



STATE OF WASHINGTON

WASHINGTON WORKFIRST

- *Office of Financial Management*
- *Department of Social and Health Services*
- *Employment Security Department*
- *Department of Community, Trade & Economic Development*
- *State Board for Community and Technical Colleges*
- *Department of Early Learning*

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TO: All WorkFirst Staff

FROM: Carole Holland, Senior WorkFirst Coordinator
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SUBJECT: COMPREHENSIVE EVALUATION TRANSITION

Plans are continuing to launch the Streamlined Comprehensive Evaluation on September 1, 2009. In the meantime, however, we have received a number of questions and concerns about the colleges' ability to conduct their portion of the current Comprehensive Evaluation from July 1 through August 31 when the new process is implemented.

Based on guidance in their 2010 WorkFirst Delivery Agreement (which becomes effective July 1, 2009), the colleges have already outlined the structure, services, and programs they will deliver from July 1, 2009 through June 30, 2010. With the significant funding reduction that all colleges (except one) will receive, they did not plan to allocate resources for delivery of the CASAS appraisal at the local CSO or WorkSource office, the one-on-one interview with the parent, or entering the education justification into eJAS.

Given the colleges' reduced resources and approved plans and after careful consideration of various options, we are issuing the following direction:

For the period July 1 through August 31, the one-on-one interview and entry of education justification information conducted by the colleges will be eliminated; CASAS scores and corresponding grade level or descriptors will be entered into the CE section of eJAS. Local partners will discuss and agree on the location and availability of the CASAS testing. The remainder of the CE process will continue as it exists currently.

There are a number of reasons we believe this is the right option:

- Field staff already know the process
- Allows the CE to remain functional through August 31, 2009
- Is consistent with current CE WAC requirements
- Data integrity is left intact (GMAP – CE Partner report will remain valid)
- Eliminates the resource-intensive one-on-one parent interview done by the colleges
- Location and availability of the CASAS testing would be coordinated locally

There remain concerns, however, about logistical issues, such as requiring parents to travel long distances to the closest CASAS testing location and increasing the time spent in a CE (non-countable) component. To mediate those concerns, LPAs are encouraged to think creatively, explore innovations such as available automation, and monitor performance data carefully. Below are a couple of examples of how LPAs could accommodate the reduction in CASAS testing sites:

- Parents could be sent to a college testing site (may be more than one in an area) after the Foundation has been completed
- College representative could go to the CSO or WorkSource office on a locally-determined schedule

If you have questions, please contact your agency lead:

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We trust local partners will determine the best way to handle this two-month period, always keeping the needs of the WorkFirst family in mind. Additional information about the transition to the Streamlined Comprehensive Evaluation will be forthcoming as it is finalized.

cc: Sub 3