useful services at K-12 school sites?

#### **4. Lottery Data**

- a. In the current accounting system, AE enrollment is included in lottery allocations – whether you receive it or not. If the Propositions do not pass that pays lottery in a lump sum, continued AE enrollment does impact lottery funding for districts. Have you discussed with your superintendent and CBO the impacts on lottery funds if adult education enrollment is reduced?

#### **5. Relationship with the Superintendent and the Board of Education**

- a. Do you have a positive relationship with the Superintendent?
  - i. Are they aware of the positive impact your programs have for K-12 students?
  - ii. How active is the Superintendent and the Board in participating in AE events?
    - 1. Are they invited to adult education staff development days, graduations, and other important adult education activities?
  - iii. Does the adult education program in your district create press coverage that shows a positive impact for programs and how they affect the voting constituents of your district?

#### **6. Invite Key District Personnel and Legislators to Adult Education Events**

- a. Are key district administrators and board members invited to your events? Open house, graduations, etc.
- b. Are local legislators invited to your events?
- c. Do you provide them an opportunity to actively participate in the ceremony/event?

#### **7. Relationship with Employee Associations**

- a. How knowledgeable are the employee associations about AE – how active are your employees in the associations?



- b. Do you have a relationship with the leadership of your certificated and classified associations?
  - i. Do they consider you an expert in AE issues when they arise?

#### **8. Stabilization Funds**

- a. Is the district considering providing the federal stimulus funding allocation to AE programs?
  - i. Are your superintendent, board and CBO aware of the programs you could offer with additional federal stimulus funding?
  - ii. Have you had these discussions with your superintendent and CBO?

#### **9. Job Training/Grant funding**

- a. Is the district leadership aware of the job training programs that you provide for the community?
  - i. Do you they have knowledge of the employment data or other funding that AE receives because of these programs?
  - ii. Are they aware that reduction in services is likely to impact further the federal funding or grants that AE brings in and pays indirect costs on while providing services to the community?
- b. Have you worked with your local community business partners and urged them to support AE career and training programs with the district board and superintendent? What expansions serving community and business needs can your AE programs provide? What specialty programs does AE have that impact the community? Are there identified needs within the district that programs through AE could address?

#### **For More Information Contact:**

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