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October 11, 2004

MEMORANDUM

TO: Adult Education Directors
Community College Deans
Adult Teachers
Adult Testing Personnel
Community Based Organizations

FROM: Bonnie C. Marmor
Vice Chancellor for Workforce Education

SUBJECT: Assessment of Adult Education Students, including English Speakers of Other Languages (ESOL) and Vocational English Speakers of Other Languages (VESOL) Students

As a result of the Federal Monitoring and Technical Assistance Visit of Florida's Adult Education programs September 8-12, 2003, there are some changes for assessment and reporting of adult students effective immediately. These changes are as follows:

1. All English Speakers of Other Languages (ESOL) and Vocational Speakers of Other Languages (VESOL) students must be pre- and post-tested using either the Comprehensive Adult Student Assessment System (CASAS) (Life Skills or Employability), Basic English Skills Test (BEST) Plus, Basic English Skills Test (BEST) or the Adult Language Assessment Scales (A-LAS).

BONNIE C. MARMOR, Ed. D.
Vice Chancellor for Workforce Education

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English as a Second Language Oral Assessment (ESLOA), Tests of Adult Basic Education (TABE) and Wonderlic Basic Skills Test (WBST) cannot be used to show student progression from one Educational Functioning Level (EFL) to the next for NRS reporting purposes.

No adult education student in any discipline may be reported as completing an Educational Functioning Level (EFL) by using a checklist. All students must be post-tested to show progression. Checklists will no longer be accepted as a way of showing progress or progression. CASAS requires about 70 to 100 hours of instruction before post-testing and TABE requires about six (6) weeks between testing.

2. All adult general education students (including GED prep) must be pre-tested to show initial skills upon entry into a program.
3. If an adult ESOL/VESOL student was pre-tested using TABE prior to issuance of this memorandum, you may post-test using TABE to show appropriate gains or retest using CASAS, A-LAS, BEST or BEST Plus.
4. The TABE may be used to determine the readiness of ESOL/VESOL students to an Adult Basic Education (ABE) instructional program.
5. The Wonderlic Basic Skills Test (WBST) is currently under review by the U. S. Department of Education to determine its suitability for use under the accountability requirements of the National Reporting System. Until this review has been completed and a determination made, the WBST cannot be used to report educational level gain under NRS reporting guidelines.
6. If an ESOL/VESOL student has not been tested recently and has been promoted using a checklist, you will need to retest using CASAS, A-LAS, BEST or BEST-Plus within this school year.

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State Board Rule 6A-6.014 and the Assessment Technical Assistance Paper are in the process of being updated to reflect these changes. Please note that the changes noted above take effect immediately. We understand that these changes may dramatically impact your program operations. Please contact Robert Wofford at (850) 245-9906, or by e-mail at bob.wofford@fldoe.org if you have any questions or require technical assistance regarding the implementation of this new policy.

BCM/bwp

c: Nancy Cordill
Robert Wofford
Jane Silveria