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February 8, 2010

MEMORANDUM

TO: Florida College Adult Education Directors
Florida College Reports Coordinators
MISATFOR Representatives

FROM: Loretta Costin, Interim Chancellor, Division of Career and Adult Education

Jeff Sellers, Acting Deputy Commissioner, Accountability, Research, and Measurement

SUBJECT: College Adult General Education Literacy Test Data Collection

In response to a finding from a monitoring visit by the federal Office of Vocational and Adult Education last year, the state will be collecting adult education literacy test data from colleges and districts beginning in academic year 2010-11. The implementation plan for the changes in the state data system was developed in cooperation with the Adult Education Standing Committee on Accountability and reviewed by the MIS Advisory Task Force (MISATFOR) during the October 2009 meeting.

Colleges will report test identifier information, test date, and test scale scores for each valid test administration. Each valid test administration will have to be reported one time

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only. Attached is the plan for reporting the data. Technical specifications for applicable 2010-11 revised and new Student Database elements and the revised Record Type Two format can be found at:

<http://fldoehub.org/CCTCMIS/c/Documents/2010%20Dictionary/chapter3.doc>

For your convenience, descriptions of relevant revised and new elements have been excerpted from the data dictionary and are attached. For the most accurate and up-to-date descriptions, please refer to the online document.

If you have questions you may contact Mark Baird by e-mail at Mark.Baird@fldoe.org or by phone at 850-245-9060.

For answers to technical questions, MIS staff may contact Joan Roddenberry by e-mail at Joan.Roddenberry@fldoe.org or by phone at 850-245-9512.

Thank you.

LC/JS/mb

Attachments

Cc: Joan Roddenberry