



OTAN Responds to COVID-19

As events quickly unfolded in the first half of March requiring stay-at-home orders across California in response to COVID-19, OTAN quickly transitioned to provide training and resources to support remote teaching and learning at adult education agencies. OTAN continues to support the adult education field in a variety of ways – please contact us for more information!

[COVID-19 Field Support webpage](#)

This webpage is continually updated to provide a variety of resources and information from OTAN, CALPRO, CASAS, and the CDE Adult Education Office.

[OTAN Resource Guide](#)

This Google Doc (also accessible from the COVID-19 Field Support page) lists a variety of instructional materials organized by topic to help support remote instruction.

[California Adult Education Professional Development calendar](#)

This calendar lists upcoming webinars from OTAN and other providers on a variety of instructional and administrative topics.

[California Adult Education Courses](#)

Moodle site – OTAN provides access to online courses that teachers can use with their students.

And follow OTAN on social media – [Twitter](#), [Facebook](#), [LinkedIn](#), and videos on our [YouTube channel](#)!

Thank you California adult education and your work to support your students and communities!

OTAN and COVID-19 Response



Wow, how the world has changed since our last OTAN Connections Newsletter! This edition is dedicated to the amazing work and efforts of the adult education field in California and beyond. Find within these pages stories from the field on their efforts to successfully connect with learners and teach remotely in a matter of just a few days. The California Department of Education, Adult Education Office (CDE AEO) worked quickly to ask OTAN and the other state leadership projects (CALPRO and CASAS) and the California Adult Education Program to provide support and resources for teachers and administrators to meet this challenge. These efforts resulted in the new [COVID-19 Field Support page](#) offering information and materials to help teachers and administrators keep programs running and learners engaged.

this newsletter, OTAN offered or has scheduled over 75 webinars directly related to supporting teachers and administrators.



OTAN worked with CASAS on strategies to capture distance learning data in TOPSPRO Enterprise (TE) and other considerations when implementing distance learning. CALPRO offered sessions on increasing equity in online learning and other resources, and OTAN hosted multiple webinars on useful technology tools, provided direct one-to-one support to teachers, and invited several partners and other providers to share their online resources with the field.

Please take a moment to review the information provided on the [COVID-19 Field Support page](#). You will find resources on the tools and websites, links to recorded webinars, and other handouts and presentations. If you need help or resources, please reach out for [support](#). We are here to help. As always, stay safe, stay strong and stay healthy. 🧡



The COVID-19 Field Support page offers anyone interested in finding information as it relates to remote teaching, capturing learner attendance, creating learning environments for students, and providing support to teachers. Between March 17th and the publication of

Inside This Issue:

- ★ Stories from the Field
- ★ TDLS20 – Before the Storm!
- ★ New OTANians



Stories from the Field

From Quarantine to Quaranteam

Weighing on my mind March 12 was how to commence the spring term at Acalanes Adult on March 16, providing education for students and supporting staff needs. Students were already tested for our ESL program, others relying upon us for their high school diploma program, and our fee-based students had registered for classes... what do I do?

OTAN was the answer I needed. Having received an email on upcoming online training, I emailed staff, offering the opportunity to attend and learn new tools to transition from face-to-face to online instruction. Staff registered and shared their learning on how to implement new skills to provide courses online to students. By March 18, staff were ready to teach via Zoom.

Teachers contacted all students, shared information on logging in for the first class, and the lessons began. We could not have accomplished this within six days without the willingness of staff to share their love of teaching with students and be there for their needs. We have had the full support of our District Office and our technology department, who continually provide technical support.

*Submitted by
Steven France, Director, Acalanes Adult Education*

CDCR's Adult Learning During COVID-19

During this time of COVID-19 uncertainty, instructors across the nation have quickly and efficiently transitioned to distance learning. Similarly, instructors in the thirty-five schools of the California Department of Corrections and Rehabilitation (CDCR), Office of Correctional Education (OCE) have met the educational needs of their students.

CDCR's students are continuing academic and vocational education through college correspondence, e-Learning opportunities, and career technical education (CTE) and cell front education in Adult Basic Education (ABE) and Adult Secondary Education (ASE). OCE administrators, in collaboration with regional academic coaches, prepared a Best Practices Guide, consisting of research articles, website links, lesson plan templates, online professional

learning opportunities, print-ready lessons and independent study packets, and instructional resources for ABE, ASE, CTE, post-secondary, Transitions, physical education, and Student Support Services. Sites also received library and paging service resources aligned to social distancing guidelines.

CDCR made unprecedented efforts to provide educators with remote but secure access to OCE's learning management systems and online conferencing platforms. OCE leaders arranged for on-going webinars on literacy best practices. Academic coaches have used the tools to lead virtual PLCs, guide teachers in using newly adopted textbooks, and unpack academic standards.

*Submitted by
Dr. Marla Clayton Johnson, Supervisor of Academic Instruction, CDCR OCE*

Where Have All the Students Gone?

That was our question when we reviewed participation rates following our sudden transition from classes on site to remote learning as a result of COVID-19.

After hearing the challenges teachers and students were having, we realized the importance of outreach. Beginning with teachers and office staff, we worked with the district to set up Teams. We asked instructors what they were doing and what was working; based on feedback, teachers were selected to share best practices with peers online. Presenters shared contact information so those interested in using particular tools could get support to implement new strategies.

Our office staff became a vital connection between students and instructors, working from campus and remotely, contacting close to 3,000 students. Calls were time consuming; however, the investment in people was worth it. Students and instructors are grateful, participation is increasing, and those making calls have a new appreciation for how resilient our students are and better understand their challenges in the wake of COVID-19.

Personalized support is essential. Our administrative team is proud of staff for their tremendous level of support and encouragement.

(Continued on Page 4)

TDLS20 – Before the Storm!

OTAN's Technology and Distance Learning Symposium is a two-day event held every year where adult educators learn and practice how to use technology. TDLS 2020 was held on March 6 and 7 at Charles A. Jones Education Center (CAJ) in Sacramento. The Symposium this year made it under the wire just before the COVID-19 stay-at-home order began. Attendees learned many new skills that would be put to immediate use in the following weeks as programs converted to "remote learning."



The Symposium was jam-packed with an average of 180 attendees each day with over 55 sessions (both new records!) There were also quite a few "side sessions" where participants gathered during breaks to discuss and try the new technology skills they had just learned. Everyone learned something new!

Josh Davies' dynamic keynote was a crowd-pleaser where he discussed topics like work ethic and acquiring technology skills along with training and leadership approaches. Sessions filled the rest of the Symposium, most of them hands-on, with topics like Digital Warm-Up Activities, Teaching with Youtube, the TDLS-cape Room, and Tech Troubleshooting for Teachers. With plenty of hand sanitizer at every station, all of the presentations were well received leaving the attendees asking for more. In addition to the Keynote Address, several workshops were also videotaped. Videos and resources from presenters will be available soon at: tdls.otan.us.

OTAN would like to thank the CAJ administrator, teachers, tech crew, and setup staff for being gracious and accommodating hosts. Their attention to detail—from hand sanitizers and room setups to providing access to a robust WiFi connection—was greatly appreciated by all.

OTAN also hopes to see you at the next Technology and Distance Learning Symposium in 2021! Check the OTAN site (www.otan.us) for announcements on dates and location - until then, keep well and keep safe. 🌐

New OTANians

OTAN welcomes two new Project Specialist II, Programming/Application Developers to the team:

Inna Linnyk has joined OTAN from American River College, where she worked for five years designing and developing web applications for college staff and students. She is continuing to develop web applications; one of the projects she has worked on since coming on board is the Evaluation for WIOA applications. Inna loves to spend time outside. In addition to hiking, skiing, and tennis, she loves to tend to her little backyard garden.



Inna Linnyk
*Project Specialist II,
Programming/Application
Developer*

David Sheets was previously with Elk Grove USD, providing support to their financial and student support systems and their encompassing websites. His current projects with OTAN include enhancing the OTAN front-end and back-end systems, and updating code to .NET. In his spare time, David loves snowboarding, hiking, boating, camping, bike riding, and skateboarding.



David Sheets
*Project Specialist II,
Programming/Application
Developer*

Please join us in welcoming Inna and David to the OTAN family! 🌐

Stories from the Field (Continued from Page 2)

In the spirit of adult education, staff and students have risen to the challenge and are persisting as new skillsets are being developed and barriers overcome.

*Submitted by
Cindy Gleason, Principal, Fontana Adult School*

Returning from Spring Break

Just before spring break, we learned that all classes were to be cancelled. During break, we discovered that we would not return to “normal” classes as hoped. Our whole staff agreed that our first priority was to take the time to contact every student. We wanted every student to know we were still open, ready to serve them. As a result, we see high levels of student engagement from those we were able to connect with.

We used email, texts, and phone calls to let students know we cared about them, and it paid off. Mrs. Nixon went to Jack in the Box to visit her students who worked there and let them know she was thinking of them. Mrs. Stewart began checking Odysseyware frequently to catch students when they logged in to acknowledge and praise them for their work. Several teachers expanded their use of Google Classroom. Mrs. Schmidt coordinated three-way meetings, connecting students with teachers who are subject matter experts supporting their advancement.

We also care for each other as well. Teachers and administration are meeting virtually to share quarantine tips, struggles, successes, and toilet paper sightings. Addressing COVID-19 has validated our belief that for adult learners, the positive relationships and support we provide is as important to students as the content and knowledge they obtain.

*Submitted by
Dana Carter, Principal, Yucaipa Adult School*

Winter vs. Spring

What a difference a couple of months can make! In the Winter Newsletter, OTAN staff were preparing for TDLS on March 6th and 7th. TDLS happened and was fantastic! Less than two weeks later, our world was changed. We had to find ways to help our students continue their learning, we had to figure out how to work from home, and we had to find methods to teach in a distance learning environment. Well, we have done it and are continuing to do so. Over 90% of the survey responses noted that learning for students was continuing...it just looks different! Thanks to OTAN, CALPRO, and CASAS for coming together to provide support to our adult education field. We are in this together and each and every day you continue to make a difference for students.



Stay Healthy!

Dr. Carolyn Zachry
State Director of Adult Education

From the Adult Ed Director

Since the onset of the COVID-19 pandemic, our adult education community has had to innovate, flex, support, and connect in new and expanded ways. Most adult education agencies report having successfully shifted to providing quality, distance learning options for students. And, these shifts have been possible because of the network of state leadership projects that exist to support adult education as well as through a deep culture of collegial sharing. It's during this unique time in history that I get to introduce myself as the new Director of Adult Education for Sacramento County Office of Education (SCOE). I will lead two of our state leadership projects, OTAN and CAEP TAP, that operate out of SCOE. I will also be a member of and support the Capital Adult Education Regional Consortium (CAERC). I come to this position with over twenty years of instructional leadership at the county, district, and agency level in areas of adult education, student programs and services, and career technical education. I look forward to the opportunity to work with many of you as we move forward together!



Renee Collins
Adult Education Director