



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

**Adult Education Unit
State Technical Assistance Review (STAR)
Final Post Review Summary**

Program Name: **Northland Pioneer College**

Program Administrator: **Heidi Fulcher**

Date: **September 8, 2006**

ADE/AE Team: **Wilda Theobald, Sheryl Hart,
Miriam Kroeger**

Background Information:

The State Technical Assistance Review (STAR) promotes program improvement efforts between the Arizona Department of Education, Adult Education Unit (ADE/AE) and the Adult Education programs it funds. The STAR is based on the Adult Education Indicators of Program Quality (IPQs), mandates by federal [Workforce Investment Act, Title II, Sec. 223(a) (2) (5)] and state [ARS 15-232 (2)] statute, and the Arizona State Plan for Adult Education.

Process Summary:

It is expected that local program personnel will have reviewed and assessed their programs thoroughly in preparation for the STAR visit and will have had verifying documents readily available and organized for examination by the STAR team.

During the STAR, the ADE/AE team worked with local program personnel to examine the operational and education issues identified in the STAR Program Preparation Guide and ADE Report Form (rev. 7/04), which can be found at [://www.ade.az.gov/adult-ed/instructorresources.asp](http://www.ade.az.gov/adult-ed/instructorresources.asp).

A draft STAR report is reviewed and left with the local program at the end of the visit whenever possible. The program and ADE/AE team have the opportunity during the presentation of the draft report to clarify any issues necessary and to present additional documentation. ADE/AE will accept documentation from the program for a week after the presentation of the STAR draft report in support of noted deficiencies.

The program will receive an official STAR report after review and approval by the Deputy Associate Superintendent.

Using the STAR for Program Improvement:

The STAR report will provide the program with valuable data for program improvement. By comparing overall ratings of areas in the STAR, prioritized plans for program improvement can be made. Lower rated areas should be given a higher priority for attention. (Ratings for specific directives within each function area should be noted as well. Is there a specific problem in the functional area or is it a more generalized issue?)

Based on STAR findings, an ADE/AE liaison will be assigned to the local program for technical assistance to aid in the program improvement process. Expectations for this process are that the local program and ADE liaison will cooperatively design a timeline and action plan for improvements. The liaison will support the local program as it works through the mandated and recommended program improvements noted in the STAR.

Karen Liersch
Deputy Associate Superintendent

Action Plan and Timeline

Program Name: Northland Pioneer College

Program Administrator: Heidi Fulcher

Date of STAR Visit: April, 2006

Program Liaison: Paul Franckowiak

| Area | Commendations | Recommendations | Deficiencies | Timeframe for Improvement* |
|--|--|---|--------------|----------------------------|
| Program Planning | | Involve <u>all</u> staff in program planning process. | | |
| Program Operations and Administration | Efforts have been made to create up-to-date, technologically integrated policy manuals. | | | |
| Community Interaction and Recruitment | There is a positive relationship between the program and county WIA offices. The program has hosted community focus groups. | | | |
| Curriculum and Instruction | | Choose a learning style or disability screening tool and use program-wide. Develop ways to incorporate group instruction into ABE/ASE courses. Apply ELL standards to help guide basic reading instruction for those Native American students who are struggling. | | |
| Retention and Support Services | The program has made assistive technology available at many class locations. The attendance tracking system in use meets the unique needs of the program. The program has been creative in using rewards to encourage student persistence. | Encourage college recruiters to visit community sites to facilitate the transition of adult learners into post-secondary opportunities. | | |

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|--|---------------|---|--|----------------------------|
| Staff Development | | Use technology in professional development activities to connect staff. Regular dialogue between staff will facilitate program improvement on many levels. | No regular, program planned schedule of staff development activities is in evidence. | |
| Federal Core Goals Attainment | | | | |
| Special Considerations and Requirements | | Make FERPA regulations available to students. | | |

* To be negotiated with Program Liaison

ADE STAR Team:

Wilda Theobald

Sheryl Hart

Miriam Kroeger

