Oral History Interviews Impact: California's Federal Adult Education Projects

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California Department of Education Adult Education Oral History Project

IMPACT: CALIFORNIA'S FEDERAL ADULT EDUCATION PROJECTS

ESL TEACHER INSTITUTE

K. LYNN SAVAGE

FOUNDING DIRECTOR

COMPREHENSIVE ADULT STUDENT ASSESSMENT SYSTEM

PATRICIA L. RICKARD

EXECUTIVE DIRECTOR

OUTREACH AND TECHNICAL ASSISTANCE NETWORK

JOHN FLEISCHMAN

EXECUTIVE DIRECTOR

Sacramento, California 1998

By Cuba Z. Miller

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PATRICIA L. RICKARD, EXECUTIVE DIRECTOR

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JOHN FLEISCHMAN, EXECUTIVE DIRECTOR

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RESTRICTIONS ON THIS INTERVIEW

None.

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It is recommended that the oral histories contained in this book be cited as follows:

John Fleischman, Oral History Interview, Conducted 1998 by Cuba Z. Miller in Sacramento, California, in *Impact: California's Federal Adult Education Projects*. (Sacramento: California Adult Education Oral History Project, 1999).

Patricia L. Rickard, Oral History Interview, Conducted 1998 by Cuba Z. Miller in San Diego, California, in *Impact: California's Federal Adult Education Projects.* (Sacramento: California Adult Education Oral History Project, 1999).

K. Lynn Savage, Oral History Interview, Conducted 1998 by Cuba Z. Miller in San Francisco, California, in *Impact: California's Federal Adult Education Projects*. (Sacramento: California Adult Education Oral History Project, 1999).

PREFACE

This volume of the California Adult Education Oral History Project highlights three federally funded projects for their roles in making major changes in the way adult education works in California: the Comprehensive Adult Student Assessment System (CASAS); the ESL Teacher Institute (ESL Institute); and the Outreach and Technical Assistance Network (OTAN).

The Oral History Project began in 1992 as a companion to a print history of adult education commissioned by the California Department of Education. By 1996, eighteen educators whose careers spanned sixty years had participated. They represented the varying professional roles, organizations, and geography that comprise our state's diverse adult education programs. A list of the interviews appears in Appendix M.

All of California's federally funded projects have made unique contributions to the state's adult education programs. Funding for these special projects is derived from the Adult Education Act. Over the years, upon renewal, the section number of the Act has changed, so that the projects at different times have been referred to as Section 309, 310, or 353 projects.

> National Literacy Act of 1991, Title III, Section 353. SPECIAL EXPERIMENTAL DEMONSTRATION PROJECTS AND TEACHER TRAINING

> > --- (A) involve the use of innovative methods, systems, materials, or programs which may have national significance or will be of special value in promoting effective programs under this title...

A list of California's projects since 1975 can be found in Appendix L. Although addressing a wide variety of topics, some generalizations can be made. Life skills curriculum projects and other activities derived from the Applied Performance Level Study (University of Texas) characterized the 1970's. Projects of the 1980's targeted the implementation of the state's competency based adult education mandate. Introduction to, training in, and expanded use of computer technology came to the fore in the 1990's. The CBAE Staff Development Project, also in the category of "making major changes," is covered in the John Tibbetts interview. Other individual interviewees who were project directors are Holda Dorsey and Aryola Taylor. All three have directed more than one project.

Linda L. West, Director California Adult Education Oral History Project April, 1999

INTERVIEW HISTORY

<u>Interviewer</u>

Cuba Z. Miller

Interview Times and Places

John Fleischman: two interviews were conducted in Sacramento, California, on March 5 and 6, 1998.

K. Lynn Savage: one interview was conducted in San Francisco, California, on April 2, 1998.

Patricia L. Rickard: one interview was conducted in San Diego, California, on April 16, 1998.

<u>Editing</u>

The interviewee reviewed and edited the transcript. When the tape was inaudible or when necessary for clarification, some information was added and is indicated by brackets [].

Tapes

The original cassette tapes were transferred to reel to reel format at California State University, Fullerton and deposited with the California State Archives.

Note to online user

The interview portion of this document contains three interviews that have been saved as separate PDF documents. You may access these portions of this document by clicking on the links below, or returning to the cover page and clicking on the links there.

Interviews

ESL Teacher Institute K. Lynn Savage, Founding Director 2.2mb – 75 pages

Comprehensive Adult Student Assessment System (CASAS) Patricia L. Rickard, Executive Director 3.0mb – 97 pages

Outreach and Technical Assistance Network (OTAN) John Fleischman, Executive Director 3.4mb – 120 pages

APPENDIX A

ESL TEACHER INSITUTE FEEDBACK FORM

Lesson Planning Module

HHHHHHH

Each question on the form refers to a step in the teaching process. For each question, decide whether you observed the behavior. If so, indicate what was observed by checking the appropriate box(es). Key steps in the technique are in **boldface**.

WARM-UP/REVIEW

PRESENTATION

tructor relate the lesson objective to arning? 4. Did the instructor provide information new to the students? ug students practice previously studied If so, how? ding a warm-up activity J by using visuals and/or realia up other J by asking questions up other J other	YES	NO
DN 5. Did the instructor model tasks to practine information?	ce the YES	NO
ructor focus student attention on the If so, how? YES NO J by providing examples J by working with the language needed Visuals and/or realia J other		
g questions6. Did the instructor check the level of sibing a situationunderstanding before moving to the Pg a storyStage of the lesson?	tudent actice	NO
tructor establish the purpose of the If so, how? by asking questions that required nor responses (hand signals, yes/no cards) g the lesson objective ng the lesson objective to the students' by eliciting answers from individual stue s other	dents ng	
 visuals and/or realia g questions g questions g a story c Did the instructor check the level of s understanding before moving to the P Stage of the lesson? If so, how? 	tudent ractice verbal dents ing	(ES

PRACTICE

7. Did the instructor provide opportunities for students to practice their new knowledge? If so, how?	YES	NO
\Box by providing materials to guide students (i.e.,		
realia, visuals, worksheets)		
\Box by using a variety of grouping strategies (i.e.,		
whole group, small groups, pairs, individuals)		
by providing for more than one learning		
modality (i.e., kinesthetic, aural, oral, written)		
8. Did the instructor monitor student practice?	YES	NO
If so, how?		
by observing student participation in the practice		
by working with individuals/groups		
by moving around the room and observing		
• other		
9. Did the instructor provide feedback to students		
on the accuracy of their responses?	YES	NO
If so, how?		
by providing the correct responses		
by eliciting the correct responses from individual		
students		
by eliciting responses from all students in order		
to identify items not agreed on		
🗆 other		

•...

EVALUATION

 10. Did the instructor assess individuals on the attainment of the objective? If so, how? by having students complete a written assignment by having students take a test by having students demonstrate the learning 	YES	NO
APPLICATION		
11. Did the instructor provide an opportunity for the students to apply the material in a new situation relevant to their own life roles?	YES	NO
If so, how? by having students provide responses based on their own experiences		
by having students interact with each other using their own words		
by having students complete an out-of-class assignment		
🗆 other		

APPENDIX B

ESL TEACHER INSTITUTE ORIGINAL TRAINERS AND REGIONS

ESL Teacher Institute Original Trainers and Regions (1980-81)

Director

K. Lynn Savage San Francisco Community College District

North Los Angeles Basin

Leslie Adams El Monte Union High School

Santa Cruz/Monterey REgion

Sharron Bassano Santa Cruz Adult School

Los Angeles Region

Greta Dear Roosevelt Community Adult School, Los Angeles USD

Bay Area

Cecilia "Peggy" Doherty Centers Division, San Francisco Community College District

San Diego Region Leann Howard San Diego Community College District

Sacramento Area Julia Jolly

Davis Adult School

San Jaoquin Valley Barbara Monis

Fresno Adult School

Riverside Region

Beatrice Moreno Redlands Adult School

APPENDIX C

ESL TEACHER INSTITUTE

MODULES, CONTENT EXPERTS, AND DEMONSTRATION TEACHERS

ESL Teacher Institute Modules, Content Specialists, and Demonstration Teachers

Published ESL Technique Modules

published as Teacher Training Through Video: ESL Techniques series editor, K. Lynn Savage; Longman, 1992

Lesson Planning

- Content Specialist Mary McMullin, ABC Adult School, Cerritos, California
 Demonstration Teacher
- Adriana Sanchez-Aldana, Sweetwater UHSD, Chula Vista

Focused Listening

- Content Specialists Mary McMullin, ABC Adult School, Cerritos Jayme Adelson-Goldstein, Los Angeles USD Lori Howard, Los Angeles USD
- Demonstration Teacher Kathleen Wong San Francisco CCD

Early Production

- Content Specialist Mary McMullin, ABC Adult School, Cerritos
- Demonstration Teacher Jody Kirkwood, ABC Adult School, Cerritos

Dialogue/Drill

- Content Specialists
 Gretchen Bitterlin, San Diego Community College District Nancy Hampson, San Diego Community College District Leann Howard, San Diego Community College District

 Demonstration Teacher
- Demonstration Teacher Lori Howard, Los Angeles USD

Information Gap

- Content Specialists Leann Howard, San Diego CCD K. Lynn Savage, San Francisco CCD
 Demonstration Teacher
- Demonstration Teacher Lori Howard, Los Angeles USD

Role Play

• Content Specialists Gretchen Bitterlin, San Diego CCD Mary McMullin, ABC Adult School, Cerritos • Demonstration Teacher Jean Rose, ABC Adult School, Cerritos

Problem Solving

- Content Specialists Leann Howard, San Diego CCD Linda Little, San Diego CCD
- Demonstration Teacher Linda Little, San Diego CCD

Language Experience

- Content Specialists Leann Howard, San Diego CCD Mary McMullin, ABC Adult School, Cerritos K. Lynn Savage, San Francisco CCD
- Demonstration Teacher Susana Riles, Sequoia Adult School, Redwood City

Life Skills Reading

- Content Specialists Mary McMullin, ABC Adult School, Cerritos K. Lynn Savage, San Francisco CCD
- Demonstration Teacher Christine Bunn, San Francisco CCD

Narrative Reading

- Content Specialists Mary McMullin, ABC Adult School, Cerritos K. Lynn Savage, San Francisco CCD
- Demonstration Teacher Laurel Owensby, Los Angeles USD

Beginning Literacy

- Content Specialists Nancy Hampson, San Diego CCD Laurel Owensby, Los Angeles USD
- Demonstration Teacher Xanh Lam, San Diego CCD

Total Physical Response

- Content Specialists Cindy Ranii, Fullerton Union High School District Mary McMullin ABC Adult School, Cerritos
- Demonstration Teacher Mark Gable, Fullerton Union High School District

ESL Teacher Institute Modules, Content Specialists, and Demonstration Teachers

Cooperative Learning Modules

published as Teacher Training Through Video: Cooperative Learning series editor and content specialist, Mary McMullin; Longman, 1993

- Part 1 Creating a Cooperative Climate Demonstration Teacher Rosalic Acevedo Westrup, Bellflower Adult School
- Part II Key Components of Cooperative Learning Demonstration Teacher Ken Glowacki, San Diego CCD
- Part III Jigsaw Demonstration Teacher Joyce Inch, Long Beach School for Adults
- Part IV Lesson Planning Demonstration Teacher Mary McMullin at Norwalk-La Mirada Adult School

ESL Teacher Institute Modules, Content Specialists and Demonstration Teachers

Unpublished ESL Technique Modules

currently disseminated through the Staff Development Institute

Grammar

- Content Specialists Lori Howard, Los Angeles USD Laurel Owensby Slater, ESL Teacher Institute trainer
- Demonstration Teacher Kathy Hans, Hayward Adult School

Pronunciation

- Content Specialists Kathy Hans, Hayward Adult School Vicki Johnson, ABC Adult School, Cerritos
- Demonstration Teacher Kathy Hans, Hayward Adult School

Writing

- Content Specialist Lori Howard, Los Angeles USD Marilyn Knight-Mendelson, Napa Valley Adult School
- Demonstration Teacher David Tsue, Fremont School for Adults, Sacramento

Multi-Level

- Content Specialist Nancy Hampson, San Diego CCD Marilyn Knight-Mendelson, Napa Valley Adult School
- Demonstration Teacher Jennifer Canzano, Alhambra School District

Essential Elements of ESL Instruction for Adult Education

- Content Specialists Gretchen Bitterlin, San Diego CCD Jean Rose, ABC Adult School, Cerritos
- Demonstration Teachers: Demonstration 1: Joy Kirkwood, ABC Adult School, Cerritos Demonstration 2: Mary McMullin: ESL Teacher Institute Director Demonstration 3: Linda Little, San Diego CCD

ESL Teacher Institute Modules, Content Specialists, and Demonstration Teachers

currently disseminated through the Staff Development Institute

For Administrators

Designing and Implementing an ESL Staff Development Plan

Content Specialist Lori Howard, Los Angeles USD

For Mentors

Beginning Mentor

Content Specialists: Leann Howard, San Diego CCD Mary McMullin, ESL Teacher Institute Director K. Lynn Savage, City College of San Francisco

Demonstration Teachers:

- Videos on The Mentoring Process mentor: Leann Howard, San Diego CCD teacher: Barbara Roth, San Diego CCD
- Video on Observation Lesson K. Lynn Savage, City College of San Francisco

Videos:

- The Mentoring Process
 - Part 1: Initial Meeting
 - Part 2: Demonstration Stage
 - Part 3: Observation Feedback Stage
- Observation Lesson

Module 1: Preparing for the Mentoring Experience

- Module 2: Initiating the Mentoring Process
 - video: The MentorinProcess: Initial Meeting
- Module 3: The Demonstration Stage

video: The Mentoring Process: Demonstration Stage

Module 4: Observation Feedback Stage

video: The Mentoring Process: Observation/Feedback Stage

Module 5: Refining Observation /Feedback Skills video: Observation Lesson

Advanced Mentor

Content Specialist: Mary McMullin

Module 1: Questioning Strategies for Pre and Post Conference

Module 2: Documentation, Analysis and Interpretation

video The Mentoring Process: Observation/Feedback Stage

Module 3: Developing Teacher Autonomy

APPENDIX D

ESL INSTITUTE TRAINING AROUND THE WORLD

ESL Institute Training Around the World

Through the Peace Corps and the SOROS Foundation, language coordinators and teachers in the following parts of the world have received training on modules developed by the ESL Institute. This international work began in 1990, with the training of the language teachers for Peace Corps volunteers in Poland, and continues to today.

Africa: Benín, Botswana, Eritrea, Ethiopia, Mali, Morocco, Tanzania,

Asia: China, Kazakhstan, Moldova, Russia, Ukraine

Caribbean: Haiti

Central and South America: Belize, Bolivia, Chile, Costa Rica, Dominican Republic, Ecuador, Guatemala, Honduras, Nicaragua, Paraguay, Surinam, Uruguay)

Eastern Europe: Estonia, Hungry, Latvia, Poland, Romania,

Southeast Asia: Bangladesh, Laos, Nepal, Pakistan, the Philippines, Sri Lanka, Thailand

South Pacific: the Cook Islands, the Federated States of Micronesia, Fiji, Kiribati, the Marshall Islands, Papua New Guinea, the Solomon Islands, Tonga, Tuvalu, Vanuatu, Western Samoa

The following ESL Institute trainers have provided this training:

Joanne Abing Leann Howard Linda Little Roberta Macfarlane Marilyn Knight-Mendelson Lorraine Ruston K. Lynn Savage Norma Shapiro Bill Shoaf Bertie Wood APPENDIX E

K. LYNN SAVAGE RESUME

K. Lynn Savage 2773 Bush Street, San Francisco, CA 94115-2927 Tel: (415) 731-6006; Fax: (415) 731-6014 email: lsavage@otan.dni.us

PROFESSIONAL EXPERIENCE

Administrative

Technical Director for Staff Development Project (353 funding to the Sacramento County Office of Education)	7/94 - 6/95	Designed and coordinated training for California Adult Education in the areas of ESL and Citizenship
Director, ESL Special Projects California Adult Education (services contracted by the Adult Education Unit of the California Department of Education)	9/90 - 6/94	Developed handbook for ESL Staff Development; chaired state-wide ESL curriculum committee; provided technical assistance to local agencies and to staff development projects
Director, ESL Teacher Institute (353 funding to the Assn of California School Administrators)	10/85 - 6/90	Supervised development of training materials; trained trainers; and coordinated training schedule
Director, Adult Education Staff Development Project (310 funding to the Assn of California School Administrators)	7/81 - 6/82	Administered funds available to local school districts for staff development activities; identified needs and organized workshops for ESL staff development at regional and state levels; trained staff developers for basic ESL materials and methods workshops
Field Director, West Coast Office, Center for Applied Linguistics	1/81 - 6/81	Coordinated requests for technical assistance to Indochinese-funded projects in Regions VIII, IX, and X
Director, ESL Staff Development Project (310 funding to the Assn of California School Administrators)	7/80 - 6/81	Identified staff development needs for teachers experienced in ESL and arranged workshops and a summer institute to meet those needs; wrote training manual, trained trainers, and conducted workshops for teachers inexperienced in adult ESL

Education Coordinator, Fil-Am English Language	8/71 - 8/74	Supervised instructors, materials development, and language laboratory;
Center, San Francisco		coordinated language instruction with enrollees' job slots

Instructional

City College of San Francisco	1/98 -	Teach ESL classes in non-credit, including one through distance learning	
City College of San Francisco	1/97 - 6/97	Developed first distance learning course for ESL Department	
San Francisco Community College Centers	1/83 - 10/88	Developed pilot VESL classes and VESL program; provided staff development for ESL faculty	
University of California, Berkeley, Education Extension	6/83	Taught advanced Methods and Materials course in the certification program in Teaching English as a Second Language	
Department of Administration and Interdisciplinary Studies San Francisco State University	9/81 - 2/82	Supervised students in field experience required to obtain the adult education Designated Subjects credential	
Alemany Community College Center, San Francisco	9/74 - 8/77	Taught ESL language and culture skills at beginning and intermediate levels to immigrants from Asian, European, Middle Eastern and Latin American countries	
Sophia University Tokyo, Japan	9/67 - 7/69	Taught English composition in the International Division (remedial writing, expository writing, and term paper writing)	
	4/66 - 3/69	Taught English language skills to language and history majors in the Japanese Division	
YWCA School Tokyo, Japan	9/64 - 6/65	Taught English language skills to high school graduates preparing for secretarial positions	
OTHER RELATED EXPERIENCE			
Editorial			
Heinle & Heinle	12/96 - 3/97	Developed prototype unit and served as developmental editor to writing team for	

: Heinle 12/96 - 3/97 Developed prototype unit and served as developmental editor to writing team for Crossroads Café Assessment Packages A and B

Heinle & Heinle	8/95 - 6/96	Coordinated writing team that developed print materials for Crossroads Café
Linmore		Edited the basal series
Longman		Acquired and served as developmental editor to authors of Picture Stories
Grolier, Inc	9/69 - 2/70	Served as copy and style editor for encyclopedia
Teachers College Columbia University	1/70 - 1/71	Assisted the editor of the official publications for Teachrs College
University of Oregon	6/60 - 6/63	Assisted the editor of Old Oregon, the magazine of the alumni association
Consultant		
United States Information Agency	7/98	ESL specialist for three-week tour in Brazil; a week-long seminar on distance learning and workshops on "Teaching Culture through Video"
Co-author, On Common Ground, a collaboration among Intelecom, state departments, and INS (Immigration & Naturalization Service)	12/97 -	Develop, with writing team, the print materials to accompany a video series that focuses on citizenship and is designed for television broadcast
Lead Academic, <i>Crossroads</i> <i>Cufe</i> , a collaboration among Intelecom, Heinle & Heinle, and the states of California, Florida, Illinois and New York	12/93 - 8/96	Facilitated National Academic Council, coordinated writers, and served as liaison between print and video components
Lead Trainer, Peace Corps, Pacem (Pacific, Asia, Central Europe, and Mediterranean)	5/90, 5/91 9/92, 9/93	Developed training materials, coordinated trainers, and trained language instructors of volunteers in Eastern Europe (Polish, Hungarian, Rumanian, Bulgarian, Serbo- Croatian), Southeast Asia, and Pacific Islands
United States Information Agency	11/91	ESL specialist for two-week tour in Egypt; workshop topics included "Developing and Evaluating ESP Materials," "Developing Interaction Activities," and "Designing Training Activities"

CBAE Staff Development Project	10/82 - 6/88	Served on the consortium as ESI /VESI. representative to the 310-funded project: advised the project staff, planned state-wide staff development activities, and conducted workshops at regional and state meetings
Experiment in International Living	7/83	Consulted on the IESL and VESL curriculums and conducted teacher-training workshops at the refugee processing centers in Phanat Nikhom, Thailand, and Galang, Indonesia
Center for Applied Linguistics	10/82 - 11/82	Consulted on competencies for the pre-skills training program: gathered input and provided training in Phanat Nikhom, Thailand; Galang, Indonesia; and Bata'an, Philippines
US International Communication Agency	7/82 - 8/82	Taught ESL methods and advanced conversation to Anatolian high school teachers for the Fulbright commission in Turkey
Center for Applied Linguistics	7/81	Consulted on the IESL curriculum: facilitated regional ESL curriculum meetings and compilation of the core curriculum
Center for Applied Linguistics	7/80 - 6/82	Provided technical assistance to domestic refugee-funded programs through the Language and Orientation Resource Center
State Department of Education, Sacramento, California	3/78 - 8/78	Led staff development workshops for teachers of Indochinese refugees

PROFESSIONAL AFFILIATIONS

TESOL	2/71 -	member since 1971, have served on steering committee of Adult Education Special Interest Group, the nominations committee, and the Long Range Planning Committee (88-90); chaired Journal Editor Search Committee (93- 93) and Nominations Committee
CATESOL	11/71 -	member since 1971; have served as Newsletter Editor (74-77), Advertising Coordinator, Chair of Adult Level, and President-elect, President, and past-President

EDUCATION

Columbia University	9/69 - 1/71	Master of Arts in the Teaching of English as a
Teachers College		Second Language
New York, NY		

Sophia University International Division Tokyo, Japan	1/67 - 7/68	Oriental Studies
	1/64 - 7/64	Japanese Language
University of Oregon Eugene, Oregon	9/59 - 6/63	Bachelor of Arts in English

AWARDS and HONORS

Recipient, "Lifetime Achivement Award"	3/98	Honored by Heinle and Heinle for contributions to the field of adult ESL
Recipient, "Sadae Iwataki Service Award"	4/97	Honored by CATESOL (the California Association of Teachers of English to Speakers of Other Languages) for contributions to the ESL field in California
Recipient of "California School Recognition Award"	5/87	Honored by CDE (the California Department of Education) for contributions to education through the development of the ESL Teacher Institute

PAPERS and PUBLICATIONS

On Common Ground Worktexts A and B and Teacher's Resource Book, Distance Learning Edition (Pasadena, CA: Intelecom) 1999.

- Crossroads Café Worktexts A and B and Photo Stories A and B (Boston, MA: Heinle and Heinle Publishers) 1996.
- "What's Wrong with CBE?" in TESOL Quarterly, Vol 27, No 3 Autumn 1993.
- English as a Second Language: Model Standards for Adult Education Programs_(Sacramento, CA: California Department of Education, Bureau of Publications) 1992.

"Literacy Through a Competency-Based Educational Approach" in *Approaches to Adult ESL Literacy Instruction* (Center for Applied Linguistics and Delta Systems, Co., Inc) 1993.

- *Teacher Training Through Video* (Longman, Inc., 1991): a twelve-title series including lesson planning and eleven techniques (early production, dialogue/drill, information gap, role play, problem solving, total physical response, focused listening, language experience, beginning literacy, life skills reading, and narrative reading). Each title in the series includes background information, a demonstration on video, and materials for guided practice.
- "Five Stages of Reading for ESL Students" with Mrowicki in *TESOL Talk: ESL Literacy* (Ontario, Canada: Ministry of Education, 1990).
- May I Help You? Learning How to Interact with the Public, with Wrigley and Kremer (Reading, Mass: Addison-Wesley Publishing Company) 1987.

- Building Life Skills (Longman, Inc., 1985): a three-book series which requires students to communicate with each other and use the information they get to apply their basic skills to a real-life situation.
- "Teaching Strategies for Developing Literacy Skills in Non-Native Speakers of English" (National Clearinghouse for Bilingual Education, August 1985).
- *VESL Approaches* (CBAE Staff Development Project, 1985): a training guide and four twentyminute videos designed to enable users to select an approach to vocational English as a second language that meets local needs for employment-related training.
- "Organizing Instruction for VESL Classes" in the *ESP Journal* (Pergamon Press, Volume 3, pp. 117-121, 1984).
- *English That Works* (Scott, Foresman, Lifelong Learning Division, 1982) with How and Yeung: a two-book prevocational ESL series first developed as ICB-VESL (Integrated Competency-Based Bilingual Vocational ESL) under a 309 grant to Chinatown Resources Development Center, San Francisco.
- "Preparing to Teach Vocational English to Chinese, Spanish, and Indochinese" with How in *California Journal of Teacher Education* (California Council on the Education of Teachers, Volume VII, No. 1: Winter 1980).
- "Focus on Vocational ESL: Its Evolution in the Seventies" for Adult Education Special Interest Group of TESOL at Thirteenth Annual TESOL Convention (Boston, 1979).
- "Using Real-Life Skills and the Student's First Language in Prevocational ESL." with Yeung and How in *English for Specific Purposes* (Issue 28, July 1979).
- "Pair Practice: One Way of Coping with Large Classes" in *Classroom Practices In Adult ESL* (Washington, DC: TESOL) 1978.
- Vocational ESL Master Plan (Centers Division, San Francisco Community College District) 1976, revised 1978.

APPENDIX F

CASAS DEVELOPMENTAL CONSORTIUM, 1980-1984

CASAS DEVELOPMENTAL CONSORTIUM, 1980-1984

FUNDED CONSORTIUM MEMBERS

ABC Unified School District, Adult Education (Cerritos) Alhambra Adult School Burbank Unified School District, Adult Education Clovis Unified School District, Adult Education El Monte-Rosemead Adult School Elsinore School District, Adult Education Fairfield-Suisun Unified School District, Adult Education Fremont Unified School District, Adult Education (Fremont) Fremont Union High School District, Adult Education (Sunnyvale) Fullerton Union High School District, Adult Education Grossmont Union High School District, Adult Education (La Mesa) Kern High School District, Adult Education (Bakersfield) La Puente Valley Adult School (changed name to Hacienda-La Puente) Martinez Adult School Merced Union High School District, Adult Education Milpitas Adult School Mira Costa Community College Montebello Adult School Pajaro Valley Unified School District (Watsonville) Pomona Adult School Sacramento Fremont School for Adults Salinas Adult School San Diego Community College District San Francisco Community College District San Jose Regional Programs (Metropolitan Adult Education Program) Santa Clara Unified School District, Adult Education Sequoia District Adult School (Redwood City) Simi Valley Adult School Sweetwater Union High School District, Adult Education (Chula Vista) Tulare Joint Union High School District, Adult Education Vallejo City Unified School District, Adult Education Visalia Unified School District, Adult Education

DISTRICTS AND AGENCIES WHO PARTICIPATED ON AN IN-KIND BASIS

La Puente Valley Adult School Corrections Division, Programs for Los Angeles County Los Angeles Unified School District, Adult Education Oakland Adult Schools

California Department of Corrections Department of Corrections, Arizona

CALIFORNIA DEPARTMENT OF EDUCATION

ADULT EDUCATION FIELD SERVICES PARTICIPATING STAFF

Donald McCune, Director Richard Stiles, CASAS Liaison and Project Monitor Raymond Eberhard Robert Ehlers APPENDIX G

KEY CASAS MANAGEMENT

KEY CASAS MANAGEMENT

Patricia Rickard

Executive Director

Program Managers

Ardis Breslauer	Federal Program
Jane Equez	Employment Program
Leslie Iverson	National Diffusion Network
Linda Taylor	ESL and Citizenship

APPENDIX H

PATRICIA L. RICKARD RESUME

Education	Master of Arts Psychology/Counseling, United States International University
	Thesis: "Follow-up Study of Adult High School Graduates in San Diego"
	Bachelor of Arts, Education, California State University at Los Angeles
	Post Graduate Courses in Adult Education, Measurement, Evaluation San Francisco State University, 1978-80 San Diego State University, 1976 University of California, San Diego, 1968-80
Credentials	Community College Counselor Credential (life) Community College Supervisor Credential (life) Standard Designated Subjects Credential (life)
Professional Experience	1980 - Present Executive Director, Comprehensive Adult Student Assessment System (CASAS), Foundation for Educational Achievement San Diego
	Direct national adult basic skills and workforce training assessment evaluation systems for Adult Basic Education. English as a Second Language, welfare reform, workplace literacy, family literacy, corrections, and secondary level programs throughout the country. Administer programs funded by U.S. Department of Education and U.S. Department of Labor.
	Design and direct development of workplace learning projects, including workplace literacy analyses, customized curriculum and assessment, and evaluation components for major corporations including General Motors, Levi Strauss & Co., Miller Brewing Co., and Fieldcrest-Cannon, Inc.
	Developed and implemented statewide assessment and evaluation systems in the states of California, Colorado, Connecticut, Indiana, Iowa, Kansas Maryland, North Carolina, Oregon, South Carolina, and Washington. Collaborated with the Royal Melbourne Institute of Technology for national dissemination of assessment and evaluation systems in Australia.
	Developed and implemented an assessment program for the U.S. Federal Bureau of Prisons.
	Direct annual CASAS national assessment institute for adult education an employment and training providers,
	Direct CASAS National Consortium with state level representatives from 22 states.
	Develop, implement and manage statewide Adult Basic Education assessment for California state agencies including California's Department

Patricia L. Rickard Executive Director, CASAS

T

of Education, California Department of Corrections, California Department of Social Services, California Conservation Corps, California's Job Training Partnership Act (JTPA) programs, and California Department of Developmental Services.

Manage statewide basic skills assessment and certification process of welfare recipients for California Department of Social Services. Provide technical assistance for statewide projects such as ECS (Employability Competency System) for JTPA (Job Training Partnership Act) programs and California Career Assessment Model for the California Department of Education.

Implemented a competency outcome-based curriculum management and assessment system in California with a statewide consortium of 48 agencies. Managed contracts, budgets, research activities including curriculum development, field testing, assessment instrument design and coordination of this consortium of agencies.

1982-1983 Project Director, Competency-Based Vocational Education Assessment Project, San Diego

Developed assessment strategies and organized a consortium of three districts to utilize the CASAS model to develop vocational assessment appropriate for limited English speakers as well as native speakers wishing to enter vocational programs.

1980-1983 Associate Dean, San Diego Community College District Responsible for management of Adult Basic Education, English as a Second-Language, employability, and High School Completion Programs. Assigned and evaluated staff, coordinated program, staff development, and curriculum development and assessment activities. Provided coordination with community groups, agencies, and businesses.

1979-1982 Coordinator, Basic Skills Bridging Project at Mesa College, San Diego Community College District Developed specialized curriculum, assessment and long-term evaluation plan. Coordinated implementation of computer-aided instructional

programs with the Navy Personnel Research and Development Center.

1975-1980 Counselor, San Diego Community College District Supervised enrollment and program planning, educational, vocational, and personal counseling. Coordinated all assessment activities, high school graduation ceremonies, community agency liaison, and accreditation report.

1974-1977 Department Chair, Adult Basic Education, San Diego Community College District

Coordinated new teacher orientation, curriculum development, and coordination of class schedules. Coordinator of Adult Basic Education assessment program.

1970-1976 Instructor, San Diego Community College District Taught courses in ESL, ABE, Reading Improvement, Citizenship, GED Preparation, High School Subjects and Effective Communication for the Aged Disabled.

Publications	Posey, V.K. and Rickard, P.L. (1993) "A workplace literacy analysis for
	adults with special learning needs." Journal of the National Association
	for Adults with Special Learning Needs.

Rickard, Patricia L., et. al. (1993) Student Progress and Goal Attainment in California's Federally Funded 321 ABE Programs. San Diego, California: CASAS.

Posey, V.K. and Rickard, P.L. (1993) Resources: CASAS. Journal of the National Association for Adults with Special Learning Needs.

Rickard, Patricia L., et. al. (1992) Student Progress and Goal Attainment in California's Federally Funded 321 ABE Programs. San Diego, California: CASAS.

Rickard, Patricia and Steinberger, A. (1991) "Adult Assessment: Setting the Standard." *Thrust for Educational Leadership*. (21,1)

Rickard, Patricia L., et. al. (1991) Evaluating Student Progress and Student Goal Attainment for 321 Funded Agencies. San Diego, California: CASAS.

Rickard, Patricia, R. Stiles et al. "The Essential Role of Assessment." Adult Learning. Vol. 2, No. 7. May 1991. Washington D.C.

Rickard, Patricia L., et. al. (1990) Evaluating Student Progress and Student Goal Attainment for 321 Funded Agencies. San Diego, California: CASAS.

Strumpf, Lori, P. Friedman, P. Rickard, J. Eguez. "Improving Workplace Skills: Lessons from JTPA." Published by the Center for Remediation Design, Presented at the National Partnership for Training and Employment Careers Annual Conference, April 1989.

Honors/Awards 1993 Kenneth J. Mattran Award from American Association for Adult and Continuing Education Commission on Adult Basic Education for "an individual who has a distinguished record of achievement in promoting literacy at the national or international level."

> Immigration and Naturalization Service (INS) - Outstanding Achievement Award for developing INS Proficiency Test for Newly Legalized Persons. 1989

Adult Competency Education Unit of the American Association of Adult and Continuing Education - National Organizational Award for outstanding contributions to competency-based adult education. 1985

National Press Club - Outstanding National Adult Literacy Program. 1988

U.S. Department of Labor - Employment and Training Administration Training Achievement Award. 1988 APPENDIX I

OTAN SAMPLE DATA

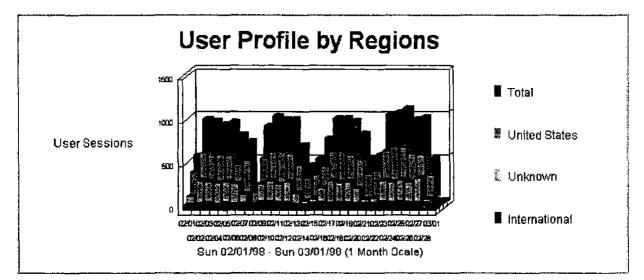


Complete Summary

OTAN Full site

General Statistics

The User Profile by Regions graph identifies the general location of the visitors to your Web site. The General Statistics table includes statistics on the total activity for this server during the designated time frame.

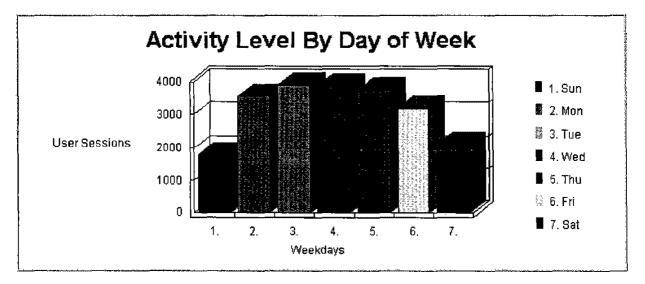


General Sta	atistics .
Date & Time This Report was Generated	Monday March 02, 1998 - 21:33:11
Timeframe	02/01/98 02:04:55 - 03/01/98 01:34:56
Number of Hits for Home Page	8428
Number of Successful Hits for Entire Site	377996
Number of Page Views (Impressions)	104607
Number of User Sessions	22142
User Sessions from (United States)	63.19%
International User Sessions	8.03%
User Sessions of Unknown Origin	28,77%
Average Number of Hits per Day	13499
Average Number of Page Views Per Day	3735
Average Number of User Sessions per Day	790
Average User Session Length	00:08:55

February 27, 1998
Sun
Wed
9173
779
16606
912

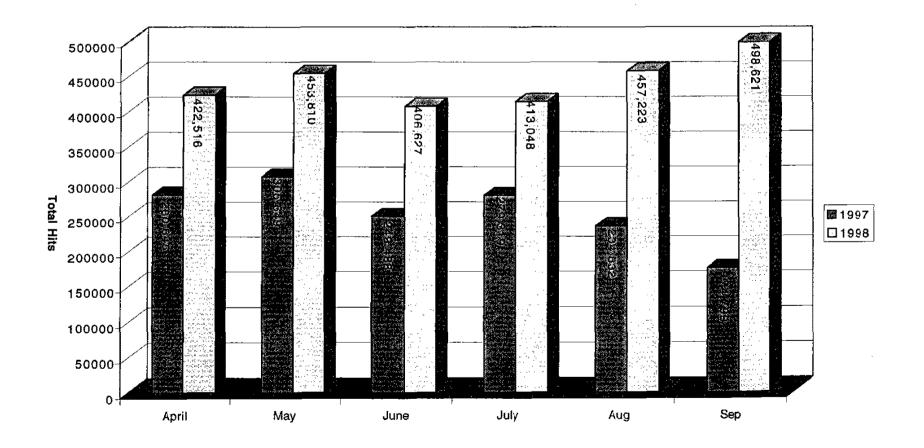
Activity Level by Day of Week

This section shows the activity for each day of the week for the report period (i.e. if there are two Mondays in the report period, the value presented is the sum of all hits for both Mondays.) The Total Weekdays line indicates the number of hits occurring Monday through Friday of the report period. The Total Weekends line indicates the number of hits occurring Saturday and Sunday of the report period. Values in the table do not include erred hits.



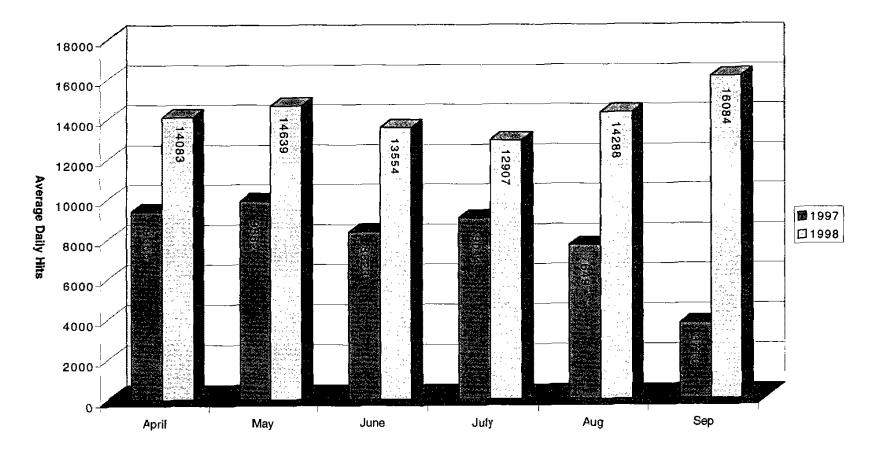
OTAN WWW Total Hits Per Month

April 1997 - Sep 1997 compared with April 1998 - Sep 1998



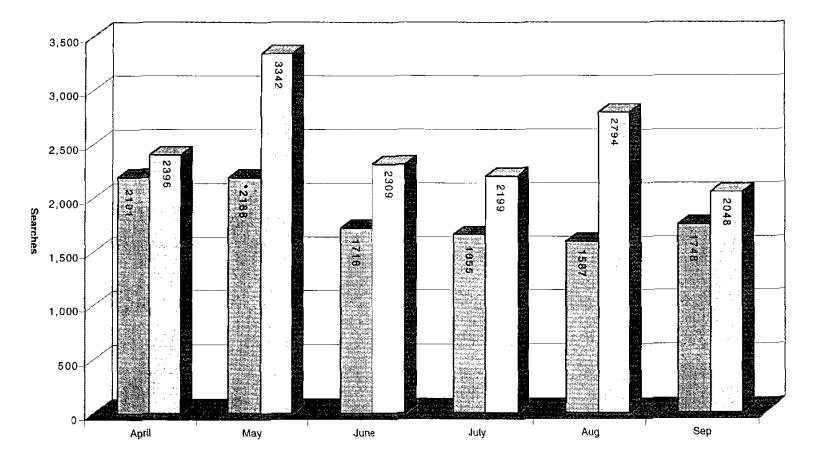
OTAN WWW Average Daily Hits By Months

April 1998 - Sep 1998 compared with April 1997 - Sep 1997



OTAN WWW WAIS Searches

Total Searches By Month April 1998 - Sep 1998 compared with April 1997-Sep 1997



APPENDIX J

KEY OTAN MANAGEMENT

KEY OTAN MANAGEMENT STAFF

1989 - 1994 Hacienda La Puente USD

John Fleischman	Director
Holda Dorsey	Staff Development Manager
Shawn E. Brown	Network Manager
Linda L. West	Archives Manager

1994 - 1999 Sacramento County Office of Education

John Fleischman	Director / Executive Director
Linda L. West	Assist. Director / Managing Director
Shawn E. Brown	Network Coordinator, 1994
Patrick Tully	Network Coordinator, 1995-1996
Jerry Jones	Network Coordinator, 1997-1999

APPENDIX K

JOHN FLEISCHMAN RESUME

Contact Information:	Director II, Instructional Technology Projects Sacramento County Office of Education 9738 Lincoln Village Drive Sacramento, CA 95827-3399
	916-228-2580 (office) 916-228-2582 (voice mail) 916-228-2563 (fax) Email: jfleischman@otan.dni.us Websites: www.otan.dni.us www.sac-co.k12.ca.us
Education:	Bachelor of Science University of California, Berkeley
	M.A. Secondary Education Instructional Technology California State University, Los Angeles
Credentials:	Standard Secondary Teaching Credential Standard Designated Adult Education Credential California State University, Los Angeles
Fields of Specialty:	Instructional Technology Adult Literacy
Employment Experience:	Director, Outreach and Technical Assistance Network Administrator, Media Services Coordinator, Adult Basic Education Hacienda La Puente Unified School District La Puente, CA
	Instructor, Bachelors of Vocational Education and Library Media Certificate Program California State University, Sacramento Sacramento, CA
	Instructor, Video Production California State University, Los Angeles Los Angeles, CA
	309 Project Director Bureau of Adult Education Saipan, Northern Marianas, Trust Territory of the Pacific Islands

Consulting Experience:	Apple Computer Inc., Adult Literacy and Adult Education
	Association for California School Administrators, Dissemination Network for Adult Educators and Employment Training Network
	Brandeis University, JTPA Youth Competency Project
	California Department of Corrections, Education and Inmate Programs Unit
	California Department of Youth Authority, Preston School of Industry
	California State Department of Education, Youth Adult and Alternative Education Services
	Contemporary Books, Inc.
	Davidson and Associates
	Jostens Learning Corporation, At-Risk and Adult Literacy Advisory Board
	National Academy of Corrections National Institute of Corrections
	National Center on Adult Literacy University of Pennsylvania
	Peoples Computer Company, Inc.
	Rancho Santiago Community College, Centennial Education Center
	San Diego Community College Foundation, Comprehensive Adult Student Assessment System
	San Francisco State University, Competency Based Adult Education Staff Development Project
	United States Congress, Office of Technology Assessment

Publications:	"Functional Reading Units for Survival," Hacienda La Puente U.S.D., 1977.
	"Essential English for Micronesian Adults." Trust Territory of the Pacific Islands, In-Math, 1978.
	"Authoring Your Own Interactive Video," Adult Literacy and Technology Newsletter, Fall, 1987.
	"HyperCard for Adult Literacy," Adult Literacy and Technology Newsletter, Spring, 1988.
	"School Behind Bars: Instructional Technology in the Los Angeles County Jails," <i>Instruction Delivery Systems,</i> September/October, 1989.
	"Macintosh Multimedia Building Blocks," Computer Assisted Language Learning, Winter, 1990.
	"Is Networking in Your Future?," Adult Literacy and Technology Newsletter, Winter, 1990.
	"Technology in the Golden State," <i>Adult Learning,</i> January/February, 1993.
	"Shifting Paradigms: Technology and Adult Education," <i>NAEPDC</i> Monograph Number One, 1993.
	"The Web: New Venue for Adult Basic Education," <i>Adult Learning</i> , September/October, 1996.
Video Productions: (major series)	"Micronesia Today" Eight informational programs dealing with contemporary Micronesian life, 1979.
	"CBAE Staff Development" Twelve staff development programs, 1985-88.
	"ESL Teaching Techniques" Twenty-four teacher training programs, 1986 - 1993.
	"What Mother Takes Baby Gets" Three part series designed for at-risk mothers, 1987-90.
	I have worked as producer on more than eighty broadcast quality productions. A complete descriptive list is available upon request.

Computer Software (major efforts)	MacLiteracy Fifteen computer assisted instruction programs which provide literacy instruction in a vocational training context. 1989 -91
	MacESL Nine computer assisted instruction programs designed to increase the listening, speaking and reading skills of limited English proficient students. 1990 -1993
	OTAN Online Communication System An electronic system comprised of a collaborative communication environment and a comprehesive Web server. 1990 -Present
Professional Contributions:	Member, Technical Advisory Group National Institute for Literacy
	Member, Technology Advisory National Center on Adult Literacy
	Past Chair, Steering Committee National Adult Literacy and Technology Network
	President, East San Gabriel Community Health Center
	Board of Directors, Tower of Youth, Sacramento
	Member: Adult Literacy and Technology Network American Society for Training Development Broadcast Educators Association California Council for Adult Education Correctional Education Association International Interactive Communications Society

APPENDIX L

FEDERAL ADULT EDUCATION PROJECTS

FEDERAL ADULT EDUCATION PROJECTS

These special projects were and are financed with federal funds from the Adult Education Act, P.L. 100-297 (formerly P.L. 91-230), as amended. Special projects have been referred to as Section 309, 310, or 353 projects, referring to the section of the law that provides the funding.

1975-1976

- Development of a Bilingual Living Skills Curriculum Montal Education Associates
- Process of Educating Adults in Reading-Language Far West Laboratory
- Survival English Fairfield-Suisun Unified School District

1975-1978

- Adult Basic Education Comprehensive Institute San Diego State University
- Teacher Training Project in Adult Basic Education California State University, Fullerton

1975-1979

Watts ABE Outreach Program Los Angeles Unified School District

1976-1977

- Reading Vocabulary in Action: A Basic Writing Program Los Angeles Unified School District
- Student Centered Analysis of Need (SCAN) Elsinore High School District

1976-1978

Community Organization to Optimize Learning (COOL) Elsinore Union High School District Video Tape Bank—ESL/ABE Classroom Strategies Palomar College

A Special Experimental Demonstration Project: An Educational Training Program for Filipino-Americans

Phillippine-American Cultural and Educational Society of Sacramento (PACESS)

Special Experimental Demonstration and Teacher Training—Needs Assessment Model Spanish Speaking Unity Council

1976-1980

California Adult Competency Education (CACE) San Francisco State University

A Model ABE/ESL Information Collection and Dissemination System to Implement an Adult Performance Level Program (ICDS)

San Diego Community College District

1976-1981

A Functional Competency Based Curriculum for Adult Basic Education/Competency Based Live-Ability Skills (CLASS) Clovis Unified School District

1977-78

Competency Based/APL Staff Training Project Northwest Regional Educational Laboratory

Urban Test Site for COOL Riverside Unified School District

1977-1979

- APL Game Plan Elsinore Union High School District
- Community Education ABE/ESL Recruiting Project Vista Unified School District, Santa Maria Unified School District, and Bassett Unified School District

1977-1980

Integrated Competency Based Bilingual Vocational ESL Chinatown Resources Development Center

1977-1981

Adult Education Staff Development ACSA, CCAE and CABEL

Competency Based Adult Diploma Project Los Angeles Unified School District

1978-1979

Diagnostic/Prescriptive Strategies for Students with Learning Disabilities Berkeley Unified School District

Teaching Reading In-service Program (TRIP) Fremont Union School District

Recruiting and Retaining Low-Literate ABE/ESL Students Through Outreach and Peer Tutoring San Diego Community College District

1978-1980

Special Experimental Demonstration Tutored Videotape Instruction for Adult Basic Education College of the Desert

Funny Bone Family Saga Elsinore Union High School District

1978-1981

Needs Assessment of Adult Basic Competencies in California NOMOS Institute

1979-1980

A Vocational Education Approach to English as a Second Language

Ceres Adult School

The Missing Link Elsinore Union High School District

CALCOMP Projects (California Competency Based High School Diploma Project)

Clovis Adult School, Hacienda La Puente Unified School District, Los Angeles Unified School District, Montebello Adult School, Salinas Adult School, San Diego Community College and San Francisco Community College

1979-1981

Diagnostic Reading Test for ESL Students Fremont Union High School District

Techniques for Effective Language Learning (TELL) Grossmont Union High School District

Innovative Application of Samoan Culture to Adult Education Approach

Office of Samoan Affairs

1980-1981

La Familia: A Family Education/Interagency Project for Rural and Limited English Speaking Families in California Butte County Schools Office

Vocational ESL Staff Development Project Chinatown Resources Development Center, Inc.

ESL Outreach Program for Unemployed and Underemployed Adults: A Partnership with Industry Fremont Union High School District

1980-1982

Telecentered Learning Experiences (TELex) Elsinore Union High School District

ESL Staff Development/ABE-ESL Staff Development Association of California School Administrators

1980-1985

California Adult Student Assessment System (CASAS) San Diego Community College District, Continuing Education Centers CALCOMP project sites listed above plus the following were the original consortium districts: Alhambra Adult School, Burbank Adult School, Pajaro Valley Unified School District, San Jose Unified School District, and Vallejo City Unified. Consortium membership grew to approximately 40 agencies.

1981-1982

Cultural Awareness Training Project Chinatown Resources Development Center, Inc.

1981-1988

Dissemination Network for Adult Educators (DNAE) Association of California School Administrators (ACSA)

1982-1988

Competency Based Adult Education Staff Development San Francisco State University

1985-1989

Comprehensive Adult Student Assessment System (CASAS) San Diego Community College District Foundation, Inc.

1985-1994

- ESL Teacher Institute Association of California School Administrators
- Adult Education Leadership Training Programs California Council for Adult Education

1988-1989

CBAE Regional Demonstration Sites Hacienda La Puente Adult Education

1989 - 1994

- Adult Education Institute for Research and Planning (AEI) Pacific Management and Research Associates
- Outreach and Technical Assistance Network Hacienda La Puente Adult Education

1990-1994

Executive Development Program (EDP) Association of California School Administrators

1990-1995

- Adult Literacy Instructor Training Institute (ALIT) Los Angeles Adult and Occupational Education
- Evaluation of Four Year Plan Evaluation and Training Institute (ETI)

1990–Present

Comprehensive Adult Student Assessment System (CASAS) Foundation for Educational Achievement

1994-Present

- Outreach and Technical Assistance Network (OTAN) Sacramento County Office of Education
- Staff Development Institute (SDI) Sacramento County Office of Education

1994-1997

Latino Adult Education Services (LAES) Hacienda La Puente Adult Education

1995-Present

California Distance Learning Project (CDLP) California State University Institute

APPENDIX M

CALIFORNIA ADULT EDUCATION ORAL HISTORY PROJECT INTERVIEWS

California Adult Education Oral History Project

Interviewees and Interviewers

Roland K. Attebery, by Linda L. West Hanford Joint High School Dist., San Jose Unified School Dist., 1960-85;

Judson P. Bradshaw, by Linda L. West San Diego USD, San Diego Comm. Col. Dist., San Diego State U, 1950-80;

Laurent R. Broussal, by Cuba Z. Miller San Francisco USD and San Francisco Comm. Col. Dist., 1953-84;

Lee W. Clark, by Cuba Z. Miller Fontana USD, San Jose Metropolitan, Fremont USD, San Jose State U, 1950-;

Juliet E. Crutchfield by Cuba Z. Miller Oakland USD and California Dept. of Education, 1965- ;

Thomas F. Damon by Cuba Z. Miller Los Gatos USD, Palo Alto USD, Santa Clara COE, UC/CSU Extens, 1954-82;

Holda E. Dorsey by Linda L. West Hacienda La Puente Unified School District, 1968- ;

Louise S. Dyer by Linda L. West San Diego USD, San Diego Community College District, 1965-90;

Raymond G. Eberhard by Cuba Z. Miller Los Angeles USD, Simi Valley USD, California Dept. of Education, 1964- ;

Robert E. Ehlers by Cuba Z. Miller Riverside USD and California Dept. of Education, 1954-1995;

Acela Gonzalez by Cuba Z. Miller Metropolitan Adult Education Program, San Jose, 1976-;

Lois Eross Hotchkiss, by Linda L. West Los Angeles Unified School Dist., 1934-77;

California Adult Education Oral History Project

Interviewees and Interviewers

Thomas J. Johnson by Linda L. West Hacienda La Puente Unified School Dist., 1956-93;

Aryola Taylor by Linda L. West Los Angeles Unified School Dist., 1965-;

John W. Tibbetts by Cuba Z. Miller San Francisco State U, Center for Adult Education, 1961-92;

Gary Tom by Cuba Z. Miller San Francisco Community College Dist., 1972-;

Selmer O. Wake by Linda L. West Santa Barbara USD and Santa Barbara City College, 1958-72;

Theodore II. Zimmerman, by Linda L. West Adult Ed & ROP: La Puente, Simi Valley, Garden Grove, LA, Riverside, 1962-.

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