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| jscc logo | **Goal Progress Report** |

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| **Program:** | **Adult Education/GED Preparation Program** |  **Report period:** | **2017 - 2018** |

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| **Goals** | **Request & Justification/Resources** | **Goal Progress** | **Strategies Implemented & Follow-up** |
| The Adult Education/GED Preparation Program will secure federal and state funds through a competitive grant application process. | Federal and state funds awarded by the Alabama Community College System (ACCS) were utilized. Institutional funds were used to support provide indirect services. | The Alabama Department of Postsecondary extended the program’s funding based on prior performance and personnel transition within ACCS.  | A performance-based funding formula was utilized by DPE. JSCC’s program received comparable base funding so services were consistent with previous year’s funding. No follow-up required. |
| The Adult Education/GED Preparation Program will promote effective administration of services delivered in the three-county service region. | A “Request for Personnel” was submitted to hire a Program Coordinator to assist the Director in managing the Adult Education program.  | In the interest of time, hiring was based on a temporary assignment. | The temporary assignment timeframe is expiring; this position will be posted and a formal job search conducted. |
| The Adult Education/GED Preparation Program will promote access to instructional assistance and supportive services at key locations in the program’s established service region. | Requests to expand classes in downtown Birmingham were met using additional funds provided by ACCS. Federal and state funds awarded by the ACCS were utilized. Institutional funds were used to support/provide indirect services. | 37 day and evening classes were provided at 12 sites. Residents in the program’s service area were provided access to convenient classes within a reasonable commute from their homes. | A roster of requests for services was maintained. Interested community members were invited to observe established classes in order to identify components of an effective adult education/GED preparation program.  |
| The Adult Education/GED Preparation Program will promote advancement in educational functioning levels for adults enrolled in the program. | Federal and state funds awarded by the Alabama Community College System (ACCS) were utilized. Institutional funds were used to support provide indirect services. | The program utilized the Alabama Assessment Policy, approved by the U.S. Department of Education, to establish benchmarks for promotions.  | Program staff implemented a quarterly in-service program designed to identify best practices for increasing academic advancements of learners. All instructional staff members were required to attend quarterly in-service meetings. |
| The Adult Education/GED Preparation Program will respond to community needs to provide literacy services in areas not currently served or underserved. | Federal and state funds awarded by the ACCS were utilized. Institutional funds were used to support/provide indirect services. | A new site was opened in the Kingston area with a partnership between JSCC and JCCEO, Literacy Council, and the Independent Presbyterian Church.  | The new site was established using the proven model at existing sites. Adequate instructional materials, technology, and qualified staff were secured site. |
| **Submission date: September 14, 2017** | **Submitted by: Leslie Reeves** |