

2011-12 SECTION 107 PERFORMANCE OBJECTIVE REPORT INSTRUCTIONS:

AUTHORITY: Act 94, PA 1979 as amended.

COMPLETION: Required. (Failure to file by the required deadline will result in reduction of funds.)

REPORTING REQUIREMENT:

Under Section 107 (11) of the 2011-12 State School Aid Act, adult education funds are paid to a school district as follows: 90% for enrollment of eligible participants and 10% for achieving the following specific performance objectives:

- ABE: Achievement of at least one GRADE level in reading or math as determined by an Office of Adult Education approved pre- and post-test assessment.
- ESL: Achievement of basic English proficiency (Attainment of highest CASAS assessment scores as follows: Reading and Listening - 236 and above; Writing - 261 and above)
- GED: Either passage of one or more individual official GED tests, or obtained GED
- HSC: Either passage of a course required to attain a high school diploma, or attainment of a high school diploma
- OR Category: Completion of a course and demonstration of proficiency in the academic skills to be learned in the course, as applicable. (A course is defined as a class approved by the local school board for adult education participants. Proficiency is defined as passing the course and the mastering of the skills required for the class.)

The 2011-12 Section 107 Performance Objectives Report is for reporting the total full-time equated (FTE) count for Section 107 funded adult education participants achieving performance objectives for the 2011-12 program year (July 1, 2011 - June 30, 2012). Head Count and FTE information are required.

All Section 107 funded FTEs are required to be entered into the Michigan Student Data System (MSDS). IN ADDITION, ALL adult education participants served are required to be entered into the Michigan Adult Education Reporting System (MAERS), regardless of the number of instructional hours or lack of educational gain or goal attainment, or whether or not the participant was counted for any count date.

For questions regarding calculations of FTE or Section 107 payments, please contact Sandy Thelen, Office of Adult Education, at (517) 373-3395 or by email at thelens@michigan.gov.

INSTRUCTIONS FOR COMPLETING THE SECTION 107 PERFORMANCE OBJECTIVES REPORT:

- Data related to participants meeting performance objectives is required under Section 107(11)(b).
- Include on this performance report ONLY Section 107 funded participants/FTEs counted for 2011-12 count date(s).
- On the left side of the report, indicate the number of participants enrolled/counted in each program of enrollment (unduplicated head count within each program of enrollment) and the full-time equated (FTE)

figure that is credited for that participant as reported in the MSDS for the program year. An individual must be enrolled and counted for Section 107 participant eligibility in order to be counted for these purposes.

- On the right side of the report, indicate the number of participants achieving the performance objective (head count) and the full-time equated (FTE) figure that is credited for that participant to reach the objective during the specific count date period(s) within the program year.
- The total number of enrolled FTEs reported on the left side of the report must be consistent with the count date information reported into the MSDS.
- MSDS count date information is provided at the bottom of the report. If your district's MSDS data is inaccurate, your district is required to make corrections to MSDS through your ISD. An analysis of the data in MSDS and the performance objective form will be completed and adjustments will be made to the FTEs reported as needed.
- The number of FTEs reported for a specific participant meeting the performance objective cannot exceed the number of FTEs reported for enrollment/count date.
- Meeting the performance objective for the program of enrollment is determined/reported for each individual count date as applicable, (July, October, February, April) that the participant is enrolled/counted for participant membership.

Example: A participant is enrolled/counted in GED for the October (.5 FTEs) and February count (.5 FTEs). For the October count, the participant did not meet the performance criteria, but did meet the performance criteria for the February count. The participant would be reported on the performance report as enrolled (head count=1 and FTE=1), and for performance would be reported as met performance (head count=1 and FTE=.5).

- For participants enrolled/counted and meeting performance in more than one count date in the SAME program of enrollment, the Head Count data should be non duplicative and the FTE data should be aggregated. Example: If a participant was enrolled/counted for .27 for both October and February count dates and met performance for both count dates, this participant would be reported as head count=1 and FTE=.54
- For participants enrolled/counted and meeting performance in more than one count date in DIFFERENT programs of enrollment, report the participant as one head count in each program of enrollment and the FTEs for each program of enrollment, as appropriate. Example: If a participant was enrolled/counted in October for .27 in an ABE program, and was then enrolled/counted in February for .58 in a GED program, and met performance for both periods, this participant would be reported as Head Count=1, FTE=.27 in the ABE program of enrollment, and also as Head Count=1, FTE=.58 in the GED program of enrollment.