Final Report
Spring 2024

Submitted By Team Triple M

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East Side Union High School District is located in the east region of City of San Jose. Our district is rich in cultural diversity with over 80% of the population speaking a primary language other than English. There are 56 native languages spoken by the residents of the East Side educational community making East Side Adult Education the largest adult school in the South Bay Consortium for Adult Education with a 2023-2024 allocation of approximately $8,433,123. For the school year 2022-23, there are more than 4,800 enrolled students at East Side where ESL served as the largest department with 3,306 active students so far. Female students averaging around 60% and male students averaging close to 40%. Our enrollment by ethnicity continues to be predominantly Asian and Latino, with the Asian population being slightly higher than the Latino population.

46 ESL classes are offered this semester with only one Distance Learning and 2 Zoom classes, most of the classes are instructed in person in classrooms with top-edge technology. The students are provided with Chromebooks, free school Wi-Fi, Burlington English, and plenty of learning resources. About 70% of the ESL students fall in levels from Beginning Low to Intermediate Low who are low in language skills as well as digital literacy skills, these students are among the groups needing the most help in using technology.

Maricel

Using and encouraging strengths has been a big part of our project. In my case, learning new skills is important for growth and strengthening the mind, but building a project with the skills we already have makes for a more successful outcome.

The original plan was to have training and learning materials accessible via the website and Youtube. This included student orientation videos and teacher job aids that would help make Canvas more approachable. However, after a conversation with the school's webmaster, the steps to include those items on the website is more complex.

Instead, training materials for professional development continued to be the main focus. Professional development at the beginning of the semester was recorded. One was successfully uploaded complete with activities, knowledge checks, and survey. The other recordings are still in progress. Since topics (Adult Education and Tech Apps) are universal, they can be made available by the beginning of the new semester as refreshers.

Michael
Canvas accomplishments to date

- Teachers using Canvas rose from 7 at the beginning of DLAC to 17 this semester. Students registered in our Canvas instance and enrolled in a course increased from under 100 to over 400 during the same period.
- Administrative refinements: integration of apps, improved account structure and use of terms to provide more accurate data, experimentation with multiple student registration and enrollment methods as we do not use SIS, improved use of Analytics
- Improvement to teacher onboarding process through integration of Canvas Training Portal on-demand and live webinars as a replacement for our outdated "growing with canvas" teacher PD course
- Movement away from one size fits all professional development to differentiated support of teachers through one-on-one training sessions and targeted and timely screen capture instructional videos
- Experimentation with pre-made Canvas shells, both from Canvas Commons and Educational Publishers - both as stand alone courses and as material to curate and incorporate in teacher designed shells
- Integration of Canvas Badges credentialing system. Creation of an ESL program completer badge.

Northstar accomplishments to date
- One year pilot with 3 teachers in the ESL Department at levels IL, IH, and AL
- 99 unique users, 228 learning hours, 841 assessments taken, 319 assessments passed
- Student acknowledgement of the value of the digital literacy lessons, relative ease of navigation with user interface
- Administrative approval to continue with Northstar in the upcoming academic year with $500 spent for 500 licenses
- Integration of Northstar digital literacy lessons on Google Docs and Using Email with EL Civics COAAPs and CASAS writing assessments

Canvas and Northstar Next Steps
- Refined onboarding of new teachers, using the Canvas training Portal, Pre-made or blue print shells, and individual support in initial course creation. Some extra duty funding will be needed. Within reason, but without a specific budget, Canvas administrator has been given some authority to judge teacher needs and deliver professional development as needed.
- Continued investigation and dissemination of Canvas Best Practices, and an improved dialogue between teachers about how best to integrate Canvas in their course design and lesson planning. Expansion into other departments, particularly CTE.
- Northstar will be an official part of the ESL hybrid courses. At a minimum one new teacher will be using the software.

<u>Michelle</u>

OTAN trainers came to East Side for 4 sessions of Blended Learning training in Spring 2023, our teachers learned about different blended learning models, online formative assessment tools, as well as online content creation and delivery. This semester, ESL department is piloting 5 Hybrid classes using Blended Learning approaches with 4 in-person sessions and one asynchronous session each week. Teachers collaborate once a week for best practices, student attendance is recorded based on the amount of completed online homework, tech support is provided in the lab for students who need access to the device. A student survey was sent after 3 months of implementation, survey results from 91 respondents show that 57% of the students need help to do the online homework, 44% of them need to learn typing, 57% of them think their computer skills have improved since the online classes started, and 48% of the students want to continue to take hybrid classes in Fall. The data was submitted to the administrators for a project outcome evaluation.

<u>Post-DLAC: Next Steps for East Side Adult Education</u>

Having digital leaders in close proximity to teachers that need help would build an expanding digital community. A needs assessment could be conducted regarding the teachers' digital needs so that digital leaders can be trained to address those needs. Ideally, digital leaders would help build confidence levels and resilience in digital literacy.

We can create a sandbox to build skills that will help teachers commit to digital leadership.

Digital Leadership could look like:

When?	Purpose	Action
May 2024/ Fall 2024	Based on faculty survey, determine what a digital leader looks like	Create a Google Forms Create a checklist of prospective skills a digital leader should have
Fall 2024	Hybrid classes	Continue the ESL hybrid classes
Fall 2024	Find/ survey potential digital leaders	Identify potential digital leaders and reach out to them
Spring 2025	Train leaders	Digital Leadership Academy! *Teachers can earn a "Digital Leader" badge

Fall 2025	Digital leaders are now available!	

Summary:

      It was a two-year journey for our team. We appreciate the support from OTAN and the other adult schools who have shown us that we have a unified mission to support adult schools.