



MVLA
ADULT SCHOOL

MOUNTAIN VIEW LOS ALTOS
ADULT SCHOOL

ANNUAL REPORT 2022 - 2023



MVLAAdultSchool



(650) 940-1333



333 Moffett Blvd
Mountain View
CA 94043

MVLA Adult School Mission Statement

MVLA Adult School is committed to serving adult learners who will gain the knowledge, skills, and proficiency necessary to achieve personal goals in employment, secondary education, and English language skills in order to become self-reliant and productive members of the community.

Schoolwide Learner Outcomes

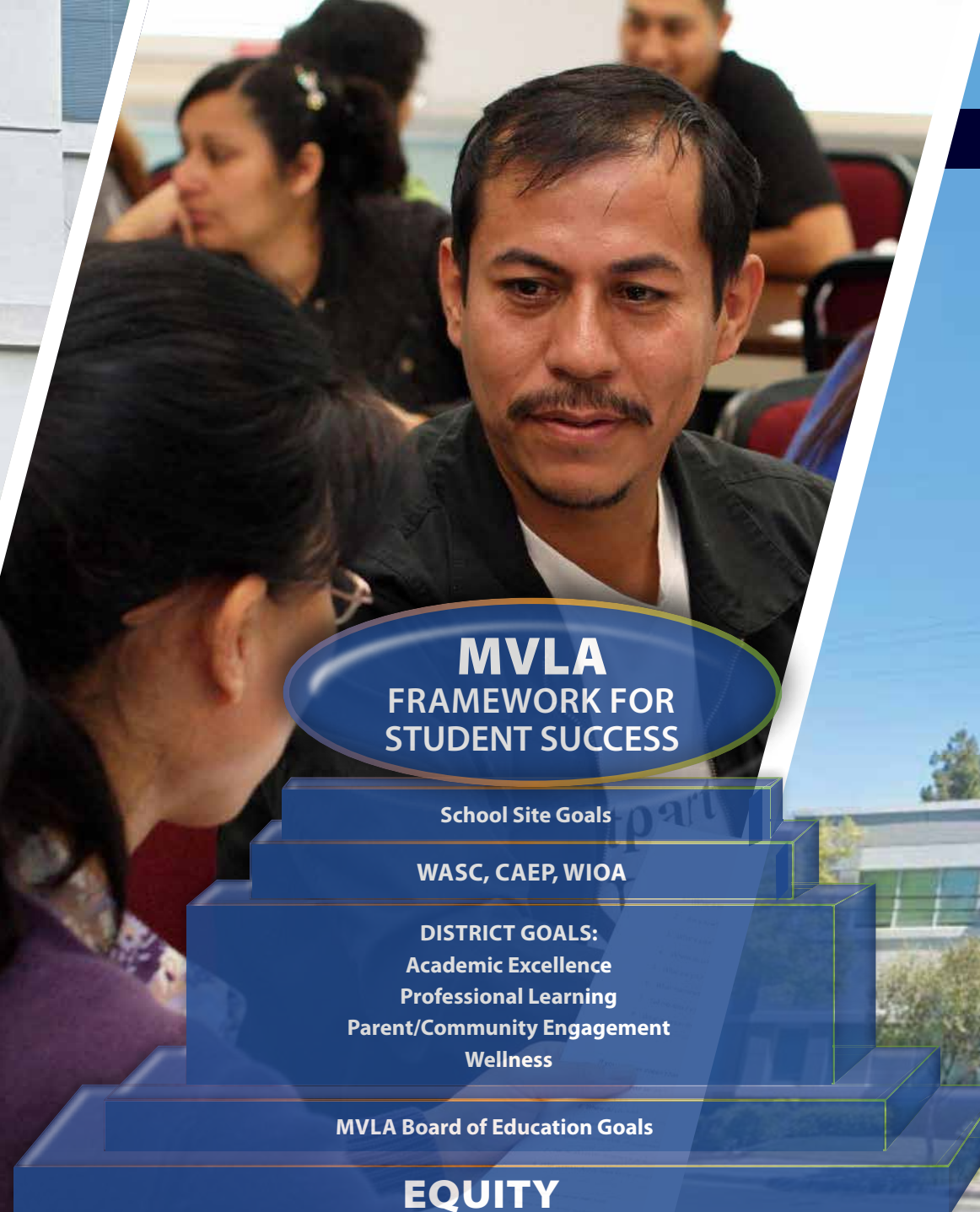
STUDENTS WILL:

- Set goals and progress towards them
- Achieve a measurable increase in knowledge, skills and proficiency in their goal area
- Be able to apply knowledge, skills and proficiency to employment and continuing education



GUIDING PRINCIPLES

Excellence | Equity | Engagement



**MVLA
FRAMEWORK FOR
STUDENT SUCCESS**



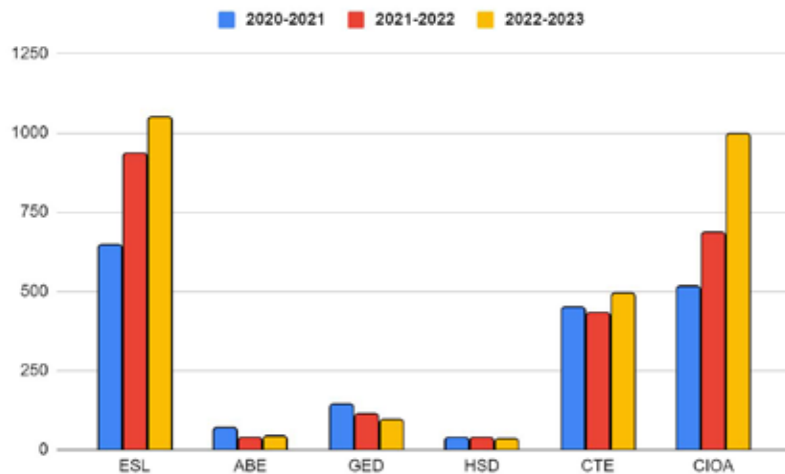
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Enrollment Overview 2022-2023

Enrollment Trends 2022-2023 (Unduplicated)



Overall duplicated enrollment for 2022-2023 was 5629. Unduplicated enrollment by Adult Education Programs from 2021-2022 to 2022-2023 showed an overall increase of nearly 13% in ESL. There was a slight decrease in ABE, GED, and HSD enrollments. CTE enrollments increased by over 14%. Non-academic / fee-based programs increased enrollment by 45%.

WASC Schoolwide Goals

Accreditation Cycle

1 IMPROVE
the systematic integration of instructional technology in the classroom
TO PROVIDE
program-specific equipment, software, training and instructional support to improve student learning outcomes

2 INCREASE
tutoring opportunities for ESL, ABE, and CTE students
TO PROVIDE
struggling students with more individualized instructional support to improve student learning outcomes

3 INCREASE
schoolwide professional development opportunities
TO PROVIDE
teachers with increased instructional strategies to improve student learning outcomes

WASC SCHOOLWIDE ACTION PLAN ACCOMPLISHMENTS (SIX-YEAR CYCLE)

TECHNOLOGY INTEGRATION	PROFESSIONAL DEVELOPMENT	TUTORING
ALL academic programs have successfully integrated instructional technology through upgraded projection and audio systems, Google Classroom, E-testing, E-textbooks, online resources, tools, and assessments	Expanded schoolwide and program staff in-services and training, Focus on SLO analysis to identify critical learner needs and address them as evidenced in school wide student performance data	Established a tutoring center, expanded tutoring hours (morning/afternoon/evening), expanded tutoring to ALL programs, Embedded tutors in CTE

MVLA ADULT SCHOOL'S ACCREDITATION CYCLE





ESL/Citizenship Highlights 2022-2023

- **Increased attendance and enrollment** – 13% increase in enrollment with notably large numbers of beginning-level students.
- **Teacher support and PD** – Training focused on evidence-based reading instruction. ESL Department established exit goals for reading skills and academic vocabulary.
- **Student access to technology** – All 6 levels of ESL gained access to devices to use for assessment and in-class activities.
- **Placement** – Designed new student intake system that includes orientation, CASAS eTesting, writing sample and interview.



Students studying to pass the U.S. Citizenship interview

ESL/Citizenship WASC Goals and Evidence 2022-2023

Goals

Evidence



1 Improve the systematic integration of instructional technology in the classroom

To provide program-specific equipment, software, training and instructional support to improve Student Learning Outcomes

- Implemented CASAS eTesting for pre-/post-tests and new student placement testing.
- Provided school email addresses to all higher-level (Int-Adv) ESL students to allow for greater access to Google Suite.



2 Increase schoolwide professional development opportunities

To provide teachers with increased instructional strategies to improve student success measured by Student Learning Outcomes

- Teachers trained in evidence-based reading instruction via CALPRO online course and four staff in-services (August, October, January, March).
- Train-the-trainer model followed as staff who participated in the online course taught their colleagues during the in-service sessions.



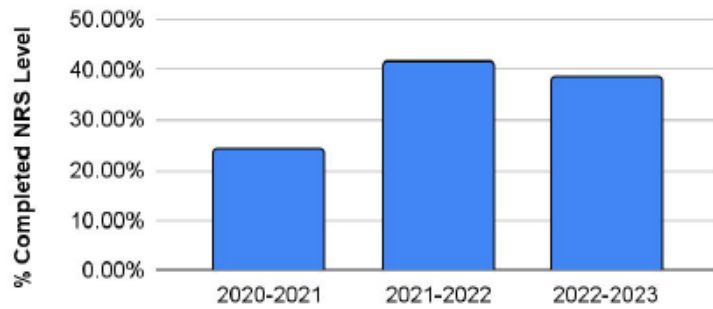
3 Increase tutoring opportunities for ESL, ABE, and CTE students

To provide struggling students with more individualized instructional support to improve Student Learning Outcomes

- Established weekly conversation club moderated by volunteers for additional speaking practice beyond the class.
- Tutors worked with students in Intermediate and Advanced classes (morning, afternoon, and evening) on improving their writing skills.

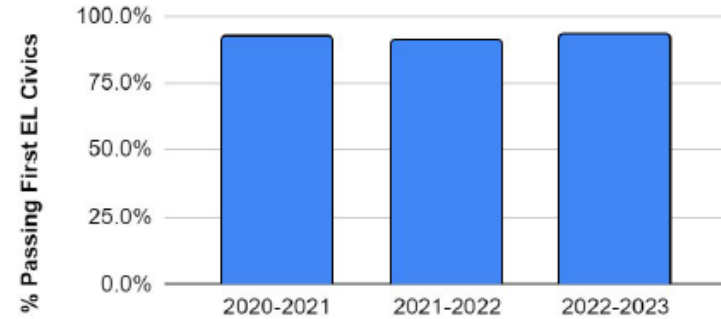
ESL Outcomes 2022-2023

ESL NRS Completions



ESL completion percentages remained stable between 2021-2022 and 2022-2023, while the ESL student population rose by almost 200 students. In 2022-2023, the program transitioned from paper testing to eTesting, which was more difficult for some students. The testing schedule was modified, which led to more students being tested and shorter intervals between pre- and post-testing for many students.

ESL EL Civics Pass Rates



Over the past 3 years, the percentage of students passing at least one EL Civics performance assessment has remained stable. There was a 2% increase in pass rates from 2021-2022 to 2022-2023.



Current Priorities

ASSESSMENT



Identify and use assessment results to make improvements to classes and programs

- Understand and incorporate new, standards-aligned CASAS STEPS series
- Use post-test results from CASAS STEPS to inform instruction
- Incorporate writing assessments in upper levels of ESL

ALIGNMENT



Ensure course competencies reflect the latest standards and align student learning outcomes across all programs and classes

- Use English Language Proficiency Standards (ELPS) and leveled exit goals (writing, tech, academic vocabulary/reading) to update course outlines by June 2024

SUPPORT



Increase student awareness and access to support services to promote equitable outcomes

- Collaborate with Tech Advocates and transition team to provide ESL students with information about available services in the school and community and who to contact for assistance

Progress

ASSESSMENT

- Full program-wide adoption of online CASAS STEPS testing for placement of incoming students into six levels of ESL
- CASAS STEPS eTests implemented across all levels to monitor student learning gains (pre- and post-testing)
- Beginning-of-the-year writing prompts administered to ESL levels 4-6. End-of-year prompts will be used in May 2024 to measure progress

ALIGNMENT

- Four teachers attended CALPRO ELPS training October-November 2023 to gain a better understanding of the most current ESL standards
- Staff collaborating at fall, winter, and spring in-services to apply understanding of ELPS into curriculum and instruction

SUPPORT

- Coordinated schedule with Tech Advocates and Transition Adviser to better promote services
- Tech Advocates and Transition Adviser visited all ESL classes in Fall 2023 to publicize services, including one-on-one appointments, workshops, and schoolwide career fair



High School Diploma/GED Highlights 2022-2023



- **Student Achievement** - Served 26% more senior high school students than the previous year. These students were mostly fulfilling their Health requirement before graduation.
- **Graduation Ceremony** - The Los Altos Kiwanis Club awarded two GED students with scholarships to continue their education at a local community college.
- **2023 Online Summer School** - 73% of students who enrolled in online summer school completed their course. More sections were added in Session 2 to meet demand.



High School Diploma/GED WASC Goals and Evidence 2022-2023

Goals

Evidence



1 Improve the systematic integration of instructional technology in the classroom

To provide program-specific equipment, software, training and instructional support to improve Student Learning Outcomes

- GED teachers continued using Google Classroom, Google Docs, Newsela, and IXL to provide subject content opportunities for practice, and assess student progress.
- HSD teachers continued using Edgenuity assessments to better address student needs and provide direct instruction.
- Weekly check-ins via Zoom, phone, or in person increased access for student support.



2 Increase schoolwide professional development opportunities

To provide teachers with increased instructional strategies to improve student success measured by Student Learning Outcomes

- ASE Coordinator and Staff Secretary attended CCIS compliance webinar and retrained the department.
- Veteran teachers shared assessment strategies and data analysis during GED monthly meetings to inspire the team to try different forms of assessment and to tie instruction back to data.



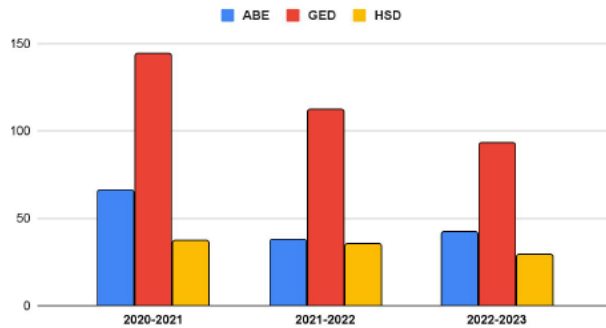
3 Increase tutoring opportunities for ESL, ABE, and CTE students

To provide struggling students with more individualized instructional support to improve Student Learning Outcomes

- Tutoring offered in AM and PM for GED math.
- GED Teachers offered expanded tutoring for other GED subjects (Science, Social Studies, and Language Arts) when not providing direct instruction to the class.
- Created a tutoring contract and process to match students up with a tutor.

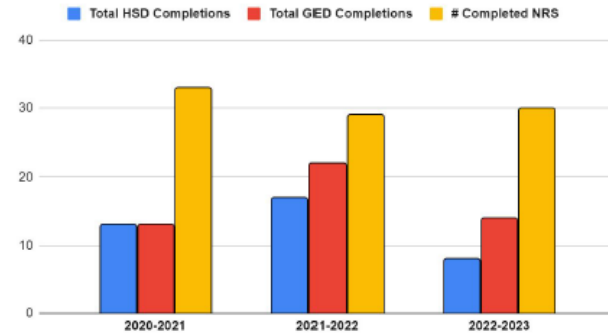
High School Diploma/GED Student Enrollment & Performance Data 2022-2023

ASE and ABE Unduplicated Enrollment



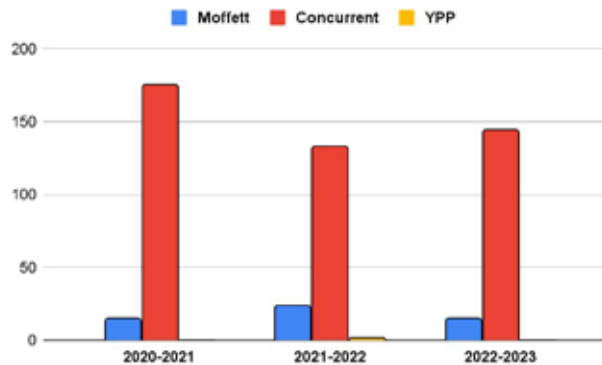
Enrollment in 2022-2023 slightly decreased in all three programs: ABE, GED, and HSD. Some students reported that they have moved out of the area. Some have found jobs that do not require a HSD/High School equivalency.

MVLA Adult School HSD/GED Benchmarks



From 2021-2022 to 2022-2023, there were fewer students earning a High School Diploma and GED due to lower enrollments in these programs. NRS completion percentages have remained relatively stable over the last 3 years.

Concurrent, Moffett and YPP Unduplicated Enrollment

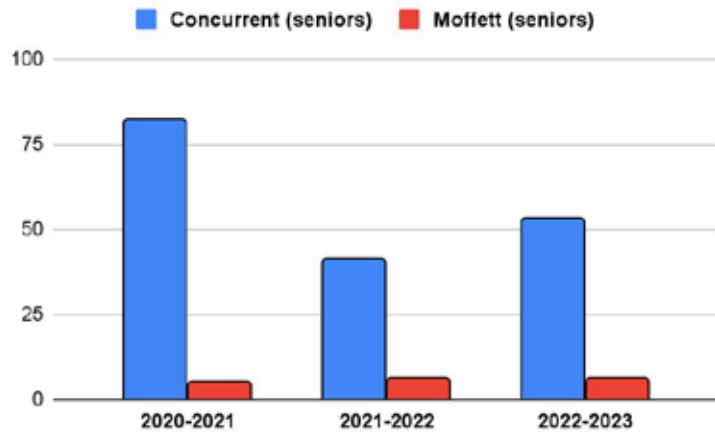


There was a decrease in the number of Moffetts* and Concurrents referred over in the 2022-2023 school year. The district continues to offer multiple ways for students to earn credits like VISP, Middle College, and College Now.

**Moffetts are district high school students enrolled in an Independent Study Program (ISP) at the adult school.*

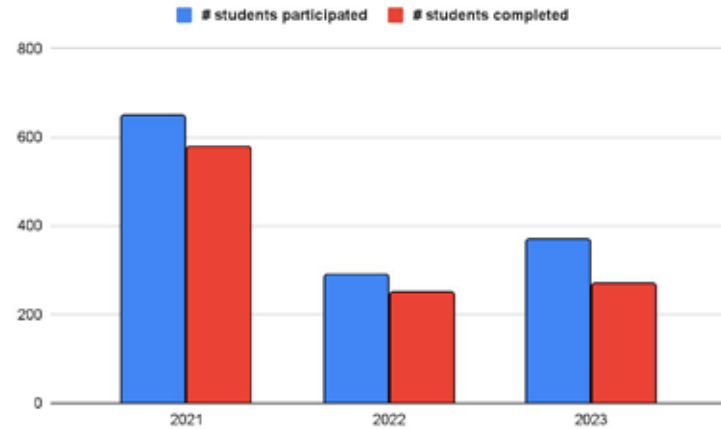


MVLA Adult School
HS Seniors Who Earned Diplomas



Concurrent and Moffett completions refer to unduplicated high school seniors who completed at least one class at the Adult School in their final year. The number of Concurrent senior referrals in 2022-2023 increased compared to the previous year due to more seniors needing to take Health in their final year before graduation.

MVLA Adult School
Online Summer School Data



Of the 369 students who participated in online summer school, 73% of the students completed the course in summer 2023. Each session was 3 weeks in length. More sections were added in Session 2 to meet demand.

Current Priorities

ASSESSMENT

Identify and use assessment results to make improvements to classes and programs

- Establish a formal referral process for students needing additional academic support to advance their goals
- Prioritize time for ASE department to review assessment results by incorporating it into the annual program calendar

ALIGNMENT

Ensure course competencies reflect the latest standards and align student learning outcomes across all programs and classes

- Update GED and HSD official course outlines to reflect current standards
- Align Pre-GED learning outcomes with GED learning outcomes

SUPPORT

Increase student awareness and access to support services to promote equitable outcomes

- Conduct student survey to assess effectiveness of tutoring
- Conduct tutor survey about needs or resources to improve effectiveness of services

Progress

ASSESSMENT

- Upon referral, provide tutors with assessment results, i.e., GED score report and/or classwork to guide tutors on how to support students
- Allocated time at monthly staff meetings for teachers to share student data and class analytics

ALIGNMENT

- In the process of updating course information sheet for GED, Pre-GED, and HSD courses on Edgenuity
- Established criteria for how Pre-GED students will transition to GED, utilizing learning outcomes at each level

SUPPORT

- Created a draft of student survey and tutor survey on Google Forms
- Determining when and how often to conduct the surveys



Career Technical Education Highlights 2022-2023

- **NCCT Exam Excellence:** Students in the Medical Records Specialist (MRS) program achieved a 94% pass rate on the NCCT Exam for Fall 2022. This score highlights the high-quality education and rigorous training provided in this field.
- **CNA Program Retention and Completion:** The Certified Nursing Assistant (CNA) achieved an overall pass rate of 96% in skills, and 91% in written.
- **CTE's First IET Class Completion:** Winter 2022 marked the successful completion of the first Integrated Education and Training (IET) class at MVLA Adult School. This Advanced ESL Writing and Word Processing class set a promising precedent for future IET courses. ESL students who completed this course earned college credit.

CTE WASC Goals and Evidence 2022-2023

Goals

1 Improve the systematic integration of instructional technology in the classroom

To provide program-specific equipment, software, training, and instructional support to improve Student Learning Outcomes



2 Increase schoolwide professional development opportunities

To provide teachers with increased instructional strategies to improve student success measured by Student Learning Outcomes



3 Increase tutoring opportunities for ESL, ABE, and CTE students

To provide struggling students with more individualized instructional support to improve Student Learning Outcomes



Evidence

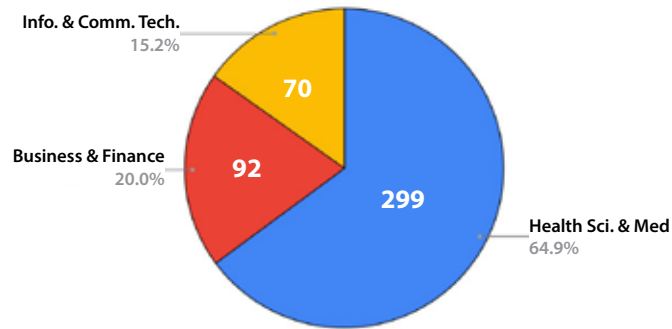
Integration of Google Classroom in healthcare pathways, training in Cengage MindTap for online curriculum usage, and supplemental curriculum with Facets tools and resources for the CNA Exam. Google Classroom's integration is evidenced by active class participation and feedback, highlighting its impact on education.

Regular instructor meetings have been increased to align the curriculum and evaluate learning objectives. Meeting minutes serve as evidence, reflecting key discussions and decisions. These meetings aim to ensure the curriculum meets all students' needs and adapts to evolving educational standards.

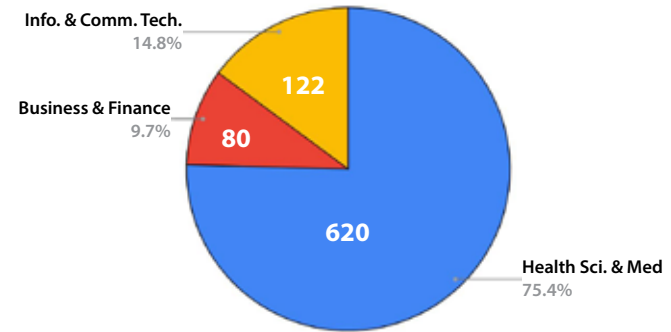
Expanded tutoring in Healthcare and Business & Finance pathways, added a system for tracking student participation and referrals in order to enhance student support and learning outcomes. Tutoring sessions are systematically logged and evaluated through participant feedback, providing insights into the sessions' effectiveness.

CTE Performance Data 2022-2023

CTE Enrollment by Industry Sectors 2021-2022

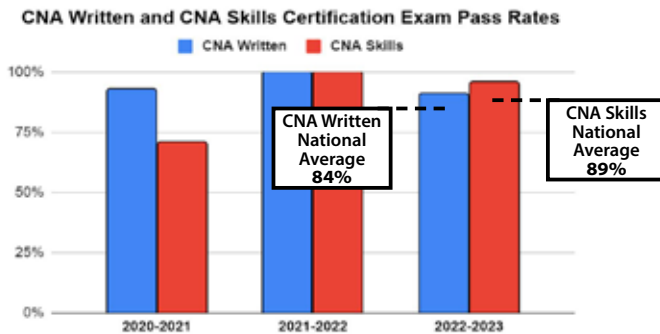


CTE Enrollment by Industry Sectors 2022-2023



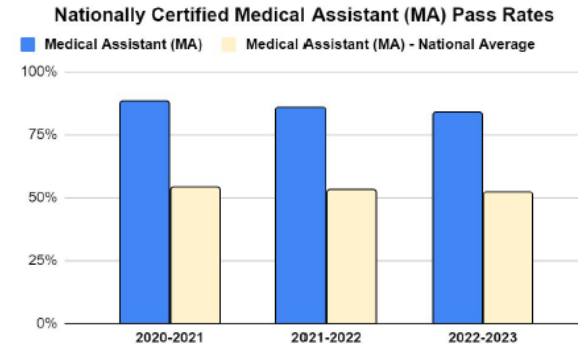
There was a significant percentage increase in Health Science and Medical Technology classes from the 2021-2022 school year to the 2022-2023 school year.

MVLA CNA Written and CNA Skills Certification Exam Pass Rates



In 2022-2023, there was a 91-96% pass rate of students taking the Nationally Certified Nursing Assistant (CNA) Written and Skills examination. CNA students scored 7% higher than the national average on both the written and skills examinations.

MVLA Medical Assistant (MA) Pass Rates Compared to National Pass Rates



In 2022-2023, MA pass rates remained high in nationally certified examinations, far exceeding the national average.

Current Priorities

ASSESSMENT

Identify and use assessment results to make improvements to classes and programs

- MA - Create detailed rubrics for each skill students are required to master to provide students with immediate feedback for improvement
- CNA - Update all the assessments to be in alignment with CDPH and Credentia (new certifying body for state licensure)
- IT - Establish new Web Development pathway by aligning outcomes for each course

ALIGNMENT

Ensure course competencies reflect the latest standards and align student learning outcomes across all programs and classes

- MA - Review and revise current MA curriculum to ensure alignment with NCCT Jan 2024 Exam Update
- CNA - Review and revise current CNA and HHA curriculum to ensure alignment with Credentia and CDPH Jan 2024 Curriculum Renewal standards

SUPPORT

Increase student awareness and access to support services to promote equitable outcomes

- Coordinate tutoring services (academic support), resume workshops, externship application, job placement

Progress

ASSESSMENT

- Successfully developed rubrics on which students are assessed in the MA program
- Adding new test banks to CNA Google Classroom to further support students and to foster alignment between day and evening programs
- Allocated time for IT staff to meet, collaborate and align outcomes for Web Design, Amazon Web Services (AWS), and Python programming classes

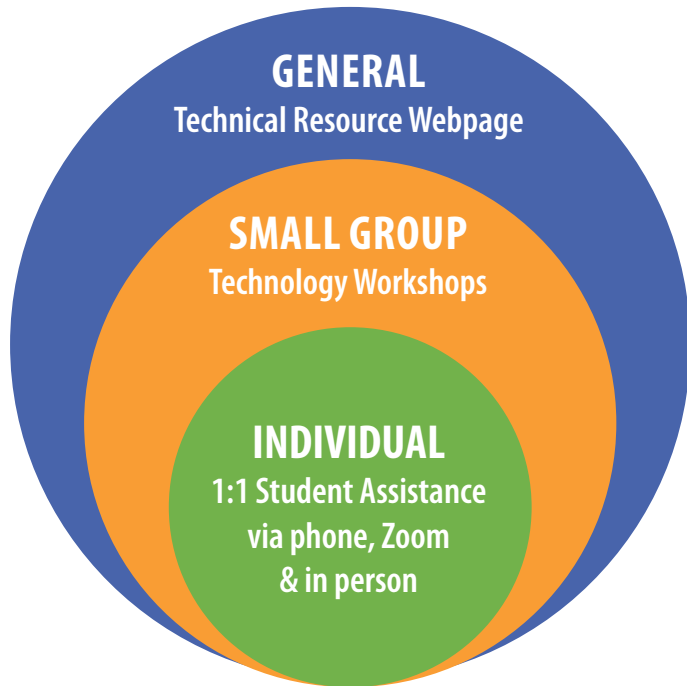
ALIGNMENT

- Currently comparing the old and new NCCT exam competencies to identify any shifts or updates in content emphasis
- Currently revising and updating CNA test banks to reflect the most current and relevant content in accordance with Title 22 CDPH-approved modules to better prepare students for certification examinations required for state licensure

SUPPORT

- Currently expanding online tutoring and monitoring services to support CNA and MA students
- Tracking tutoring participation hours and progress
- Committed to delivering essential career development resources, including resume workshops, exam registration workshops, externship applications, and job placement assistance

TECHNOLOGY ADVOCATE MODEL



3 TIERS OF TECHNOLOGY SUPPORT

Targeted Technology Support Workshops for New Incoming ESL Students to Support Learning

CURRENT PRIORITIES ARE:

Provide technical support to students

- Remind
- School email
- Zoom
- Online testing

TUTORING 2022-2023

ESL Expanded academic support for morning, afternoon, and evening classes.

GED Increased academic support for evening classes through small group and 1:1 tutoring sessions.

CTE Provided embedded tutoring to support healthcare classes.

STUDENT PARTICIPATION

ESL WRITING TUTORING 318 Hours	GED TUTORING 150 Hours	ESL CONVERSATION CLUB 150 Hours	COLLEGE INFO & APPLICATION SUPPORT 53 Sessions
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Student Support Services

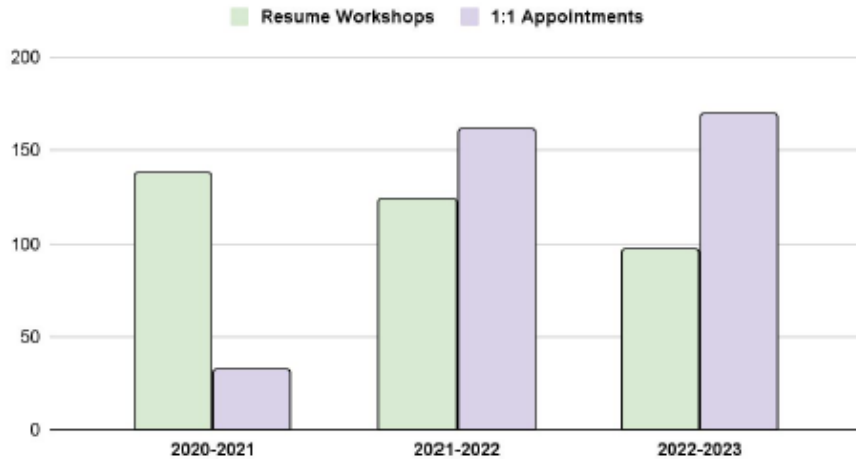
Transition & Career Services 2022-2023

- Individual Appointments
- Targeted Career Workshops
- Community & Consortium Events
- College Dual Enrollment
- Noncredit Class Registration
- Annual Career Fair
- College Field Trip
- College Application Workshops
- Evening Employer Tabling
- Transitions Newsletter
- Alumni Engagement



Student Support Services

Students Served by Transition Advising Services (2022-2023)



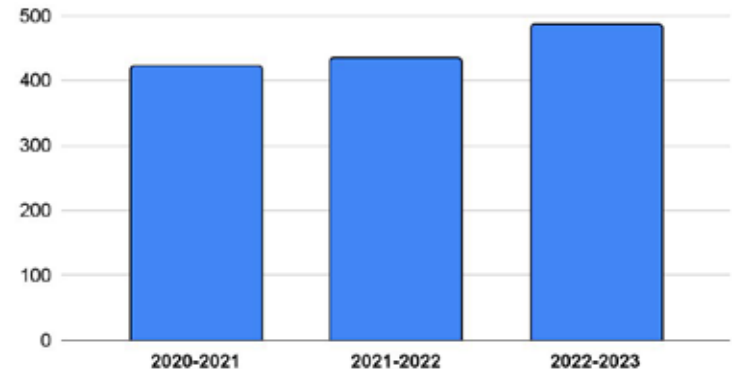
Transition Adviser 1-on-1 appointments increased 5% from 2021-2022 to 2022-2023.

Employment Outcomes 2022-2023

CAEP Quarterly Employment and Earnings Survey Results for 2021-2022 Exiters

- The CAEP EES is a state and federally mandated survey that is administered to all CAEP Program *Exiters*
- *Exiter* is defined as a student who has left the program for 90 days or more
- Employment data is self-reported by students
- *Please note: Data has been corrected by the prior year utilizing the CAEP Quarterly Survey Results Report*

of students who report getting a job



CAEP Accountability

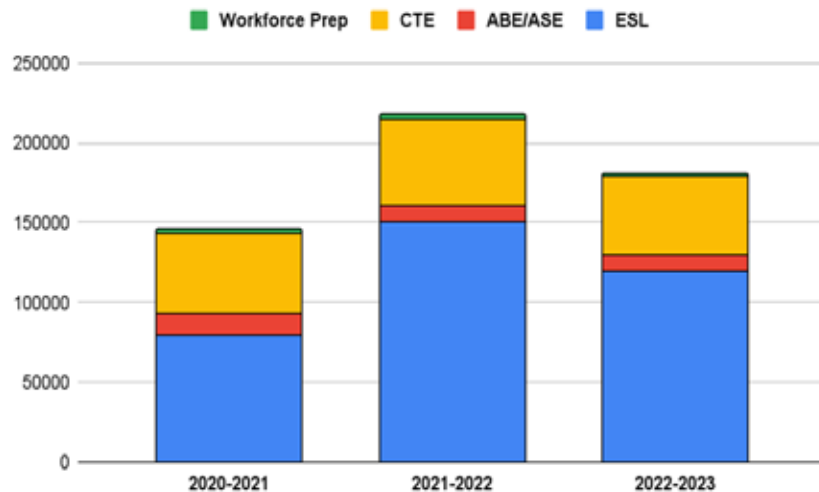
INSTRUCTIONAL HOURS 2022-2023

The state holds each CAEP agency accountable by reporting the total number of instructional hours on an annual basis.

Within the NSCCC, MVLA Adult School generates 30% of the instructional hours within our consortium of 3 adult schools and 2 community colleges. MVLA Adult School generates over 50,000 more instructional hours than our closest adult school partner.

MEMBER AGENCY	TOTAL PROGRAM HOURS
De Anza College	127,575
Foothill College	83,596
FUHSD AS	129,719
MVLA AS	180,445
Palo Alto AS	64,081
Totals	585,416

MVLA Adult School Instructional Hours



Fiscal Solvency 2022-2023

Consortium Dedicated Funding \$9,671,862 (increase of \$595,420 from previous year)	Total Member Allocation: MVLA Adult School (CAEP) \$4,067,018 (42% of consortium)	Fund Balance from 2022-2023: \$106,015
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ADDITIONAL AE INCOME:

\$477,820 Grants (WIOA, CalWORKs)	\$84,523 CTE Fees
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AB 1491 - ADULT ED CONSORTIA: CARRYOVER OF ALLOCATED FUNDS (EFFECTIVE JANUARY 1, 2023)

Authorizes a consortium to reduce a member's allocation based on the member having excessive carryover for at least 2 consecutive fiscal years beginning with the 2022-2023 fiscal year.

EXCITING NEW DEVELOPMENTS

MVLA Adult School was 1 of 8 applicants statewide who was awarded 1.9M EDD ELL Healthcare Pathways grant



ADDITIONAL GRANTS AWARDED

\$163,468 NSCCC ELL Healthcare Pathways Grant	\$ 33,249 WIOA Federal IET Grant
Total of additional 2.2M over the next 24-36 months	

Grant funds will be used to launch MVLA Adult School's Accelerated IET Healthcare Pathways to Employment and Economic Mobility Plan



1 ASSESSMENT

IDENTIFY AND USE assessment results to make improvements to classes and programs



2 ALIGNMENT

ENSURE COURSE competencies reflect the latest standards and align student learning outcomes across all programs and classes



3 SUPPORT

INCREASE STUDENT awareness and access to support services to promote equitable outcomes



1 Embark on our next 6-year cycle using Excellence, Equity and Engagement as our guiding principles

2 Continue to reflect on our mission/purpose and expand our vision for the future. Continue to align school standards to state and national standards

3 Actively use data to assess student learning, monitor progress, inform instruction, and implement new strategies

4 Expand student support to address learning needs



MVLA

ADULT SCHOOL

MOUNTAIN VIEW LOS ALTOS ADULT SCHOOL

ACKNOWLEDGEMENTS

To our Superintendent, Associate Superintendents and our Board of Trustees for making student achievement and equity the top priorities in this district.

To our adult school leadership team, teachers, and support staff for contributing to a school culture that values academic excellence, collaboration, equity, and service.

To our students who are at the very core of why we do what we do. Your success is our success!



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