

**Iowa's Community College Basic Literacy  
Skills Credential Program**



# ANNUAL REPORT

IOWA DEPARTMENT OF EDUCATION



**Program Year 2006**

July 1, 2005 – June 30, 2006

**IOWA'S  
COMMUNITY COLLEGE  
BASIC LITERACY SKILLS  
CREDENTIAL PROGRAM**

**ANNUAL REPORT**

**Iowa Department of Education  
Division of Community Colleges and Workforce Preparation**

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# **IOWA'S COMMUNITY COLLEGE BASED BASIC SKILLS LITERACY CREDENTIAL PROGRAM**

## **Introduction and Overview**

The purpose of this report is to document the results of Iowa's community college based basic literacy skills credential program for Program Year 2006 (July 1, 2005-June 30, 2006). The credentialing program is administered through Iowa's community colleges and consists of four (4) components: (1) basic literacy skills certification, (2) Iowa High School Equivalency Diploma, (3) community college based adult high school diploma, and (4) traditional high school diploma. A brief description of each component is presented in the following sections.

## **Basic Skills Certification Program**

The major purpose of Iowa's Basic Skills Certification program is to award certificates for successful attainment of basic literacy skills competencies below the General Educational Development (GED) level. The program issues a total of fifteen (15) basic literacy certificates in the areas of reading, mathematics, writing and listening at four (4) certification levels based on the Comprehensive Adult Student Assessment System (CASAS). Iowa's Basic Literacy Skills Certification program was initiated in Program Year 1998 with the reading and mathematics components. The writing component was initiated during Program Year 2002. The listening component was initiated during Program Year 2004. The listening component provides an opportunity for English Literacy adult learners to qualify for a basic skills certificate. The certification program is authorized under *281 Iowa Administrative Code section 21.2(10)(e)* and *20 U.S.C. section 9212(b)(2)(B) [Section 212(b)(2)(B) of the Adult Education and Family Literacy Act]*. Exhibit 1 delineates the descriptors for each subject area and CASAS level.

## **Iowa High School Equivalency Diploma**

The Iowa High School Equivalency Diploma is awarded to adults who successfully complete the General Educational Development (GED) test battery. The purpose of the GED testing program is to provide a second chance opportunity for those individuals who did not complete the requirements for a traditional high school diploma. The Iowa High School Equivalency Diploma program was initiated in 1966 under *Iowa Code, Chapter 259A* and *281 IAC Chapter 32*.

## **Adult High School Diploma Program**

The Adult High School Diploma is awarded to adults who successfully complete a prescribed program of instruction at one of Iowa's community colleges. The diploma is community college based and is issued by the community college. This credential is viewed as an alternative to the GED based Iowa High School Equivalency Diploma. The program is authorized under *260C.1(4)* and *281 Iowa Administrative Code section 21.4(3)* and *20 U.S.C. section 9212(b)(2)(A)(iii) [Section 212(b)(2)(A)(iii) of the Adult Education and Family Literacy Act]*. The program was initiated in 1966.

## **Traditional High School Diploma**

The traditional high school diploma, in the context of the Iowa community college based basic literacy skills credential program, is awarded to in-school youth by a local school district as a direct result of a cooperative agreement between the local school district and the community college. *Iowa Code sections 260C.1(5)(6) and 260C.5(9) and 281 Iowa Administrative Code section 21.2(8)(b)* grants the authority for community colleges and local school districts to permit students attending high school to participate in vocational-technical programs and advanced college placement courses and obtain credit for such participation for application toward the completion of a high school diploma issued by the local school district.

# EXHIBIT 1

## Descriptor Statements for Iowa's Basic Skills Certification Program by Subject Area and CASAS Level

CASAS Basic Skills Level	CASAS Reading Skill Level Descriptor Statements	CASAS Mathematics Skill Level Descriptor Statements	CASAS Writing Skill Level Descriptor Statements	CASAS Listening Skill Level Descriptor Statements
<b>A</b>	Individuals at this level generally can read numbers, letters, simple words, and phrases related to immediate needs. Other skills may include reading and following directions found on signs and directories. Individuals at this level may be successful in entry-level jobs that require basic oral communication skills.	Individuals at this level generally can add and subtract whole numbers. Other skills may include: interpreting clock time, counting and converting money. Individuals at this level may be successful in entry-level jobs that involve tasks such as counting items	Individuals at this level generally can write letters, numbers, and a limited number of basic sight words, and simple sentences related to immediate needs. Other skills may include: filling in basic personal information on simplified forms, including signature and date; writing very simple notes (e.g., writing a note to a co-worker or child's teacher); making simple entries on a work log form; completing a simple inventory form. Persons at this level can handle only the most basic written communication in English in routine, entry-level jobs in which all tasks can be demonstrated.	Individuals at this level can understand simplified conversation on everyday subjects containing frequently used words in context and very simple phrases, spoken slowly and repeated. They can understand simple greetings, common social language, and questions about basic personal information. They can understand simple questions, negative statements (e.g., with <i>don't</i> , <i>can't</i> ), commands, requests, and warnings (e.g., <i>Be careful!</i> ) related to immediate needs. They frequently require assistance (rephrasing, explanation, demonstration) to understand even basic communication.
<b>B</b>	Individuals at this level generally can handle basic reading tasks related to their life roles. Other skills may include: reading and interpreting simplified and real-life materials on familiar topics; interpreting simple charts, graphs, maps, labels and menus; following basic written instructions and diagrams. Individuals at this level may be successful in entry-level jobs that involve following basic oral communications or simple written instructions.	Individuals at this level generally can add, subtract, multiply and divide whole numbers. Other skills may include: interpreting simple charts, graphs, and labels; interpreting a basic payroll stub; interpreting clock time; counting, converting, and using money, interpreting restaurant menus and computing related costs.  Individuals at this level generally can handle jobs that involve following basic oral communications or simple written instructions and diagrams if they can be clarified orally. Individuals at this level may be successful in entry-level jobs.	Individuals at this level generally can write simple notes and messages based on familiar situations. Other skills may include: completing short work orders, filling out forms requiring basic personal information, taking simple phone messages. Persons at this level can handle jobs or job training that involve some simple written communication.	Individuals at this level can participate in simple conversations on familiar and some unfamiliar subjects spoken slowly and with some repetition, and can interpret some informal speech using colloquial language. They can understand learned phrases easily and short new phrases containing familiar vocabulary. They have limited ability to understand simple telephone conversations. They can recognize the main idea and understand some supporting details expressed in everyday spoken language and brief informational messages on familiar topics. They can follow oral directions in familiar contexts, including simple multi-step directions.

## EXHIBIT 1 (Continued))

### Descriptor Statements for Iowa's Basic Skills Certification Program by Subject Area and CASAS Level

CASAS Basic Skills Level	CASAS Reading Skill Level Descriptor Statements	CASAS Mathematics Skill Level Descriptor Statements	CASAS Writing Skill Level Descriptor Statements	CASAS Listening Skill Level Descriptor Statements
<b>C</b>	<p>Individuals at this level generally can handle most routine reading tasks related to their life roles. Other skills may include: interpreting routine charts, graphs, maps, labels, and menus; reading and interpreting a simple employee handbook; interpreting a pay stub; following multi-step diagrams and written instructions.</p> <p>Individuals at this level may be successful in jobs that involve following basic oral communications, simple written instructions and diagrams. Persons at this level generally are able to begin General Education Development (GED) preparation.</p>	<p>Individuals at this level generally can handle most computational tasks related to their life roles. Other skills may include: adding, subtracting, multiplying and dividing whole numbers; interpreting routine charts, graphs and labels; interpreting a payroll stub; reconciling a bank statement and completing calculations on a simple order form.</p> <p>Individuals at this level may be successful in entry-level jobs that involve following basic oral communications and simple written instructions and diagrams. Persons at this level are generally able to begin General Educational Development (GED) preparation.</p>	<p>Individuals at this level generally can write short, routine work memos or reports. Other skills may include: writing e-mail messages, filling out basic medical forms and job applications, describing basic work procedures in writing, completing incident report forms, making log entries to document work activities, taking notes and phone messages, writing personal notes or letters.</p> <p>Persons at this level generally are able to begin General Educational Development (GED) preparation, and may be able to pass the writing section of the GED test.</p>	<p>Individuals at this level can participate in simple conversations on familiar and some unfamiliar subjects spoken slowly and with some repetition, and can interpret some informal speech using colloquial language. They can understand learned phrases easily and short new phrases containing familiar vocabulary. They have limited ability to understand simple telephone conversations. They can recognize the main idea and understand some supporting details expressed in everyday spoken language and brief informational messages on familiar topics. They can follow oral directions in familiar contexts, including simple multi-step directions.</p>
<b>D</b>	<p>Individuals at this level generally can perform tasks that involve written instructions in both familiar and unfamiliar situations. Other skills may include: reading and following multi-step directions; reading and interpreting manuals and legal forms; interpreting literary materials such as poetry and literature; creating and using tables and graphs; integrating information from multiple texts, charts, and graphs; evaluating and organizing information.</p> <p>They can also organize information and perform tasks that involve workplace communication skills. Persons at this level generally are able to successfully complete appropriate sections of the Tests of General Educational Development (GED Tests).</p>	<p>Individuals at this level generally can add, subtract, multiply, and divide whole numbers, fractions, and decimals. Other skills may include using mathematics in the workplace, such as calculating discounts; comparing prices to determine the best buys for goods and services; creating and using tables and graphs; computing standard measurement for length, width, perimeter, and area. They generally can organize, implement and perform multi-level calculations. Persons at this level generally are able to successfully complete appropriate sections of the Tests of General Educational Development (GED Tests).</p>	<p>Individuals at this level generally can perform writing tasks, such as most letters, logs, memos, and forms, with reasonable accuracy to meet most personal and employment-related needs. Other skills may include: taking notes from meetings and recorded messages; describing work or training procedures including basic safety directives, job aids, and maintenance instructions; stating personal and employment goals.</p> <p>Persons at this level generally are able to successfully complete the writing section of the Tests of General Educational Development (GED Tests).</p>	



## CREDENTIAL PROGRAM RESULTS AND STATISTICAL HIGHLIGHTS

This section of the report is designed to summarize the major statistical trends displayed in the tables and graphs:

- A total of **34,484** basic skill certificates were issued from Program Year 1998 through Program Year 2006.
- The total number of certificates issued during Program Year 2006 **decreased .49%** over Program Year 2005 (6,306 issued in PY 2005 as compared to 6,275 issued in PY 2006).
- **89%** of the total number of certificates issued was to adult literacy program enrollees and **11%** of the total number of certificates issued was to program enrollees enrolled in cooperating literacy programs such as corrections, etc.
- The number of reading skill certificates issued during Program Year 2006 **decreased 2%** over Program Year 2005 (3,198 issued in PY 2005 as compared to 3,132 issued in PY 2006).
- The number of mathematics skill certificates issued during Program Year 2006 **decreased 6%** over Program Year 2005 (2,228 issued in PY 2005 as compared to 2,103 issued in PY 2006);
- The number of writing skill certificates issued during Program Year 2006 **increased 33%** over Program Year 2005 (233 issued in PY 2005 as compared to 310 issued in PY 2006). The writing skill certificate component was incorporated into the basic skills certification program during Program Year 2002.
- The number of listening skill certificates issued for Program Year 2006 **increased 13%** over Program Year 2005 (647 issued in PY 2005 as compared to 730 issued in PY 2006). The listening skill certificate component was incorporated into the basic skills certification program during the Spring of Program Year 2004.
- The total percent of certificates issued by modality was: (1) **reading 50%**, (2) **mathematics 34%**, (3) **writing 5%**, and (4) **listening 12%**.
- The greatest percentage (62%) of reading certificates was issued at **CASAS Levels C and D**.
- The greatest percentage (78%) of mathematics certificates was issued at **CASAS Levels C and D**.
- The greatest percentage (59%) of writing certificates was issued at **CASAS Levels B and C**.
- The greatest percentage (84%) of listening certificates was issued at **CASAS Levels A and B**.
- The highest number of certificates was issued at **CASAS Levels C and D** (31% for each level).

This section of the report is designed to enumerate the credentialing program results for Program Year 2006. The results are displayed in the following tables and graphs:

- **Table 1:** Table 1 provides an overview of the total number of credentials issued for the four (4) components of the credential program;

- **Table 2:** Table 2 provides a breakout of the number of basic literacy skills certificates issued to program enrollees by subject area and CASAS level;
- **Table 3:** Table 3 provides a breakout of the number of basic skill certificates issued to cooperating program enrollees by subject area and CASAS level;
- **Table 4:** Table 4 provides the total number of certificates issued by subject area and CASAS level.
- **Graph 1:** Graph 1 is a pie chart depicting the percentage and number relationship among the four (4) components of the basic skills credential program;
- **Graph 2:** Graph 2 is a pie chart depicting the percentage and number relationship among the four subject areas for Iowa's Basic Skills Certification program;
- **Graph 3:** Graph 3 is a bar chart which provides a breakout of the number and percentage of basic skills certificates issued by CASAS certification level and subject area;
- **Graph 4:** Graph 4 is a bar chart depicting the number and percentage of reading certificates issued by CASAS certification level;
- **Graph 5:** Graph 5 is a bar chart depicting the number and percentage of mathematics certificates issued by CASAS certification level;
- **Graph 6:** Graph 6 is a bar chart depicting the number and percentage of writing certificates issued by CASAS certification level;
- **Graph 7:** Graph 7 is a bar chart depicting the number and percentage of listening certificates issued by CASAS certification level.
- **Graph 8:** Graph 8 is a bar chart which provides a breakout of the number and percentage of basic skills certificates issued by CASAS certification level;
- **Graph 9:** Graph 9 is a pie chart indicating the number and percent of basic skills certificates issued to adult literacy program enrollees and other cooperating adult literacy program enrollees. The adult literacy program enrollees include adult learners enrolled in the community college based adult literacy program. The cooperating adult literacy programs include adult learners enrolled in corrections, alternative high school or other cooperating adult literacy programs.
- **Graph 10:** Graph 10 is a bar chart illustrating the total number of basic skills certificates issued for Program Years 1998-2006.

Each one of the tables and graphs is accompanied with an interpretative statement.

**TABLE 1**

**Number of Basic Literacy Skills Certificates, GED Diplomas,  
Adult High School Diplomas and Secondary School Diplomas Issued  
Through Iowa's Community Colleges for Program Year 2006  
(July 1, 2005 – June 30, 2006)**

<b>A Community College</b>	<b>B *Basic Literacy Skills Certificates</b>	<b>C **High School Equivalency Diplomas</b>	<b>D ***CC Adult High School Diplomas</b>	<b>E ****Secondary School Diplomas</b>	<b>F Total</b>
Northeast IA Comm. College	266	193	0	69	<b>528</b>
North IA Area Comm. College	187	91	0	22	<b>300</b>
Iowa Lakes Comm. College	55	56	0	65	<b>176</b>
Northwest IA Comm. College	106	28	24	9	<b>167</b>
Iowa Central Comm. College	478	316	3	1,133	<b>1,930</b>
Iowa Valley Comm. College Dist.	503	185	4	62	<b>754</b>
Hawkeye Comm. College	226	147	3	65	<b>441</b>
Eastern IA Comm. College Dist	655	601	0	0	<b>1,256</b>
Kirkwood Comm. College	617	367	96	253	<b>1,333</b>
Des Moines Area Comm. College	826	771	112	359	<b>2,068</b>
Western IA Tech Comm. College	415	268	0	0	<b>683</b>
Iowa Western Comm. College	603	301	0	30	<b>934</b>
Southwestern Comm. College	105	58	0	0	<b>163</b>
Indian Hills Comm. College	720	200	0	50	<b>970</b>
Southeastern Comm. College	513	311	0	174	<b>998</b>
<b>TOTAL</b>	<b>6,275</b>	<b>3,893</b>	<b>242</b>	<b>2,291</b>	<b>12,701</b>

**Sources:** Iowa Department of Education Program Year 2006 Basic Literacy Skills Certification and High School Diploma Report, and GEDScoring.COM Iowa GED Diploma database.

\* Column B represents the number of basic literacy skills certificates issued in the subject areas of Reading, Mathematics, Writing and Listening for CASAS Levels A-D.

\*\* Column C represents the number of Iowa High School Equivalency Diplomas issued for those adults who successfully completed the GED 2002 Test Battery.

\*\*\* Column D represents the number of adult learners enrolled in community college based adult high school courses and completed requirements for the Adult High School Diploma issued by the community College.

\*\*\*\*Column E represents the number of in school youth issued a traditional high school diploma by the local school district as a direct result of a cooperative agreement between the local school district and the community college.

**Interpretation:** The data indicates 6,275 (49%) basic skills certificates, 3,893 (31%) Iowa High School Equivalency Diplomas, 242 (2%) adult high school diplomas and 2,291 (18%) traditional secondary school diplomas for a total of 12,701 credentials were issued in conjunction with Iowa's community college based basic literacy skills credential program. The basic skills certificates were issued through the statewide community college based adult literacy program. The Iowa High School Equivalency Diplomas were issued by the Iowa Department of Education's Community College based GED Testing Program. The adult high school diplomas were issued through the community college based adult high school diploma program. The traditional secondary school diplomas were issued by the local school districts as a result of a cooperative agreement between the local school districts and the community colleges.

## TABLE 2

**Number of Basic Literacy Skills Certificates Issued by Iowa's Community Colleges  
by Subject Area and CASAS Certification Level for Program Enrollees During Program Year 2006  
(July 1, 2005 – June 30, 2006)**

A Community College	B Reading  CASAS LEVEL				C Sub total	D Mathematics  CASAS LEVEL				E Sub total	F *Writing  CASAS LEVEL				G Sub total	H **Listening  CASAS LEVEL			I Sub total	K Total (Col C + Col E + Col G + Col I)
	A	B	C	D		A	B	C	D		A	B	C	D		A	B	C		
Northeast IA Comm. College	26	17	21	50	114	0	15	54	47	116	0	8	6	6	20	2	8	6	16	266
North IA Area Comm. College	14	29	3	8	54	2	23	59	47	131	0	1	1	0	2	0	0	0	0	187
IA Lakes Comm. College	3	6	15	11	35	1	1	11	7	20	0	0	0	0	0	0	0	0	0	55
Northwest IA Comm. College	26	18	9	19	72	3	1	1	6	11	10	9	2	2	23	0	0	0	0	106
IA Central Comm. College	98	68	30	26	222	0	9	19	17	45	0	4	2	0	6	41	18	1	60	333
IA Valley Comm. College Dist.	54	59	87	63	263	1	22	67	42	132	1	4	5	1	11	44	43	10	97	503
Hawkeye Comm. College	21	14	43	6	84	4	32	20	0	56	7	11	5	0	23	34	23	6	63	226
Eastern IA Comm. Coll. Dist	46	58	226	81	411	3	33	132	25	193	1	3	4	0	8	19	19	5	43	655
Kirkwood Comm. College	16	40	53	162	271	2	21	42	202	267	0	0	0	0	0	11	15	19	45	583
Des Moines Area Comm. Coll.	103	174	93	55	425	7	8	11	1	27	5	17	11	13	46	84	132	46	262	760
Western IA Tech Comm. Coll.	47	44	56	85	232	0	11	42	54	107	17	9	10	2	38	21	11	6	38	415
Iowa Western Comm. College	10	19	35	72	136	1	10	108	94	213	0	0	3	5	8	16	16	2	34	391
Southwestern Comm. College	6	9	11	38	64	0	1	7	28	36	0	0	1	0	1	3	1	0	4	105
Indian Hills Comm. College	33	45	56	124	258	20	54	111	105	290	7	10	21	38	76	23	22	15	60	684
Southeastern Comm. College	14	18	26	63	121	9	35	58	65	167	0	0	0	0	0	5	1	0	6	294
<b>TOTAL</b>	517	618	764	863	2,762	53	276	742	740	1,811	48	76	71	67	262	303	309	116	728	5,563

**Source:** Program Year 2006 Basic Literacy Skills Certification and High School Diploma Report for Program Year 2006: Iowa Department of Education

\* The Writing Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2002. The Reading and Mathematics components were implemented during Program Year 1998.

\*\* The Listening Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2004.

**Interpretation:** The data indicates 2,762 (50%) reading certificates, 1,811 (33%) mathematics certificates, 262 (5%) writing certificates and 728 (13%) listening certificates for a total of 5,563 certificates, which were issued during Program Year 2006. The greatest percentage (59%) of reading certificates was issued at CASAS C and D levels. The greatest percentage (82%) of mathematics certificates was issued at CASAS C and D levels. The greatest percentage (56%) of writing certificates was issued at CASAS B and C levels. The greatest percentage of listening certificates (84%) was issued at CASAS levels A and B.

# TABLE 3

## Number of Basic Literacy Skills Certificates Issued by Iowa's Community Colleges by Subject Area and CASAS Certification Level for Cooperating Program Enrollees During Program Year 2006 (July 1, 2005 – June 30, 2006)

A Community College	B Reading CASAS LEVEL				C Sub total	D Mathematics CASAS LEVEL				E Sub total	F *Writing CASAS LEVEL				G Sub total	H **Listening CASAS LEVEL			I Sub total	K Total (Col C + Col E + Col G + Col I)
	A	B	C	D		A	B	C	D		A	B	C	D		A	B	C		
Northeast IA Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North IA Area Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
IA Lakes Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Northwest IA Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
IA Central Comm. College	0	6	25	50	81	0	3	9	4	16	0	13	22	13	48	0	0	0	0	145
IA Valley Comm. College Dist.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hawkeye Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Eastern IA Comm. Coll. Dist	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kirkwood Comm. College	1	5	7	4	17	0	3	6	6	15	0	0	0	0	0	2	0	0	2	34
Des Moines Area Comm. Coll.	0	8	14	18	40	6	6	10	4	26	0	0	0	0	0	0	0	0	0	66
Western IA Tech Comm. Coll.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Iowa Western Comm. College	2	21	29	46	98	8	50	31	25	114	0	0	0	0	0	0	0	0	0	212
Southwestern Comm. College	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Hills Comm. College	0	2	9	10	21	1	4	5	5	15	0	0	0	0	0	0	0	0	0	36
Southeastern Comm. College	6	13	49	45	113	6	40	35	25	106	0	0	0	0	0	0	0	0	0	219
<b>TOTAL</b>	<b>9</b>	<b>55</b>	<b>133</b>	<b>173</b>	<b>370</b>	<b>21</b>	<b>106</b>	<b>96</b>	<b>69</b>	<b>292</b>	<b>0</b>	<b>13</b>	<b>22</b>	<b>13</b>	<b>48</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>712</b>

**Source:** Program Year 2006 Basic Literacy Skills Certification and High School Diploma Report for Program Year 2006: Iowa Department of Education

\* The Writing Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2002. The Reading and Mathematics components were implemented during Program Year 1998.

\*\* The Listening Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2004.

**Interpretation:** The data indicates 370 (52%) reading certificates, 292 (41%) mathematics certificates, 48 (7%) writing certificates and 2 (0.28%) listening certificates for a total of 712 certificates, which were issued during Program Year 2006. The greatest percentage (83%) of reading certificates was issued at CASAS C and D levels. The greatest percentage (69%) of mathematics certificates was issued at CASAS B and C levels. The greatest percentage (46%) of writing certificates was issued at CASAS B level. There were 2 listening skill certificates issued for non-program enrollees.

# TABLE 4

## Total Number of Basic Literacy Skills Certificates Issued by Iowa's Community Colleges by Subject Area and CASAS Certification Level During Program Year 2006 (July 1, 2005 – June 30, 2006)

A Community College	B Reading CASAS LEVEL				C Sub total	D Mathematics CASAS LEVEL				E Sub total	F *Writing CASAS LEVEL				G Sub total	H **Listening CASAS LEVEL			I Sub total	K Total (Col C + Col E + Col G + Col I)
	A	B	C	D		A	B	C	D		A	B	C	D		A	B	C		
Northeast IA Comm. College	26	17	21	50	114	0	15	54	47	116	0	8	6	6	20	2	8	6	16	266
North IA Area Comm. College	14	29	3	8	54	2	23	59	47	131	0	1	1	0	2	0	0	0	0	187
IA Lakes Comm. College	3	6	15	11	35	1	1	11	7	20	0	0	0	0	0	0	0	0	0	55
Northwest IA Comm. College	26	18	9	19	72	3	1	1	6	11	10	9	2	2	23	0	0	0	0	106
IA Central Comm. College	98	74	55	76	303	0	12	28	21	61	0	17	24	13	54	41	18	1	60	478
IA Valley Comm. College Dist.	54	59	87	63	263	1	22	67	42	132	1	4	5	1	11	44	43	10	97	503
Hawkeye Comm. College	21	14	43	6	84	4	32	20	0	56	7	11	5	0	23	34	23	6	63	226
Eastern IA Comm. Coll. Dist	46	58	226	81	411	3	33	132	25	193	1	3	4	0	8	19	19	5	43	655
Kirkwood Comm. College	17	45	60	166	288	2	24	48	208	282	0	0	0	0	0	13	15	19	47	617
Des Moines Area Comm. Coll.	103	182	107	73	465	13	14	21	5	53	5	17	11	13	46	84	132	46	262	826
Western IA Tech Comm. Coll.	47	44	56	85	232	0	11	42	54	107	17	9	10	2	38	21	11	6	38	415
Iowa Western Comm. College	12	40	64	118	234	9	60	139	119	327	0	0	3	5	8	16	16	2	34	603
Southwestern Comm. College	6	9	11	38	64	0	1	7	28	36	0	0	1	0	1	3	1	0	4	105
Indian Hills Comm. College	33	47	65	134	279	21	58	116	110	305	7	10	21	38	76	23	22	15	60	720
Southeastern Comm. College	20	31	75	108	234	15	75	93	90	273	0	0	0	0	0	5	1	0	6	513
<b>TOTAL</b>	526	673	897	1,036	3,132	74	382	838	809	2,103	48	89	93	80	310	305	309	116	730	6,275

**Source:** Program Year 2006 Basic Literacy Skills Certification and High School Diploma Report for Program Year 2006: Iowa Department of Education

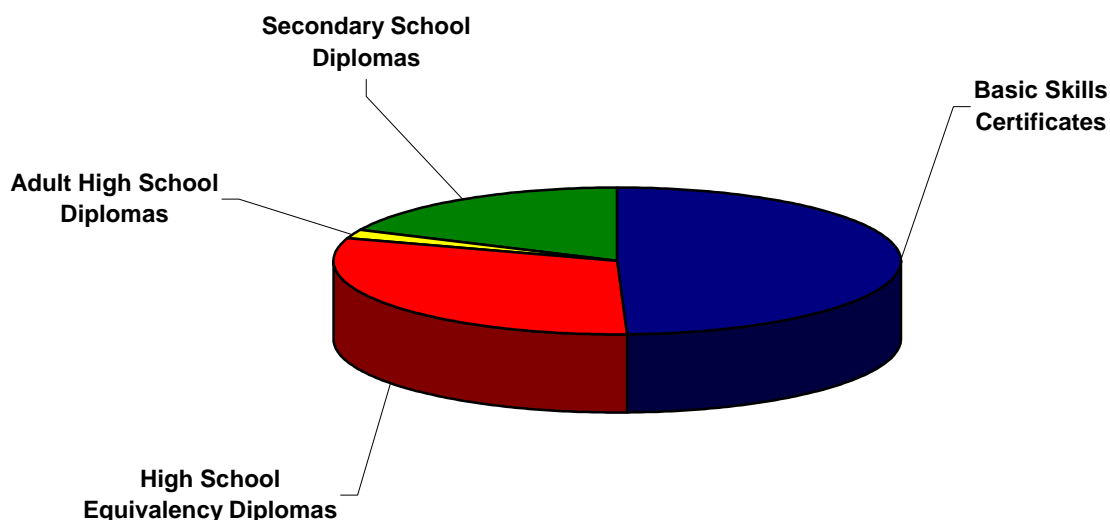
\* The Writing Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2002. The Reading and Mathematics components were implemented during Program Year 1998.

\*\* The Listening Skills component of Iowa's Basic Skills Certification program was implemented during Program Year 2004.

**Interpretation:** The data indicates 3,132 (50%) reading certificates, 2,103 (34%) mathematics certificates, 310 (5%) writing certificates and 730 (12%) listening certificates for a total of 6,275 certificates, which were issued during Program Year 2006. The greatest percentage (62%) of reading certificates was issued at CASAS C and D levels. The greatest percentage (78%) of mathematics certificates was issued at CASAS C and D levels. The greatest percentage (59%) of writing certificates was issued at CASAS B and C levels. The greatest percentage (84%) of listening certificates was issued at CASAS levels A and B.

## GRAPH 1

### Number and Percent of Basic Skills Certificates, High School Equivalency Diplomas, Adult High School Diplomas and Secondary School Diplomas Issued for Program Year 2006



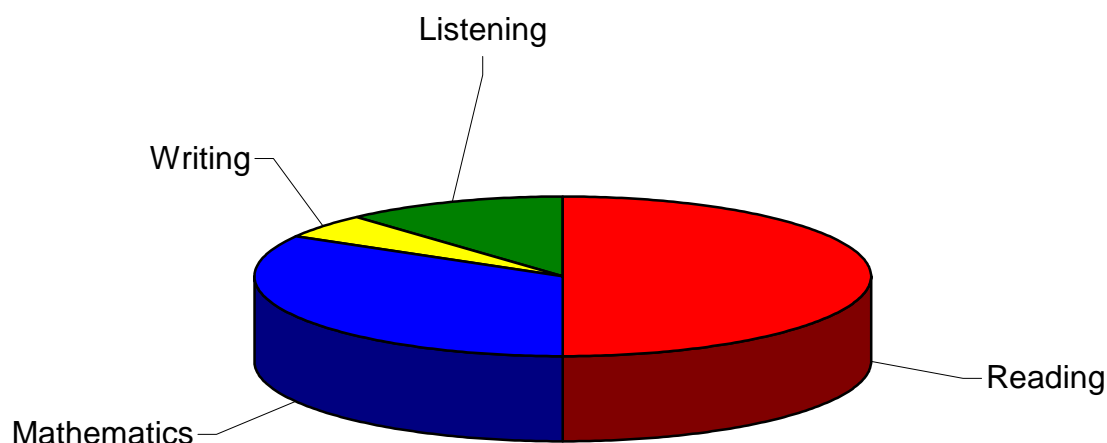
**Interpretation:** The highest percentage of credentials issued was in the Basic Skills Certificate component (49%) followed by the Iowa High School Equivalency Diploma component (31%).

CREDENTIAL COMPONENT	N	%
Basic Skills Certificates	6,275	49
High School Equivalency Diplomas	3,893	31
Adult High School Diplomas	242	2
Secondary School Diplomas	<u>2,291</u>	<u>18</u>
Total	12,701	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education; GED Scoring.COM Iowa GED Diploma database.

## GRAPH 2

### Number and Percent of Basic Skills Certificates Issued by Subject Area for Program Year 2006



**Interpretation:** The highest percentage of basic skills certificates issued was in the reading subject area (50%) followed by the mathematics subject area (34%). Program Year 2002 was the first year that certificates were issued for the writing subject area. Program Year 2004 was the first year that certificates were issued for the listening subject area.

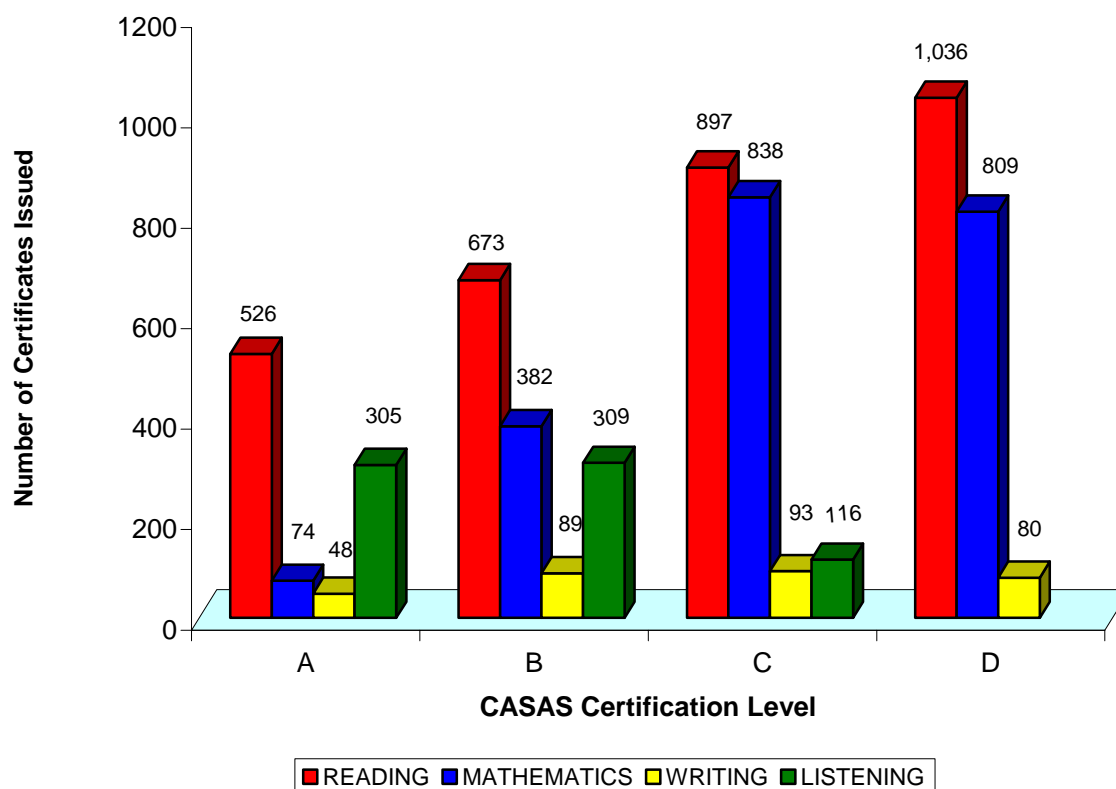
SUBJECT AREA	N	%
Reading	3,132	50
Mathematics	2,103	34
Writing	310	5
Listening	730	12
Total	6,275	101

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.



### GRAPH 3

**Number and Percent of Basic Skills  
Certificates Issued by CASAS Certification  
Level and Subject Area for Program Year 2006**



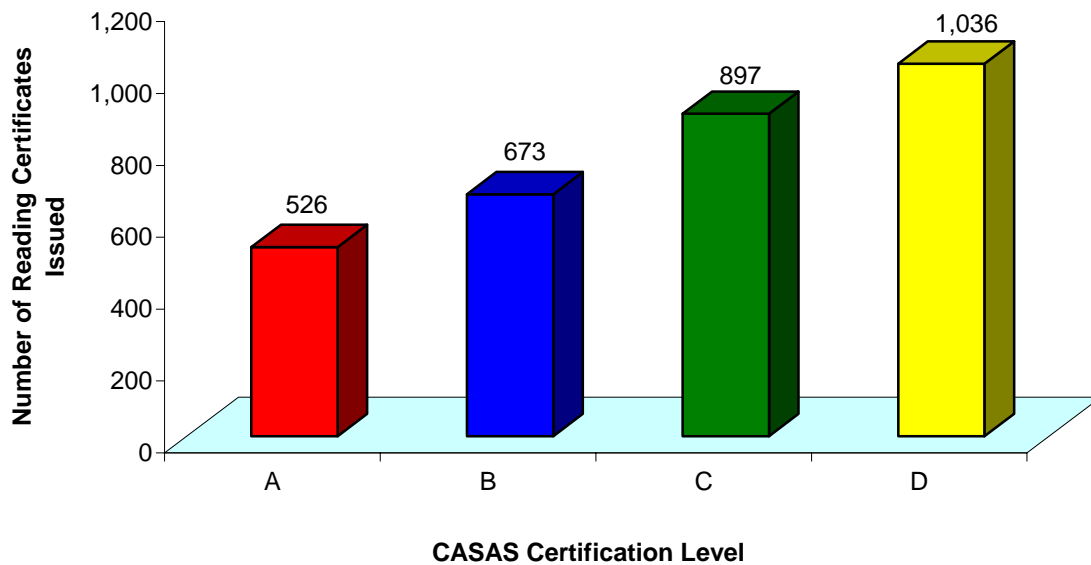
**Interpretation:** The highest number of certificates issued for the reading subject area was at CASAS Level D (1,036). The highest number of certificates issued for the mathematics subject area was at CASAS Level C (838). The highest number of certificates issued for the writing subject area was at CASAS Level C (93). The highest number of certificates issued for the listening subject area was at CASAS Level B (309).

CASAS LEVEL	READING		MATHEMATICS		WRITING		LISTENING		TOTAL
	N	%	N	%	N	%	N	%	
A	526	55	74	8	48	5	305	32	953
B	673	46	382	26	89	6	309	21	1,453
C	897	46	838	43	93	5	116	6	1,944
D	1,036	54	809	42	80	4	NA	NA	1,925
Total	3,132	50	2,103	34	310	5	730	12	6,275

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 4

### Number and Percent of Reading Certificates Issued by CASAS Certification Level for Program Year 2006



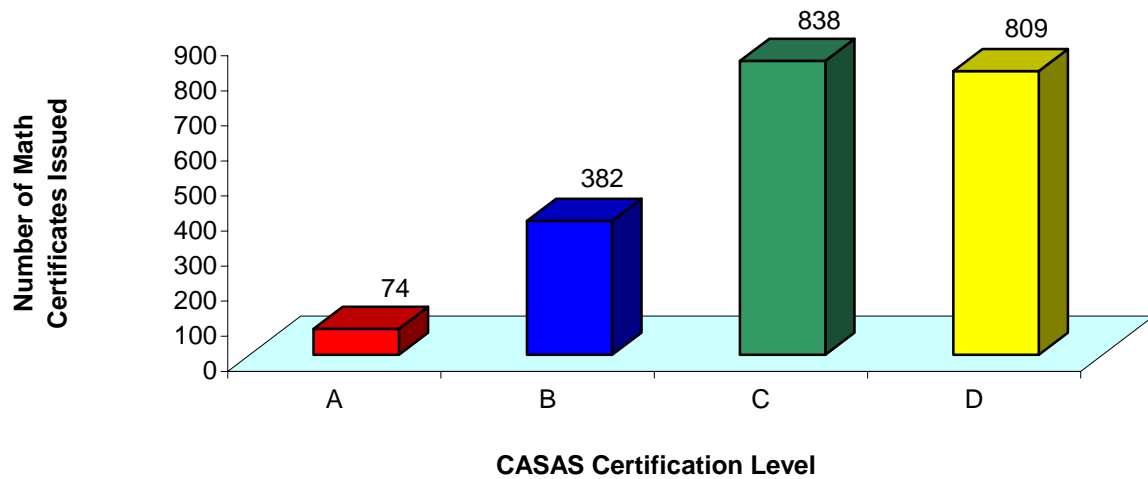
**Interpretation:** The highest number of certificates issued for the reading subject area was at CASAS Level D (1,036).

CASAS LEVEL	READING	
	N	%
A	526	17
B	673	21
C	897	29
D	<u>1,036</u>	<u>33</u>
Total	3,132	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 5

### Number and Percent of Mathematics Certificates Issued by CASAS Certification Level for Program Year 2006



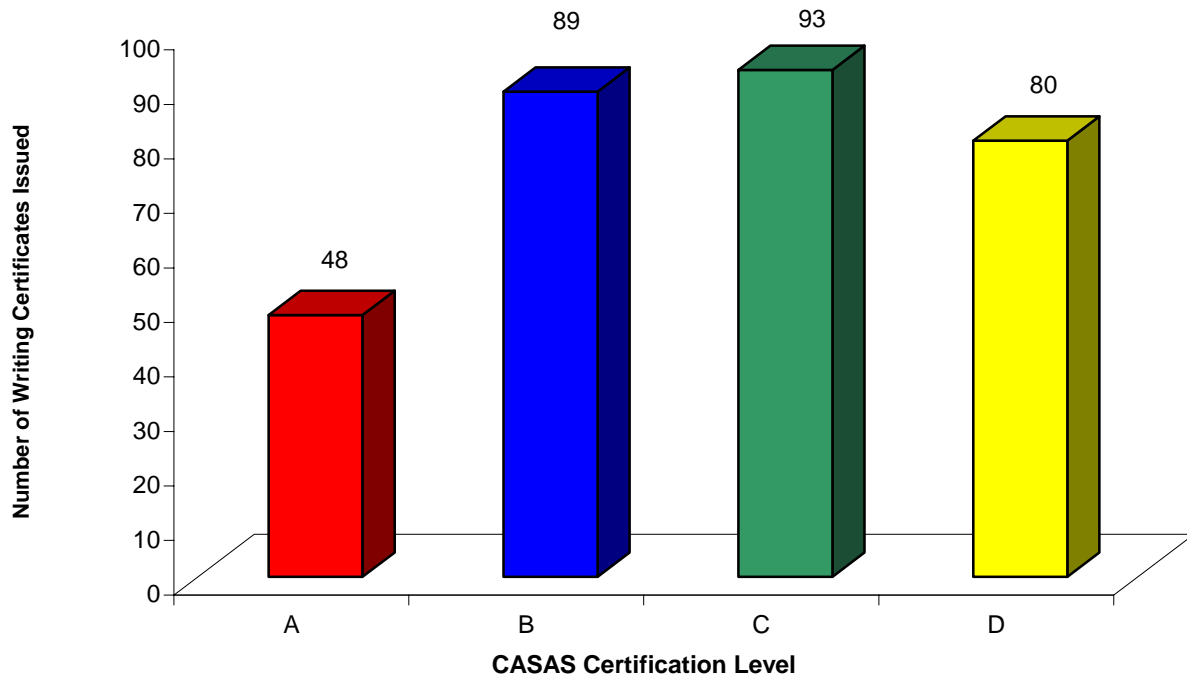
**Interpretation:** The highest number of certificates issued for the mathematics subject area was at CASAS Level C (838).

CASAS LEVEL	MATHEMATICS	
	N	%
A	74	4
B	382	18
C	838	40
D	809	38
Total	2,103	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 6

### Number and Percent of Writing Certificates Issued by CASAS Certification Level for Program Year 2006



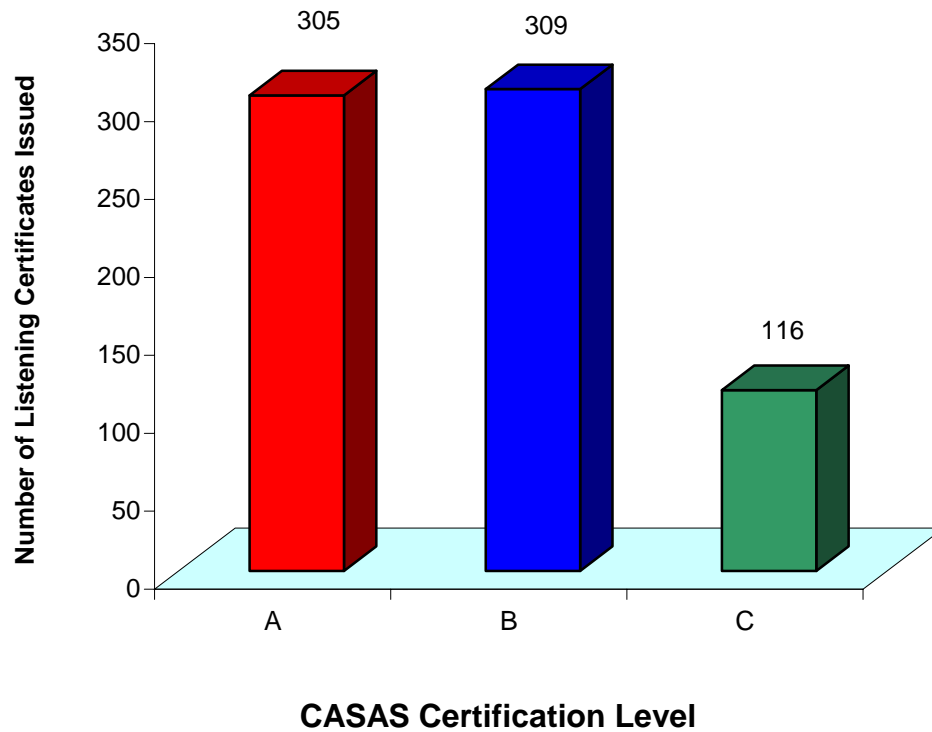
**Interpretation:** The highest number of certificates issued for the writing subject area was at CASAS Level C (93).

CASAS LEVEL	WRITING	
	N	%
A	48	15
B	89	29
C	93	30
D	80	26
Total	310	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education

## GRAPH 7

### Number and Percent of Listening Certificates Issued by CASAS Certification Level for Program Year 2006



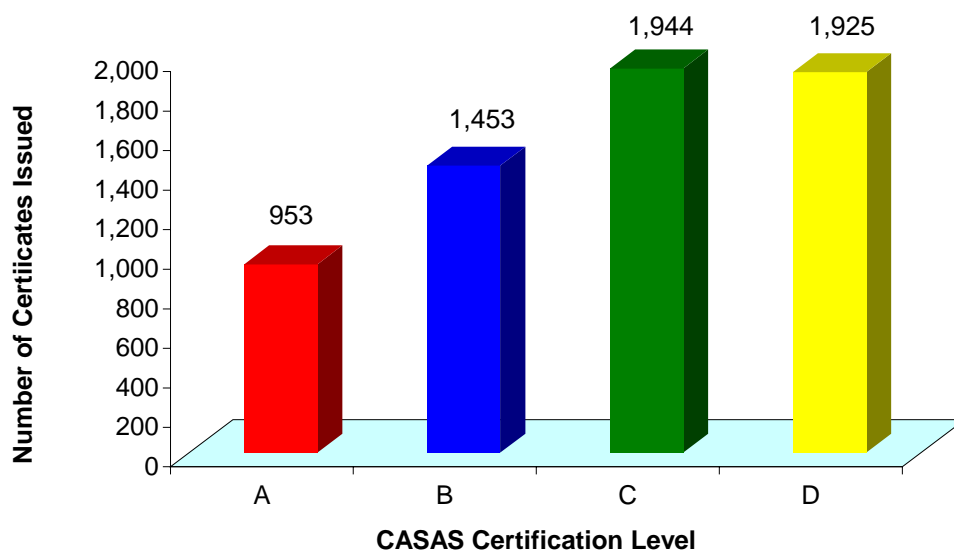
**Interpretation:** The highest number of certificates issued for the listening subject area was at CASAS Level B (309).

CASAS LEVEL	LISTENING	
	N	%
A	305	42
B	309	42
C	<u>116</u>	<u>16</u>
Total	730	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 8

**Number of Basic Skills Certificates Issued  
by CASAS Certification Level for  
Program Year 2006**



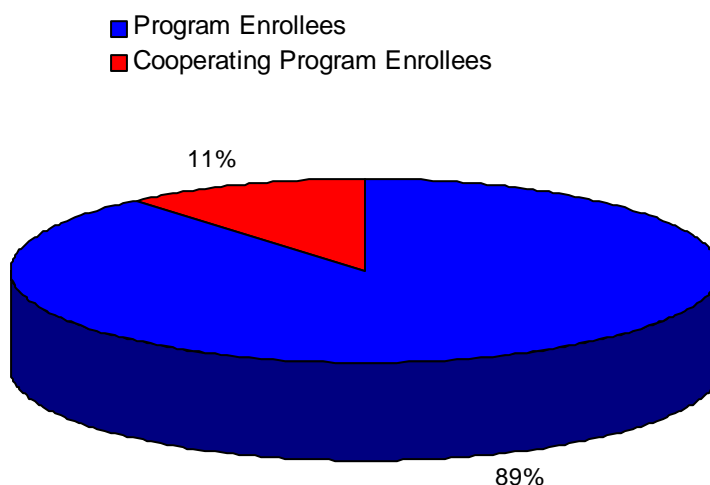
**Interpretation:** The highest number of certificates was issued at CASAS Certification Level C (1,944) followed by CASAS Certification Level D (1,925).

CASAS LEVEL	READING	MATHEMATICS	WRITING	LISTENING	TOTAL	PERCENT ISSUED
A	526	74	48	305	953	15
B	673	382	89	309	1,453	23
C	897	838	93	116	1,944	31
D	<u>1,036</u>	<u>809</u>	<u>80</u>	<u>NA</u>	<u>1,925</u>	<u>31</u>
Total	3,132	2,103	310	730	6,275	100

**Source:** Program Year 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 9

### Number and Percent of Basic Skills Certificates Issued To Community College Based Adult Literacy Program Enrollees and Other Cooperating Adult Literacy Program Enrollees for Program Year 2006



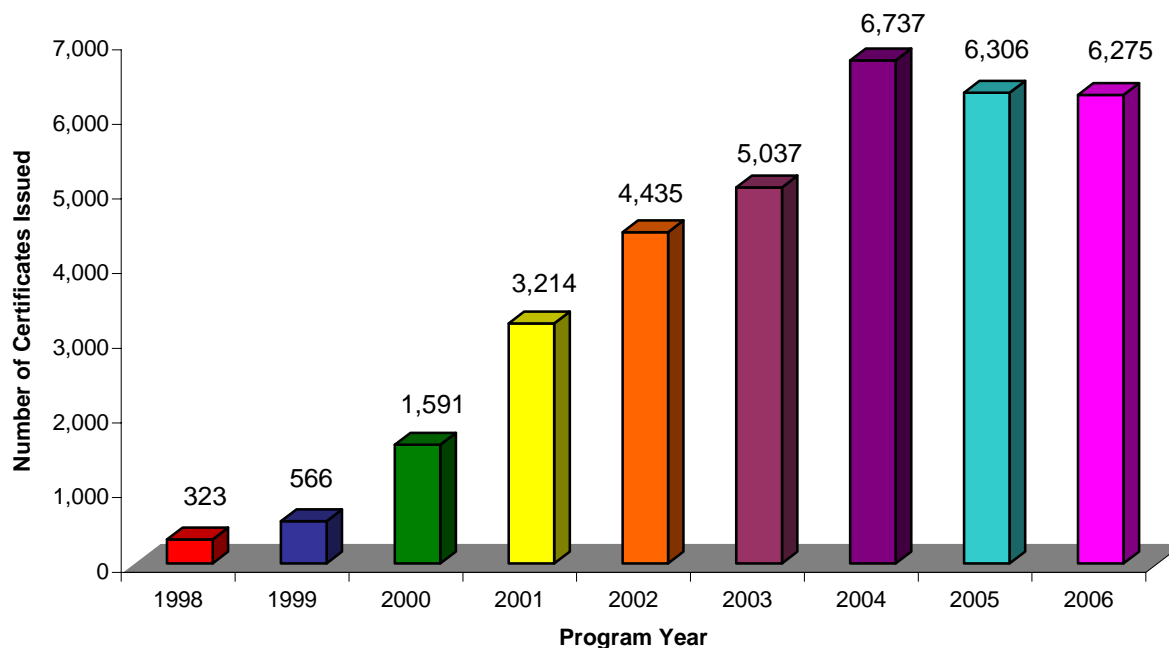
**Interpretation:** 89 percent of the certificates were issued to program enrollees. 11 percent of the certificates were issued to cooperating programs enrollees (i.e. corrections, etc.).

PROGRAM ENROLLEES		COOPERATING PROGRAM ENROLLEES		Total
Number	Percent	Number	Percent	
5,563	89	712	11	6,306

**Source:** Program Years 2006 Iowa Basic Skills Certification Report: Iowa Department of Education.

## GRAPH 10

### Total Number of Basic Skills Certificates Issued for Program Years 1998-2006



**Interpretation:** A total of 6,275 basic skills certificates were awarded during Program Year 2006, which represents a .49% decrease over the number of basic skills certificates issued during Program Year 2005 (6,306). Program Year 2001 was the first year that all of Iowa's community colleges participated in the Iowa Basic Skills Certification program.

PROGRAM YEAR	NUMBER OF CERTIFICATES ISSUED	PROGRAM YEAR % INCREASE / DECREASE	NUMBER OF COMMUNITY COLLEGES PARTICIPATING
1998	323	NA	4
1999	566	75	6
2000	1,591	181	12
2001	3,214	102	15
2002	4,435	38	15
2003	5,037	14	15
2004	6,737	34	15
2005	6,306	-6	15
2006	6,275	-.49	15
Total	34,484		

**Source:** Program Years 1998-2006 Iowa Basic Skills Certification Report: Iowa Department of Education.



## OBSERVATIONS

- The Iowa Basic Skills Certification program, Iowa High School Equivalency Diploma, and Adult High School Diploma components of the community college based basic literacy skills credential program provide a comprehensive program of issuance of basic literacy skills certificates and secondary school credentials to adults lacking basic literacy skills or a traditional high school diploma;
- The basic skills certification component is the fastest growing segment of the basic literacy skills credential program.
- The Traditional High School Diploma component offers in school youth the opportunity to participate in vocational-technical programs and advanced college placement courses and obtain credit for such participation toward the completion of a high school diploma awarded by the local school district.
- The basic skills certification program documents educational gains achieved by the program participants.
- The credential program is a key indicator of program accountability.
- The number of certificates issued for CASAS Level D reading, CASAS Level D mathematics and CASAS Level D writing should be granted to adult learners preparing to take the GED 2002 test battery. The CASAS/GED correlation study documents the high GED pass rate for candidates who perform at CASAS Level D. This strategy will insure that Iowa will maintain a 94-96 GED percent pass rate given that 97 percent of the Iowa GED candidates who did not successfully complete the GED 2002 test battery did not meet the state standard on either the *Language Arts, Writing* or *Mathematics* subtests or a combination of the two subtests.
- The total number of basic skill certificates issued during Program Year 2006 experienced a .49% decrease over the number issued for Program Year 2005. This marks the second decrease since the basic skills certification program was initiated in Program Year 1998. The main reasons for the decrease were: (1) a slight decline in the total adult literacy enrollment for Program Year 2006 as compared to Program Year 2005, (2) a lack of certified readers for issuance of writing skill certificates, (3) the absence of timely post test results for the writing certificate component, and (4) decrease in state corrections education funding.

# **APPENDIX A**

## **IOWA BASIC SKILLS CREDENTIAL PROGRAM REPORT FORM**

**Iowa Basic Skill Certification and High School Diploma Report  
for Program Year 2006**

(July 1, 2005-June 30, 2006)

**Due: July 15, 2006**

\_\_\_\_\_  
**Community College Name**

- 1a. **Number of Basic Skill Certificates Issued to Community College Based Adult Literacy Program Enrollees.** Report the total number of basic skill certificates issued to adult learners enrolled in the community college based adult literacy program during Program Year 2006 (July 1, 2005-June 30, 2006). **This number should only include community college based adult literacy program enrollees. This number should not include** (1) basic skill certificates issued to persons who were not enrolled in the community college based adult literacy program such as corrections, secondary students, alternative high school, etc. The source document for completion of this table is the **TOPSpro report** titled *TOPSpro Certification Report*. The number of Writing Skill certificates issued will be reported by Cindy Burnside and Margie Ranch.

Table I			
Number of Basic Skill Certificates Issued to Community College Based Adult Literacy Program Enrollees			
CASAS LEVEL	Reading	Mathematics	Listening
A	_____	_____	_____
B	_____	_____	_____
C	_____	_____	_____
D	_____	_____	_____

- 1b. **Number of Basic Skill Certificates Issued to Adult Learners/Students Enrolled in Other Literacy Programs:** Report the total number of basic skill certificates issued to adult learners/students enrolled **in other literacy programs** during Program Year 2006 (July 1, 2005-June 30, 2006). An example of adult learners enrolled in another literacy program would be a corrections literacy program where the enrollees are awarded basic skill certificates. Another example would be a cooperative program between a community college and secondary institution whereby the students are issued basic skill certificates such as an alternative high school program. The source document(s) for completion of this table could be the TOPSpro *Certification Report* or a report generated from another database. The number of Writing Skill certificates issued will be reported by Cindy Burnside and Margie Ranch. **Both Table 1 and Table 2 should only report unduplicated headcounts.** The sum of Tables 1 and 2 should total the number of basic skill certificates issued during Program Year 2006.

Table II			
Number of Basic Skill Certificates Issued to Adult Learners/Students Enrolled in Other Literacy Programs			
CASAS LEVEL	Reading	Mathematics	Listening
A	_____	_____	_____
B	_____	_____	_____
C	_____	_____	_____
D	_____	_____	_____

**Iowa Basic Skill Certification and High School Diploma Report  
for Program Year 2006**

(July 1, 2005-June 30, 2006)

**Due: July 15, 2006**

- 2.a **Number of Adult High School Diplomas Issued:** Report all persons who were issued a community college based Adult High School Diploma **by the community college** during Program Year 2006. **Do not include the number of GED diplomas issued. Do not report diplomas awarded to in school youth. Report only the number of diplomas awarded to out of school persons.**

\_\_\_\_\_  
(Number Issued)

- 2.b **Number of Secondary High School Diplomas Issued:** Report all **in school youth** who were issued a traditional high school diploma by a **local school district** as a result of a cooperative agreement between the local school district and the community college. **Include alternative high school diploma recipients. Do not include the number of GED diplomas issued. Do not include the total number of in school youth enrolled in the cooperative agreement program.**

\_\_\_\_\_  
(Number Issued)

3. E-mail the completed form to John Hartwig at [john.hartwig@iowa.gov](mailto:john.hartwig@iowa.gov).