



Deaf ABE Future Plans and Issues

6.1 – Top Five Changes or Areas of Improvement

#	Change or Area of Improvement
1	Require staff to attend & complete professional development sessions and gain 25 CEUs by June 2016
2	Implement and maintain an Adult Diploma Program for Deaf/Hard of Hearing learners.
3	Coordinate relocation of main office to a transit-oriented location central to Minneapolis and Saint Paul in 2015-2016
4	Increase community awareness of Deaf ABE through recruitment, outreach, and networking throughout five years
5	Create benchmarks and educate both teachers and students about the importance and relevance to implement in 2015-2016

6.2 – Strategies: How do you plan on addressing these changes or areas?

#	Strategy	Led By	Who Is Involved	Resources Needed	Timeline	Outcome(s)
1	Enforce staff engagement by providing PD opportunities at the beginning of the school year	Coordinator	Coordinator	Availability of PD opportunities	Oct 2015	Some staffers are involved in some PD activities, need to encourage others to participate.
	Report back to the entire group on what they learned	Teaching Team	Teaching Team	Staff meeting time availability to explain what they learned to the rest of team	Continue periodically throughout school year	Teachers will be responsible for their learning by educating their colleagues
	Offer mini-workshops and additional PD opportunities to staff	Coordinator	Coordinator & Teaching Team	Access to additional PD opportunities	Jan 2016 - May 2016	Staff will receive PD relevant to their needs
	Evaluate staff participation and results by using a survey at end of school year	Director	All staff	Develop evaluation plan	End of Spring 2016 Term	Administration will have a better understanding of staff PD needs
2	Apply to be an Adult Diploma Program (ADP) site through the Minnesota Dept. of Ed.	Director & Coordinator	Director, Coordinator & applicable staff	Program requirements, past ADP applications, staff time	Summer 2015	Administration will gain knowledge needed to apply for ADP and complete an inspiring application.



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	Hire and/or appoint current staff with K-12 or ABE licenses to assist in implementing and maintaining the ADP.	Director & Coordinator	Applicable teaching staff	Interview/ planning time. Orientation if needed.	Summer 2015	Qualified staff will be in place to teach ADP competencies.
	Attend required monthly trainings.	Coordinator and teacher(s)	Coordinator and teacher(s)	Time and money for trainings.	Ongoing through 15/16	Teachers and administration will have the skills and knowledge needed to maintain the ADP.
	Establish and implement the ADP through appropriate enrollment and advising practices, instruction and evaluation.	Coordinator and teacher(s)	Coordinator and teacher(s)	Time, materials, monthly staff meetings	Ongoing	Deaf ABE will successfully enroll and begin the diploma process for 2-5 students.
	Partner with Metro Deaf School to offer local district diploma	Director	Director and MDS board	Meeting time, Memorandum of Understanding	After approval	Deaf learners will receive both a state diploma and a diploma recognized by a local school district.
3	Coordinate and relocate main office to a transit oriented place - central to Minneapolis and Saint Paul	Director	Director & Coordinator	Realtor for NPOs	December 2015	Identification of potential sites to house CSD main office/classroom
	Conduct a survey to current students and staff on what they look for in a new location	Director	Director	Survey, time to administer and analyze	December 2015	Receive constructive feedback about students' and staff's needs for an ABE location
	End current lease in Little Canada as of May 2016	Director, with HQ staff support	Director	Outreach and awareness of new class	May 2016	Students have since expressed interest, number currently stands at seven students
	Move into new space	Director	All Staff	Moving Cos	May 2016	Newly accessible location for staff and students
	Host grand opening event	All Staff	All Staff	Time to plan and advertise	June 2016	Students, staff, partners, and stakeholders will become aware of new



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						location
4	Work with HQ's Marketing and a current volunteer to update website and materials	Director, Coordinator	AdHoc Committee	Time and maintenance	Ongoing through 2016	HQ, Deaf ABE staff, and volunteer will identify issues and needs for the website and determine potential marketing strategies.
	Organize and implement a quarterly e-newsletter for stakeholders	Director, Coordinator	All Staff and Students	Content from all staff and students	Ongoing through 2016	Quarterly newsletters will be sent to stakeholders
	Identify potential partner CBOs and other service agencies to enhance awareness of ABE programs	Director	Director & Coordinator	Research time	Ongoing through 2016	Student recruitment will increase
	Outreach & Networking based on identified list	Director	Director	Materials and opportunities to network	Ongoing through 2016	Students will be reached at appropriate sites
	Evaluate effectiveness of outreach and networking	Director	Director	Analysis of enrollment numbers and collaborations with other programs	June 2016	Constructive feedback will be received about our outreach efforts
5	Create learner benchmarks based on assessments, CCRS, ACES-TIF, and the NorthStar Digital Literacy Standards	Coordinator	Coordinator and teacher(s)	Identify benchmarks set forth by CASAS and other evaluations	July 2015	Each class will have a set of benchmarks that teachers and students can adhere to
	Share benchmarks with staff—educate them about importance and relevance	Coordinator	All staff	Time to put together benchmarks	July/August 2015	Teachers will be more knowledgeable of standards and have an appropriate guide for classroom instruction
	Share benchmarks with students—educate	Coordinator	All staff	Time in	September	Student will have clear



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them about importance and relevance			classrooms	2015	goals to work toward and have a better understanding of the Deaf ABE program
Implement benchmarks to program	Coordinator	Coordinator & Teachers	Benchmarks incorporated into daily teachings	September 2015	CCRS, ACES-TIF, and NDLS will be successfully implemented in to the classroom
Evaluate the effectiveness of benchmark implementation	Director	Director & Coordinator	Evaluate results	December 2015 and June 2016	After piloting the benchmarks, staff will know the strengths and weaknesses can decide how to improve.