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To: EPE Funded Programs
From: Robert L. Purga, NYS Director of Adult Education
Re: Fast Track Programming Updates

In November, 2018, I released a guidance memo on newly implemented Fast Track programming under Employment Preparation Education State aid. This memo contains a number of updates and clarification. If any EPE funded program that is not already approved for Fast Track programming is interested in offering this option in FY2018/2019 contact me at Robert.Purga@nysed.gov.

History of Fast Track Funding:

In FY2018/2019, up to \$13 million of the \$83 million Employment Preparation Education (EPE) State Aid appropriation has been reserved to support a new initiative. Deputy Commissioner Kevin Smith has charged ACCES-AEPP with comprehensively raising HSE preparation results.

The four objectives of this new initiative are to:

1. Connect more walk-in examinees who were unsuccessful on the TASC test with HSE preparation programs;
2. Build Fast Track instructional opportunities for TASC test takers or students who score between 400-500 on the TASC subtests or are unsuccessful on the TASC Readiness assessment;
3. Significantly raise TASC math sub-test pass rates across the State; and
4. Significantly increase the effectiveness of HSE preparation throughout the State.

Accountability under Fast Track funding:

The National Reporting System (NRS) guidelines will not be applied to this portion of EPE funding and new performance metrics will be used to better assess the effectiveness of this funding. Specifically, the following is a list of those NRS rules that will **not** apply to Fast Track programming:

1. No NRS requirement that students must attend 12 hours before they count;
2. No valid pre or post-test requirement;
3. No Educational Gain calculated;
4. No TABE testing requirement. All participants must be tested with the TASC readiness assessment forms 6 or 7;
5. No requirement for diploma recipients to be from NRS Levels 5 or 6. Students may be served at lower levels than required by NRS;
6. No employment follow-up for students/test takers; and
7. No requirement for HSE diploma recipients to be tracked for employment or postsecondary training

Areas eligible for Fast Track funding (must have NYSED approval):

- Fast Track GRASP Math distance education packets published by NYSED/CUNY;
- Six (6) hour intense math instruction sessions made available evenings and Saturdays;
- Two x Two sessions where two sub test (one math and one other sub area) areas of instruction will be offered;
- Test taking skills and strategies, including reduction of test anxiety;
- Computer based testing skills and strategies;
- Community outreach campaigns aimed at public TASC test takers;
- Other customized Fast Track strategies designed by program staff (with NYSED approval)

EPE programs must have approval from NYSED to provide Fast Track funding on an annual basis. If a program is interested in pursuing this type of funding, please contact NYSED.

GRASP Math Fast Track packets:

The math HSE curriculum specialist at NYSED has identified eight (8) distinct areas on the TASC math subtest where students/test takers are struggling. These areas are well represented on the TASC test and relatively easy to remediate in Fast Track approaches. This year NYSED has invested funding as part of the overall NYSED/CUNY Master Teacher training to create these eight (8) math modules and then provide targeted Master Teacher training. These modules may be utilized in traditional classroom settings or in a specific Fast Track GRASP Math distance education model. There is no pre-requisite training required to utilize these packets. Programs do not need to be certified as GRASP Distance Education to utilize these packets. Those approved for Fast Track funding should begin using the packets as they are released.

The eight (8) modules are very dense with instructional material so **they have been separated into two packets per module**. Within each packet, the students are guided through a learning process customized to mimic the construct of the TASC HSE test. In addition, each packet includes instruction on the language associated with each topic area. The packets are constructed to provide two weeks' worth of work for the student. A new packet will not be distributed until a two week period has passed at a minimum. Students may take longer to return the completed work. Below is the list of the eight (8) modules and a total of sixteen (16) packets that will be available to your students:

- **Density**
 - Part 1, Part 2
- **Rigid Transformations: Shapes on a Plane**
 - Part 1, Part 2
- **The Power of Exponents**
 - Part 1, Part 2
- **Lines, Angles, & Shapes: Measuring Our World**
 - Part 1, Part 2
- **Evaluate Algebraic Expressions & Solve Simple Equations**
 - Part 1, Part 2
- **Linear Functions**
 - Part 1, Part 2
- **Non-Linear Functions**
 - Part 1, Part 2
- **Statistics and Probability**
 - Part 1, Part 2

Currently, the **Density** (Part 1 and Part 2) and **Rigid Transformations** (Part 1 and Part 2) packets are complete and are available electronically. The RAEN Director in your region will provide the link to these packets. Please contact the director for this information. Our RAEN directors are well acquainted with the Fast Track GRASP Math packets. All remaining packets will be released once complete with the final packet being released by April 1, 2019.

To further incentivize the adoption and use of these modules and packets, when each one of these NYSED Fast Track GRASP Math packets (either Part 1 or Part 2) is completed, programs will claim **24 contact hours** (a “4” will be recorded in ASISTS).

Example:

Density Part 1:

- Student is given the electronic copy
 - Student completes the work in Density Part 1
 - This time period must be a minimum of 2 weeks
 - Could be longer if student needs more time
 - Attendance for the packet cannot be recorded until the packet work has been returned by the student
 - Program records “4” contact hours in ASISTS
 - Fast Track GRASP Math class coded for Distance Education
 - The 4 entered is multiplied by 6 automatically in ASISTS
 - The program receives 24 contact hours under EPE Fast Track
 - The program is reimbursed for 24 contact hours on SA160.1

Face to Face Tutoring Time:

Students will also be allowed to attend in-person tutoring in traditional settings for up to 6 hours per week; this is double the number of contact hours generated by the other NYSED GRASP Distance Education program. Another major difference is the ability for students in the Fast Track Math GRASP to be concurrently co-enrolled in traditional instruction. There are distinct differences between NYSED GRASP Distance Education and the GRASP Fast Track Program. The following table contrasts these differences:

NYSED Distance Education GRASP	NYSED Fast Track GRASP Math
The program must have approval from NYSED to provide GRASP Distance Education	The program must have approval from NYSED as a part of the EPE application to utilize the Math GRASP packets as Fast Track
The teacher must be certified in GRASP (completed training through the RAEN)	All teachers certified in adult education may employ the use of Fast Track GRASP Math packets
Students must meet minimum criteria – Grade Level Equivalent = 8 th grade	No minimum grade level required, students must be provided the TASC Readiness Assessment
Teacher customizes each GRASP packet per the needs of the student (EEP)	Math GRASP packets <u>cannot be altered</u> , they are complete at issue and cannot be manipulated
Student must be pre and post tested	Fast Track students do not need a pre or post test
A “2” is entered into ASISTS for each completed GRASP packet	A “4” is entered into ASISTS for each completed Fast Track GRASP Math packet
Student may attend up to 3 hours of face to face tutoring each week	Student may attend 6 hours of face to face tutoring each week
Student <u>cannot</u> be co-enrolled in Distance Education and Traditional Education concurrently	Student is free to attend Traditional Educational classes while receiving Fast Track GRASP Math packets

The students recruited to participate in this initiative will be coded and tracked separately in ASISTS. Any program providing Fast Track programming, as noted on their EPE Funding approval letter, must review the recorded tutorial that can be found at the following link (recommend to copy and paste into your browser). The tutorial is approximately 20 minutes long.

<https://cstraen.webex.com/cstraen/ldr.php?RCID=721e681fb92bfbe2832b97d930b7e08d>

It is strongly recommended that all EPE funded programs intending to implement Fast Track programming view the tutorial along with their data management staff. Questions related to Fast Track programming can be directed to Rosemary Matt at Rosemary.Matt@cayuga-cc.edu.

Cc: ACCES-Adult Education Regional Staff
RAEN Directors
Rosemary Matt