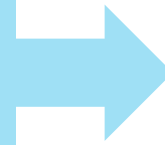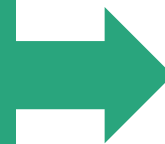# WIOA

Workforce Innovation and Opportunities Act FY16-17

NATIONAL REPORTING SYSTEM → **NRS**

New York's REPORTING SYSTEM → **NYRS**

2

New York's REPORTING SYSTEM

➡ **NYRS**

⬇

Possible changes:
Incremental Gain
     Lower Levels
Employment through surveying not tracking

What has changed?

▶ New terminology
▶ New reporting timelines
▶ New expectations
▶ New ISRF
▶ Reminders

New Terminology

Participant vs Reportable Individual

Participant	Reportable Individual
A reportable individual who has received services after satisfying all applicable programmatic requirements for the provision of services, such as eligibility determination. To be considered a Participant, the student must be pre tested. TABE Math and Reading, BEST Plus 2.0, or BEST Literacy	Reportable individual. An individual who has taken action that demonstrates an intent to use program services and who meets specific reporting criteria of the program, including: (1) Individuals who provide identifying information; (2) Individuals who only use the self-service system; or (3) Individuals who only receive information-only services or activities.

Participant vs Reportable Individual

Participant	Reportable Individual
For Title II, when an individual in an AEFLA program has completed at least 12 contact hours and have a valid pre test they are considered a participant.	An adult in an AEFLA program who has completed <u>less than</u> 12 contact hours.
Participants count towards accountability measures.	Reportable Individuals <u>DO NOT</u> count towards accountability measures however, they will be counted.

Program Entry and Exit

Program Entry- is the date that a reportable individual enrolls in an adult education program.

Program Exit - As defined for the purpose of performance calculations, exit is the point after which a participant who has received services through any program meets the following criteria:

For the adult, under Title II, the exit date is the last date of service.

The last day of service cannot be determined until at least 90 days have elapsed since the participant last received services; services do not include self-service, information-only services, activities, or follow-up services. This also requires that there are no plans to provide the participant with future services.

Program Entry and Exit

Program Exit – New Policy in New York State

When no attendance is recorded for 90 consecutive days in ASISTS, the student will be automatically exited.

Data check reports are being constructed to provide programs with the names of those students who have been automatically exited.

Programs will not be exiting their students as done in the past.

Periods of Participation

For the purposes of reporting measurable skill gain, each program entry per participant during the reporting period is considered a period of participation.

For the purposes of reporting on Employment 2nd Quarter, Employment 4th Quarter, Median Earnings, and the Credential indicators, each program entry and exit per participant during the reporting period is considered a period of participation.

A new period of participation is counted each time a participant exits and reenters again, even if it occurs during the same program year.

Employment Performance Indicators

All Students, regardless of employment status MUST be Tracked for Employment Performance Indicators
This includes those students who are:

- Employed at Entry
- Unemployed at Entry and Seeking Employment
- Not in the Labor Force

*the only exclusion are students in Incarcerated Settings

New York will participate in the UI Data Matching process for those students with Social Security Numbers. Students without Social Security Numbers must be tracked manually with documentation log of date, time, and response from contact.

Employment Performance Indicators

- *Employment, the Second Quarter after Exit*: The percentage of participants who are in unsubsidized employment during the second quarter after exit.

- *Median Earnings, Second Quarter after Exit*: Median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.

- *Employment, Fourth Quarter after Exit*: The percentage of participants who are in unsubsidized employment during the fourth quarter after exit.

Measurable Skill Gain Indicator

The percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as academic, technical, occupational, or other forms of progress, towards such a credential or employment.

Translation: The Secondary Credential will now count as a Measurable Skill Gain!!

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New Expectations

Educational Functioning Level Gain-

Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level. Programs may measure educational functioning level gain in one of two ways:

(1) Comparing the participant's initial lowest educational functioning level, as measured by a pre-test, with the participant's educational functioning level, as measured by a post-test.

NOTE: Lowest score still prevails as indicator.

(2) States may report an educational functioning level gain for participants who exit the program and enroll in postsecondary education and training during the program year.

Measurable Skill Gain Indicator

▶ (3) Documented attainment of a secondary school diploma or its recognized equivalent. **Exit not required to count and can include participants at all levels.**

▶ (4) Satisfactory or better progress report, towards established milestones, such as completion of OJT or completion of 1 year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training.

▶ (5) Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks such as knowledge-based exams.

New Reporting Timelines

▶ FY15/16

▶ Reporting Deadline = September 30

▶ FY16/17

▶ OCTAE is moving the State Deadline up to October 15th from December 31st

▶ Reporting Deadline = September 15th

New Individual Student Record Form (ISRF)

NYS INDIVIDUAL STUDENT RECORD FORM (REV 8/2016)

Check when completed:

1. First Name: _____ M.I. _____ Last Name: _____

Date of Birth: (Required) [M M D D Y Y Y Y] Original Program Start Date: (Required) [M M D D Y Y Y Y]

Address: _____ City: _____ State: [ ] Zip: [ ]

Home Phone: [ ] - [ ] - [ ] Mobile Phone: [ ] - [ ] - [ ]

e-mail: _____

Emergency Contact: [ ] - [ ] - [ ] Name/Relationship of Contact: _____

SS# ☐

2. Social Security #: [ ] - [ ] - [ ]

OR Work Visa #: [ ] - [ ] - [ ]

OR: ☐ Student was asked for SS# and/or WV# and cannot/will not provide. _____ (initial of intake staff)

NOTE: Data matching for Employment-related outcomes will not be available if SS# or WV# are not recorded

3. Gender (Required): ☐ Male ☐ Female

Choose ONE:
☐ Hispanic/Latino/a
☐ Non-Hispanic/Latino/a

4. Race/Ethnic Identity: (Both sections Required)

AND Choose all that apply (Must Choose AT LEAST ONE):

☐ Native Hawaiian
☐ Native American
☐ Alaskan Native
☐ Asian
☐ Pacific Islander
☐ African American
☐ Afro-Caribbean
☐ African
☐ Latino/a
☐ White (not Latino/a)

5. Employment Status (Required):

Employment Detail ☐

☐ Employed → For students Employed Full- or Part-time: Name of Employer: _____ Approx. Date of Hire: [M M Y Y Y Y]
   ☐ FT ☐ PT

☐ Unemployed & Seeking Employment → For students Unemployed & Seeking Employment, please indicate Approx. last date of Employment: [M M Y Y Y Y]

☐ Not Available for Employment

☐ Inmate → For currently Incarcerated Students, please indicate anticipated release date: [M M Y Y Y Y]

6. Student's Individual Annual Income (Required):

Income ☐

☐ less than $10,000
☐ $10,000 to $14,999
☐ $15,000 to $24,999
☐ $25,000 to $34,999
☐ $35,000 to $49,999
☐ $50,000 to $74,999
☐ $75,000 to $99,999
☐ $100,000 to $149,999
☐ $150,000 to $199,999
☐ $200,000 or more

Public Assistance: (If receiving)
Type(s): _____
Case #: _____
☐ Exhausting TANF within 2 years

7. Educational Background: (Required)
Highest Grade completed in US _____
Highest Credential in Other Countries:
☐ High School or Sec School Diploma ☐ Undergrad/Bachelor ☐ Master's/Graduate ☐ PhD/Doctorate
Years of Schooling in Other Countries _____
Does student already hold a Certificate from an approved DOL program? ☐ Yes ☐ No

Training ☐

Is the student co-enrolled in a DOL eligible Training/Certificate program? ☐ Yes ☐ No
If yes, please indicate what program/certificate: _____
[ ] CIP Code

NOTE: The list of approved Training Programs is available from the local Workforce Development Board

Is the student participating in other training leading to a recognized Post-Secondary Credential? ☐ Yes ☐ No

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8. Nationality:
Country of Birth: _____ Date of US Settlement: ____/____/_____
☐ Citizen ☐ Refugee ☐ Immigrant
Student's Primary Language: _____

9. School-aged Children:
Is the student a parent or guardian of Children under the age of 21? ☐ Yes ☐ No
Is the Student a Single Parent? ☐ Yes ☐ No
If yes to either question above, enter the **number** of children at each level and the name of the school:

	#	
PreSchool		Name of School:
Elementary		Name of School:
JHS		Name of School:
HS		Name of School:

10. Population Categories — **I Am.... / Student is...**

Y	N		Y	N		Y	N	
☐	☐	A Homeless	☐	☐	I Veteran	☐	☐	Q Learning Disabled
☐	☐	B In Correctional Facility	☐	☐	J Dislocated Worker	☐	☐	R Runaway Youth
☐	☐	C Other Institutionalized	☐	☐	K Employed at 200% Poverty Level	☐	☐	U In community correct'l facility
☐	☐	D High School Grad. or Equiv. (US)	☐	☐	L Rural Area Resident	☐	☐	V Other: _____
☐	☐	E Displaced Homemaker	☐	☐	M Low Income	☐	☐	W Non Native English Speaker
☐	☐	F Head of Household	☐	☐	N Migrant/Seasonal Worker	☐	☐	X Ex-Offender
☐	☐	G Disabled	☐	☐	O Family Literacy	☐	☐	Y Youth in Foster Care
☐	☐	H Enrolled in Other Edu/Training	☐	☐	P Parole	☐	☐	Z Cultural Barriers to Learning

11. Was the student referred from a different program or provider? ☐ Yes ☐ No

If yes, please indicate the name of program/provider: _____

12. Initial Assessment Information:

Test Date	Test Name (e.g. TABE or Best Plus)	Test Type Level	Test Type Form	Subscores (2 for TABE Math, 1 for TABE Read)	Scale Score	GE	NRS Level	Test Admin

13. Initial Enrollment Information:

Class Code	Enrollment Date

14. Notes: _____
_____

15. Other Goals:
☐ 10 Obtain Citizenship Skills
☐ 11 Reduce Public Assistance
☐ 12 Get Involved in Community Activities
☐ 13 Get involved in Child's Education
☐ 14 Get involved in Child's Literacy Activities
☐ 15 Vote or Register to Vote

Form Completed by: (Please Print)
_____
Date: _____/_____/_____

1. First Name: _____ M.I. _____ Last Name: _____

Date of Birth: (Required) [M][M] [D][D] [Y][Y][Y][Y] Original Program Start Date: (Required) [M][M] [D][D] [Y][Y][Y][Y]

Address: _____ City: _____ State: [ ][ ] Zip: [ ][ ][ ][ ][ ]

Home Phone: [ ][ ][ ]·[ ][ ][ ]·[ ][ ][ ][ ] Mobile Phone: [ ][ ][ ]·[ ][ ][ ]·[ ][ ][ ][ ]

e-mail: _____

Emergency Contact: [ ][ ][ ]·[ ][ ][ ]·[ ][ ][ ][ ] Name/Relationship of Contact: _____

2. Social Security #: [ ][ ][ ]·[ ][ ]·[ ][ ][ ][ ]

OR Work Visa #: [ ][ ][ ]·[ ][ ][ ]·[ ][ ][ ]

OR: ☐ Student was asked for SS# and/or WV# and cannot/will not provide. _____ (initial of intake staff)

NOTE: Data matching for Employment-related outcomes will not be available if SS# or WV# are not recorded

Very important piece of information

Intake staff are now asked to attest to having made the request

ISRF Supplement Form (REV 8/2016)

Check when completed:

1.
First Name: _____ M.I. _____ Last Name: _____
Date of Birth: (Required) [M][M][D][D][Y][Y][Y][Y]
Address: _____ City: _____ State: [ ][ ] Zip: [ ][ ][ ][ ][ ]
Home Phone: [ ][ ][ ]-[ ][ ][ ]-[ ][ ][ ][ ] Mobile Phone: [ ][ ][ ]-[ ][ ][ ]-[ ][ ][ ][ ]
e-mail: _____
Emergency Contact: [ ][ ][ ]-[ ][ ][ ]-[ ][ ][ ][ ] Name/Relationship of Contact: _____

2. ☐ SS#
Social Security #: [ ][ ][ ]-[ ][ ]-[ ][ ][ ][ ]
OR Work Visa #: [ ][ ][ ]-[ ][ ]-[ ][ ][ ][ ]

OR: ☐ Student was asked for SS# and/or WV# and cannot/will not provide. _____ (initial of intake staff)

NOTE: Data matching for Employment-related outcomes will not be available if SS# or WV# are not recorded

3. Employment Status (Required): ☐ Employment Detail
☐ Employed
   ☐ FT ☐ PT
☐ Unemployed & Seeking Employment
☐ Not Available for Employment
☐ Inmate

For students Employed Full- or Part-time:
Name of Employer: _____ Approx. Date of Hire: [M][M][Y][Y][Y][Y]

For students Unemployed & Seeking Employment, please indicate Approx. last date of Employment: [M][M][Y][Y][Y][Y]

For currently Incarcerated Students, please indicate anticipated release date: [M][M][Y][Y][Y][Y]

4. Student's Individual Annual Income (Required): ☐ Income
☐ less than $10,000
☐ $10,000 to $14,999
☐ $15,000 to $24,999
☐ $25,000 to $34,999
☐ $35,000 to $49,999
☐ $50,000 to $74,999
☐ $75,000 to $99,999
☐ $100,000 to $149,999
☐ $150,000 to $199,999
☐ $200,000 or more

5. Educational Background: (Required)
Highest Grade completed in US _____
Highest Credential in Other Countries:
  ☐ High School or Sec School Diploma ☐ Undergrad/Bachelor ☐ Master's/Graduate ☐ PhD/Doctorate
Years of Schooling in Other Countries _____
Does student already hold a Certificate from an approved DOL program? ☐ Yes ☐ No

Is the student co-enrolled in a DOL eligible Training/Certificate program? ☐ Yes ☐ No ☐ Training
If yes, please indicate what program/certificate:
_____ [ ][ ][ ][ ][ ][ ] CIP Code

NOTE: The list of approved Training Programs is available from the local Workforce Development Board

Is the student participating in other training leading to a recognized Post-Secondary Credential? ☐ Yes ☐ No

Employment Status must be TRACKED

Student's annual income

Training is now a very specific type and recorded specifically as well

- **Supplemental Form must be completed for any student that returns from FY15/16**

- **The ISRF Supplemental Form must be included in the student's permanent file**

Reminders

BEST Plus 2.0

- BEST Plus 2.0
  - ALL ESL students must have a valid BEST Plus 2.0 or if they score out of top range, a BEST Literacy or TABE
  - Glitch in ASISTS, not counting just yet, will be fixed

BEST Plus 2.0

NRS Educational Functioning Level	BEST Plus 2.0 as of July 1, 2016
Beginning ESL Literacy	88 to 361
Low Beginning ESL	362 to 427
High Beginning ESL	428 to 452
Low Intermediate ESL	453 to 484
High Intermediate ESL	485 to 524
Advanced ESL	525 to 564
Exit criteria from NRS	565 and higher

If BEST Plus 2.0 Pre–Test is 565 or Higher, the BEST Literacy will count