TDLS–Save the Dates

The Technology and Distance Learning Symposium will take place on March 1–2, 2019 at Hacienda La Puente Adult Education - Willow Center.

This premier adult education event will offer relevant and new information, dynamic presentations, and hands-on skill development to start or grow your blended/distance learning programs and enhance technology integration in the classroom.

Topics include: Open Education Resources, Creating Accessibility Presentations and Documents, Mobile Devices, iPads, Chromebooks, Online and Blended Instruction Delivery Models, Moodle–Your Learning Management System, and much more. Visit www.otan.us/tdlsymposium for registration information.

MARCH 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16

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Our 2018 OTAN Students Succeed Winners!

OTAN is happy to announce the two winners of our 2018 Students Succeed project!

Wendy Samayoa arrived from Guatemala in July 2016 and began ESL classes at San Mateo Adult School. Shortly thereafter, she enrolled in the high school diploma program. In her country, Wendy was a college-educated teacher; learning English and getting her diploma were like starting over. That didn't stop her from getting involved at SMAS, however.

Wendy joined SMAS's Ambassador program, welcoming new students to school. She served as Student Council President for the 2017—18 school year. She presented at two conferences on "Student Leaders as Agents of Change." She also helped pioneer two ESL activities: the City Government Academy and the Eat Healthy Be Active Community Health Program.

In the meantime, Wendy also works part-time at an attorney's office five days a week!

Wendy graduated with her diploma in June 2018 and will study ESL at community college next year. She continues to provide language and translation support to beginning ESL classes. She has been encouraged to become a teacher in the United States.

In 2004, Patricia Holmes's husband left her. Within ninety days, her car was repossessed and she faced homelessness as a single mother with a criminal history. After hitting "rock bottom," Patricia moved to Sacramento. She attended two adult schools, but after a few years she was still no closer to her diploma. She felt like giving up.

She found a coach who directed her to the Greater Sacramento Urban League and the Highlands Community Charter School in May 2015. In February 2016, Patricia started the felony expungement process, and by December, her record was cleared.

At Highlands, Patricia found a place to thrive despite a rocky road. Her commute to drop off her kids then get to school took 1½ hours on public transportation, a trip she reversed to return home. Although she was overwhelmed with academic requirements, Patricia graduated in September 2017 ahead of schedule!

Since then, Patricia gained full-time employment working with the homeless and was promoted to Case Manager. She is attending community college and recently purchased a new car!

Wendy Samayoa

Patricia Holmes

Correctional Education Embraces Electronic Devices

Guest Column by Carlos Galindo, Administrator of Continuing Education Programs, Office of Correctional Education, California Department of Corrections and Rehabilitation

Since California's voters passed Proposition 57 in November of 2016, the California Department of Corrections and Rehabilitation (CDCR) Department of Rehabilitative Programs (DRP) has made use of technology to provide rehabilitative programming to the inmates incarcerated in the state's thirty-five adult prisons. The Division of Rehabilitative Programs, under the direction of Dr. Brant Choate, is moving the department forward to a day when every inmate will have a handheld device. Meanwhile, each stage of the process has been encouraging to watch, as more programming opportunities are made possible through the use of electronic devices such as eReaders and Tablets. The obstacles that were enormous hurdles in the past, are now being overcome through collaboration with various departments within CDCR; through partnerships with Enterprise Information Services and the Institutional Security Office, the dream is quickly becoming a reality right before the eyes of many who would have previously sworn it would never happen!

Inmates at five pilot sites currently have tablets in their hands and are able to receive downloadable music, reading materials, and indirect email communication from their families and loved ones. The next step is where education is opting "in" to provide educational courses, some of which are eligible for various types of rehabilitative credits that were approved by the voters, supplemental educational reading materials and activities, and informational items such as self-help materials. Videos from the Secretary of Corrections and Rehabilitation containing announcements, as well as new legislation information, can be loaded onto the tablets via an application. This pilot will operate under the following assumptions: The inclusion of tablet technologies will increase educational opportunities, learning options, and achievements; and, the overall benefits of tablet usage will improve educational options for inmate-students and provide better resources for teachers.

As competition for any available space can be extremely challenging depending on the focus and mission of the Institution, the Office of Correctional Education (OCE) has been strategizing to overcome barriers and to create programming opportunities to incentivize rehabilitative participation, while also helping to reduce recidivism and save taxpayer dollars. The educational pilot will assess the capabilities of the tablet, and test the effectiveness of delivering off-line course content to enrolled inmate-students. This implementation plan will include pioneering opportunities for the Division of Rehabilitative Programs (DRP) Media team and the Office of Correctional Education, which will include Continuing Education, to provide supplemental studies like English as a Second Language, reading, basic mathematics, high school equivalency, health and wellness, financial literacy, and reentry/transitions. All DRP created eLearning courses will be eligible for Milestone Credits, which result in slightly adjusted release dates, thus incentivizing program participation. The proposed education pilot will start in November 2018 and continue through June 2020.

Digital Leadership Academy

OTAN would like to welcome the following 21 Digital Leadership Academy participants from seven adult ed agencies:

- Christina Hyatt, Marci England, and Kevin Belcher - Corona-Norco Unified School District
- Janet Kershaw, Refugio Gonzalez, and Luis Serrano - El Monte Union High School District
- Elaine Moore, Stacey Campo, Rosa Rojo, and Tom Allison - Escondido Union High School District
- Yecsenia Delgado, Brenda Gomez, and Armida Chow - Hacienda La Puente Unified School District
- Martha Clayton and Luciano Morales - Los Angeles Community College District
- Jill White and Maren Anton - Mt. Diablo Unified School District
- Marisol Richmond, Linda Laymon, Jody Barker, and Angela Rodriguez - San Juan Unified School District ☀

DLAC 2018 Participants

TDLP is now open!

All agencies are required to submit a Technology and Distance Learning Plan (TDLP) for their programs funded through WIOA Title II/AEFLA. The goal of the planning process for adult education agencies is to make the most effective use of available funds to achieve learning with the help of technology tools and resources. The most important aspect of the planning process is to start with learner outcomes in mind. In order to accomplish the best possible results, agencies plan for program structure, professional development, and instructional materials. Note: you cannot proceed with writing the plan without acknowledging that you have read the implementation guide.

Agencies are required to complete Teacher Skills Self-Assessments and Student Surveys, and will be completing progress reports on previous year's goals, vision statements, a list of all staff involved in submitting the plan, funding considerations, and Specific, Measurable, Attainable, Realistic, and Timebound goals.

Each agency has a dedicated staff at OTAN who is available to assist with access, tips on completing plan, samples, and more! Contact one of the OTAN coordinators if you need assistance. Grant plans are due by **January 31, 2019**. ☀

Neda Anasseri – nanasseri@otan.us
Penny Pearson – ppearson@otan.us

Changing Faces of OTAN

With the retirement of John Burge, a Project Specialist II with OTAN for over 23 years, OTAN needed to find someone to fill his shoes. Enter Joey Peterson! Joey is OTAN's new Project Specialist II, Program/Application Development. He was previously with CSU Sacramento, where he provided development and support for their content management system, and also helped build web applications for projects in .NET and Office 365. One of his main job duties within OTAN consist of transitioning websites from Cold Fusion to .NET; you can see one of his major changes on the newly redesigned California Adult Education Professional Development website, found at www.caadultedtraining.org. When asked what made him want to join OTAN, he replied, "One thing I really liked about my last job was completing projects and seeing users directly benefit. When I did research about what OTAN provides to educators across the state, it seemed like a great

fit." When he's not at work, he and his wife love to travel and go on adventures, near and far, with their dogs. When at home, he says it's not unusual to spend an entire day watching movies or getting caught up on reality TV shows. ☀

Joey Peterson
Project Specialist II, Program/Application Development

OTAN Workshops – A free and easy path to PD!

Adult education sites can create a roadmap of professional development by utilizing OTAN's varied selection of both online and face to face workshops. OTAN workshops are led by subject matter experts who guide participants into technology topics, online tools, and websites that increase productivity, engage learners, and "put the pedal to the metal" in discovering new and exciting technology resources.

New offerings include Using Tech Tools to Assess Learners, Tech Troubleshooting for Teachers, Gamify Your Classroom, and Google Classroom for AE. OTAN workshops can be found at www.otan.us/training. Not quite finding the right path? OTAN will create one for you! All OTAN workshops can be modified per request.

To schedule or ask questions about OTAN workshops call 916-228-2580 or send a message to support@otan.us ✇

From the Director

What a wonderful experience I have had over the last several years as the Director of OTAN in getting to meet and work with such a fantastic, smart, and dedicated group of individuals! I have greatly enjoyed all the opportunities for collaboration, camaraderie, and learning. As I prepare to retire at the end of December 2018, my last newsletter tech tip will be information I plan to use – "Ten Steps to Clean Up and Manage Your Digital Files".
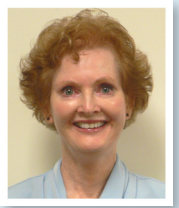
1. Once the decision is made to get organized, inventory what you have and decide what to keep and what to delete.
2. Create a single 'root' folder (i.e., "Shared Documents").
3. Organize by category; group by date.
4. Use a standard and descriptive naming convention for folders.
5. Nest folders within folders (i.e., "Invoices" is the main folder, with "2015", "2016", etc. as the nested folder titles).
6. Include dates in the file names, when appropriate.
7. File as you go.
8. Put the files or folders you use most at the top of the file list (use AA at the beginning of the file name, or create a shortcut on your desktop for the folders you use most often).
9. Use the default installation folders for program files.
10. Back up your files on a regular basis. ✇

Joyce Hinkson

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