



TDLS 2024

Get excited, because registration is open for this year's Technology and Distance Learning Symposium (#TDLS24)! Join OTAN and many other knowledgeable and passionate educators March 1st and 2nd, both virtually and on-site at Fremont Adult School. Broaden your EdTech horizons for two days jam-packed with as many enlightening sessions as you can handle. Learn about some of the hottest new tech trends to up your game whether you're a teacher, administrator, support staff, or fit any other valuable role in adult education. Begin with an engaging keynote speaker, Joe Marquez, Director of Academic Innovation for CUE (Computer-Using Educators), and continue with a broad variety of presenters, topics geared toward adult educators, collaboration opportunities, and the traditional Tech Slam ending. There will be a lot to choose from, new friends to meet, and time to share ideas. There is truly something for everyone at TDLS!

Register now at tdls.otan.us!



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OTAN – Here to support you!

The beginning of a new year is a great time to plan for professional development that will make an impact for months to come. Join one of these upcoming learning opportunities or participate in one of these curriculum offers to enhance your practice!



- ★ Learn more about the Digital Learning Guidance and how to create and implement impactful digital learning experiences for adult learners by joining our DLG course. There is an introduction session on February 21, and the course begins on March 6 and runs for seven weeks.
- ★ If you want to design lesson plans that integrate technology to engage, enhance, and extend learning for students, join our Triple E course which begins on March 8 and continues for eight weeks.
- ★ Although it has already begun, OTAN also runs a BEST (or Building an EdTech Strategy Toolkit) course which walks instructors through a process of designing strategic, sustainable instructional routines that leverage educational technology and are centered around factors that most impact learners.

offers for online curriculum licenses and resources suggested by our Advisory Committee and adult educators in the field.

- ★ With Learning Upgrade, learners use a smartphone-based learning program that teaches English, math, GED prep, digital literacy, and job skills, while teachers access a Learning Management System for tracking and monitoring student activity.
- ★ OTAN offers a self-paced Blended Learning course from Essential Education which starts with the basics of educational technology concepts, then provides tools and skills to blend the best edtech with direct instruction.
- ★ If you're interested in adding video and multimedia content to your instruction, sign up for our Learn360 + Classroom Video on Demand offer.
- ★ NROC's EdReady is a program that determines a student's readiness to take college-level math and/or English courses, provides the resources needed to improve math and/or English knowledge, and helps a student to manage and achieve academic and employment goals.

OTAN also works to negotiate free or reduced-cost special

Register for any of our courses at bit.ly/CalAdultEdPDcalendar and sign up for any of our curriculum offers at bit.ly/OTANCurriculumOffers

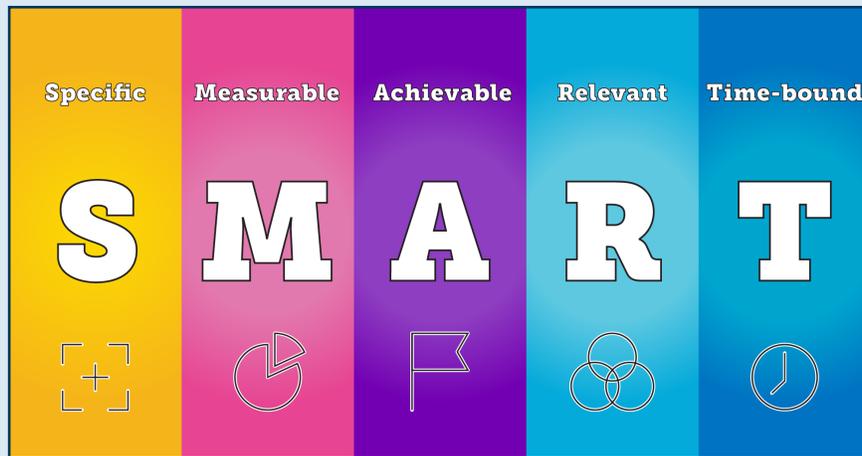
The Continuous Improvement Plan (CIP) 2023–24

The Continuous Improvement Plan (CIP) for Fiscal Year 2023–24 is a strategic roadmap designed to elevate the delivery of adult education programs and support student success. The CIP serves as a forward-looking guide, urging agencies to set clear objectives, devise specific performance goals, and implement strategies that facilitate continuous improvement in their educational offerings.

Purpose of the Continuous Improvement Plan

The primary objective of the CIP is to empower agencies to enhance the quality of adult education programs by leveraging current, relevant data.

Through this process, agencies are encouraged to set SMART goals, ensuring they are Specific, Measurable, Achievable, Relevant, and Time-bound. The CIP envisions a dynamic learning environment where agencies continuously evolve and adapt to meet the diverse needs of adult learners.



Navigating the Continuous Improvement Plan

To assist agencies in crafting effective CIPs, we have provided a comprehensive guide and a [recorded webinar](#), both accessible on YouTube and within the WIOA Navigation menu of the OAR. Dr. Zachry and OTAN staff will host a live Question and Answer session on Tuesday, February 6, 2024, at noon. Additionally, subject matter experts will conduct webinars on various aspects of CIP-related professional development. Sign up for these sessions on our [Professional Development Calendar](#).

Key Dates and Deliverables

The CIP is due to the California Department of Education (CDE) by April 30, 2024. Please review the CIP Plan Guide and webinar and develop a list of questions for the live Q and A session. We are committed to supporting

agencies throughout this process, ensuring a seamless submission by the deadline.

Utilizing Data for Informed Decision-Making

As a part of the data agencies use to develop their CIP, we always encourage the use of data from the Student Intake and the Teacher Self-Assessment Surveys. The Student Intake Survey should be administered to every new and returning student at an agency (ideally at orientation) and can be valuable for identifying the technology and learning needs of students. If appropriate, it can also be used to design CIP goals around these needs. The Teacher Self-

Assessment (which should be done yearly) is designed to identify EdTech access, competency and professional development needs among an agency's staff and can easily be tied in to the required EdTech CIP goal this year. Additionally, the Teacher Self-Assessment is going to be reworked this

coming year. As such, this year's survey has a space for all educators to include feedback about the survey itself, and their experience with it, to be included in this reworking process. Please encourage all staff to take the survey this year if for no other reason than this chance to be heard and improve the survey in the future.

Building on Success

The 2023–24 CIP incorporates valuable lessons from the past, allowing agencies to review prior data and goals. Training sessions offered through OTAN's TDLS and other scheduled events from February through April aim to equip agencies with the skills to formulate SMART goals and extract actionable insights from data.

As we collectively strive for continuous improvement, we encourage agencies to embrace the CIP as a catalyst for positive change in adult education. For any queries, reach out to your CDE Regional Consultant via email. 📧

Get Ready for Elections and Voting!

Countdown to Election 2024 has begun! Your students (and fellow teachers) have thousands of questions. For quick answers, go to [USA.gov Voting and Elections](https://www.usa.gov/voting-and-elections). Find more information for adult and ELL learners at [COABE Voter Resources](#).

- Jan 15: Iowa Democratic and Republican caucuses
- Mar 5: Super Tuesday—Democratic and Republican primaries held in fifteen states, including [California](#).
- Nov 5: [General Election](#): Vote for federal, state, and local offices, plus propositions.
- Jan 20, 2025: [Inauguration Day](#).



Because the election affects voters and non-voters, it is important to use inclusive EL Civics [COAPPs](#): [19 Task 3 and 4](#) immigrant rights; [38.2](#) levels of government; [39.5 Task 10](#) the electoral process; [45 Task 7](#) Identify legal assistance; [48 Task 18](#) Analyze and evaluate information found online. In a recent election, several conflicting propositions about the environment appeared on the local ballot; as part of their [43.2](#) projects, our students researched, promoted, and voted in a mock election with gusto.

More importantly, people are moved by [stories](#). Watch Story Corps' [A More Perfect Union](#) and encourage your students to share their own thoughts about voting. For example, Susan Gaer's students made a quick video, [Why should you vote?](#), and one of students wrote and recorded her essay: [Vote](#). Voting matters! See you at the polls! 🗳️

Submitted by
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OTAN SME
Milpitas Adult School



Enrich this timeline by including dates associated with [voting rights](#) such as the ratification anniversaries of the [voting amendments](#) (15th, 19th, 24th, 26th) plus the [1965 Voting Rights Act](#) and its amendments, for example: the [1975 Section 203](#) (multi-lingual voting materials). Celebrate the birthdays of [suffragists](#) and [activists](#) who expanded voting rights in their own communities and beyond.

Students Succeed Nomination Period is OPEN!

OTAN invites nominations of adult education learners who are successful as a result of a California adult education agency. This is a great way to recognize the hard work an outstanding student has completed in the pursuit of their personal, academic, professional goals and aspirations.

To get started, visit the Adult Education Students Succeed website at <https://adulthoodlearners.org/>. From the home page, you can read stories and watch videos from previous years by clicking on the Students tab on the website. Currently there are 319 honoree stories featured on the list from a variety of programs and California agencies.

If you prefer to search honoree stories from specific adult education agencies and/or programs, do so by clicking on the Schools and Programs tabs.

To nominate a student for the program, click on the Nomination tab. Pay special attention to the

five-point rubric at the bottom of the page which will be used to score each nomination that the panel will read. A nomination must secure a minimum score for the student's story and photo to be included on the website. Students who earn the top four scores from all nominations will each have a video story produced and will be invited to either the 2024 CAEP Summit in October or the ASCA Leadership Summit in November 2024 for special recognition honoring successful students across California.

To nominate a student, scroll to the very bottom of the Nomination page and click on the link to complete an online nomination form. Once the nomination is successfully submitted, you will receive confirmation from OTAN. The last day to nominate a student for consideration is Friday, March 15, 2024.

If you have any questions, please contact support@otan.us or call us at 916-228-2580. 📞



Accessibility Tip

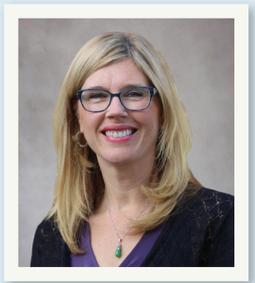
Ensuring color accessibility in presentations is crucial for inclusivity. For some visually impaired people, it can be challenging to view or read information in a presentation that doesn't have sufficient color contrast. This means that there's not enough contrast between the color of text and the color of a background that it can be easily read. Tools like the [WebAIM Contrast Checker](#) help to verify compliance with accessibility standards. Even when contrast meets acceptable standards, be thoughtful about the overall brightness of colors included in your presentation. For some people, it can be challenging or painful to view presentations with brightly colored or all-white backgrounds. Additionally, don't rely on color alone to convey meaning (such as red means bad and green means good). Some people won't be able to see the color at all, or might be colorblind and perceive the colors differently than you do. Lastly, prioritize inclusive design in order to enhance the experience for all users, regardless of visual abilities.

OTAN is committed to providing full and equal access to all. As such, OTAN follows Section 508 and Web Content Accessibility Guidelines (WCAG) 2.2 compliance. For more information on Section 508 of the Rehabilitation Act of 1973, visit <https://www.section508.gov/manage/laws-and-policies>. For more information on WCAG 2.2, visit <https://www.w3.org/TR/WCAG22/>



From the Adult Education Director

In keeping with the theme of this season's newsletter, Elevating Your Digital Journey, I want to bring awareness to a research [brief](#) recently published by American Institutes for Research (AIR) that centers around the work of diversity, equity, inclusion, and accessibility (DEIA) in adult education, and especially DEIA and the use of technology in adult education programs. The brief suggests that a focus on DEIA in adult education can impact students' access, quality, participation, and educational outcomes. Our learners have a diverse range of experiences with access and use of technology. How does that diversity impact the programmatic offerings, support, and technology tools made available to students in your programs? One aspect of equity in this context is being able to provide culturally relevant, high-quality, digital content and resources to programs. How are you ensuring that all students have access to needed technology that allows them to gain skills to be digitally resilient? Creating an inclusive and accessible digital learning environment might include flexible scheduling or making materials available on multiple platforms. How are you providing opportunities for students to engage with learning materials in multiple ways? What technology resources are available to help students reinforce their learning, stay engaged, and achieve their desired outcomes? The [linked research brief](#), produced by the Equity in Adult Education Research workgroup of the Institute of Education Sciences-funded Collaborative Research for Educating Adults with Technology Enhancements (CREATE) Adult Skills Network, further considers the use of technology in adult education and how DEIA is addressed within this context. Wherever you are in this digital journey, I encourage you to continue to be curious and to be vocal about the role that DEIA can have in elevating your adult education programs.



Renee Collins

Adult Education Director



Scan these QR codes to learn more about these exciting OTAN resources!



The Digital Learning Guidance OTAN webpage now has training materials and resources for agency professional development.



Register today for the Technology and Distance Learning Symposium 2024.