

Republic of Palau

Four-year State Plan

For

Workforce Innovation and Opportunity Act Title II

Adult Education and Literacy Program

Years 2020 to 2023

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 CERTIFICATION REGARDING LOBBYING

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OVERVIEW

The Palau Ministry of Education (hereafter referred to as “MOE”) is solely responsible for the administration and implementation of adult education activities in Palau aimed at developing educated and skilled workers for Palau. The overall goal of Palau Combined State Plan for Adult skills requisite for productive employment and effective citizenship. The Plan aims to expand and improve the current system of delivering adult education services to improve the out of school youth and educationally disadvantaged adults to achieve their high school diploma, pursue their education in postsecondary education; earn employability skills and life skills that will enable them into planned dynamic and cooperative lives and become productive citizens of Palau.

The Palau Education Master Plan¹ states. “The Republic of Palau Ministry of Education, in partnership with students, parents, and the community, is to ensure student success through effective curriculum and instruction in a conducive learning environment.” As the MOE mission states, the MOE needs partnership with students, parents, and the community to accomplish the goal of ensuring students success. The implementation and success of the adult education program includes involvement of the state governments and the schools at each site where the program is. MOE Adult Education program is also collaborating with different agencies and ministries to identify qualified clients for the program and in providing services as well. The collaborative efforts by the following offices have been successful in reaching out to our target group:

- Belau Family, School, and Community Association
- Belau Employers and Educators Alliance
- Ministry of Justice - Juvenile Justice Program & Division of Labor Services
- Palau Community College – Continuing Technology Education (CTE) and Adult High School Program (PCC AHS)
- Ministry of Community & Cultural Affairs– Palau National Youth Congress & Job Corp.
- Koror State Government – Koror State Youth Council

The Ministry of Education (herein MOEO that oversees the Palau Adult Education Program remains an active member of the WIOA State Workforce Development Board and Local Workforce Development Board. The Minister is a member of the board to assure adult education program initiatives are well represented and are aligned with the goals and objectives of WIOA. The board continues to prioritize the need to increase the number of programs assisting out-of-school youth and educationally disadvantaged adults become self-sufficient, successfully participate in the affairs of the community and to be more productive in the workforce.

One of the major components of the Palau Education Master Plan is strong partnership between parent, community and school for the education of our children. In addition, it calls for a strong partnership between business and school in order to improve education program in the workforce.

The educational leaders of the Palau believe that out-of-school youth and educationally disadvantaged adults must be identified and recruited to increase their level of educational

¹ Education Master Plan, 2017-2027

achievement in academics and occupational education. In order for them to meet employers' expectations and to be competent, employability skills, work skills and life skills must be taught.

Palau's Adult Education and Literacy program is eager to collaborate on many levels to bring seamless service delivery system to adult learners. Adult Education plays a critical role in Palau's workforce development system, and more importantly to the adult learners served, by providing opportunities for them to gain the educational skills necessary to transition to and succeed in postsecondary education, job training, better employment, and to reach their full potential as family members, productive workers, and citizens.

As one of the core partners under the Workforce Innovations and Opportunity Act herein WIOA, Adult Education plays an integral role in the workforce development system by providing access to educational services for adult learners through collaborative partnership with WIOA Office that administers youth, adult, and dislocated worker program funds and workforce activities. Adult Education increases opportunity in the educational and workforce development of adults as workers, parents, and citizens. Recognizing that this program plays a critical role in adult attainment of a secondary diploma, it also further assists in the transition to postsecondary education and training the use of career pathways.

- Adult Education will provide the following critical services and activities to support adult learners with the goal of improving access to education and training opportunities, as well as to employment:
 - Assist adults become literate and obtain the knowledge and skills for employment and economic self-sufficiency;
 - Support the educational and skill achievement of parents and family members to participate in the educational development of their children and improve economic opportunities for families;
 - Assist English learners in improving their English and math proficiency;
 - Assist incarcerated individuals in strengthening their knowledge and skills to promote successful re-entry into society.

The following data is based on ²2015 Palau Census

Age Group	Status	# Of People	Percentage
15-24	NO High School Diploma	1,253	8%
25 and over	No High School Diploma	2,388	16.4%
16-24	Unemployed		4.6%
25 and over	Unemployed		1.4%

² 2015 Palau Census has not been published (information taken directly from Office of Planning and Statistics)

****Insert > Tables 11.22 & 11.23 (2015 PALAU Census/or updated data)**

Aligning of Content Standards

The purpose of this Plan is to bring together educational and employment opportunities available to the population into a planned dynamic and cooperative effort in helping our target group. The State plan will focus to help those, seeking training and employment or attaining high school diploma with low literacy skills by coordinating trainings with adult education services. Ministry of Education Adult Education Program is in the process of adopting the Common Core Standards into its curriculum and aligning them with the College and Career Readiness Standards (CCRS). The High School Equivalency (HSE) preparation textbooks used for instruction has adopted the Common Core State Standards (CCSS) and aligned them with the CCR in all five content areas. The program will continue to support staff in implementing CCRS through staff development opportunities in the next program years.

Needs Assessment

Literacy in the Workplace:

MOE Adult Education Program wishes to comply with the regulations governing the Adult Education and Family Literacy Act and must provide services such as English as a Second Language, basic skills, Adult Secondary Education or family literacy preparation to adults and out-of-school youth without a high school diploma and with little or no language ability. Although no comprehensive data is available on the number of foreigners and locals who cannot speak English or minimal understanding of English language, it can be safely estimated to be in the thousands. This can create the barrier for them to successfully participate in community affairs. Furthermore, minimal understanding of English is another barrier in attaining high school diploma. Individuals who have left school are not successful in performing their jobs or able to meet employers' expectations. Too often they move from job to job or low paying job.

Secondary Education:

Data from Ministry of Education shows a total percentage of 11.2% in the number of student dropouts from both public elementary schools and high schools from the year 2016 to 2018.

Data available shows an increasing number of drop out students, who are in need of adult basic education, work skills and adult secondary education. In the past 4 years, Palau Adult Education program has successfully graduated 35 individuals of 11% of the total enrollment of 324. The program focuses on individuals who were not able to complete the program including new clients.

YEAR	ENROLLED	COMPLETED	ENTERED EMPLOYEMENT	RETAINED EMPLOYEMENT	ENTERED POST SECONDARY EDUCATION
2016-2017	115	13	6	47	7
2017-2018	69	7	4	20	3
2018-2019	62	11	6	7	5
2019-2020	78	4	4	21	0

Correctional Institution:

The Palau Adult Education program is offering adult secondary education classes and English literacy program at the correctional facility. Individuals who have left the correctional facility continue to be enrolled in the program. Currently there are a total of 93 (Ages 18 and over) including 1 juvenile inmate. Total of 14 (15%) of the inmates have attended and offered classes under this program in the last 4 years. MOE continues to work with the Ministry of Justice in supplying required program materials and services for the facility where the inmates are situated in where the classes are offered. Eligible individuals are offered adult education and literacy activities. Instructions integrate life skills, employability skills, and digital literacy skills in helping the students to obtain the needed skills to become self-reliant and contributing members of Palauan society upon their release from the correctional facility.

Accessibility

Adult Education will support efforts to increase enrollment and retention by urging programs to offer flexible schedules, support services and year-round programs in an environment that is age-appropriate settings. Technology shall be leveraged to improve teaching and learning of adults and make resources more accessible to our adult learners in rural and outlying communities. In recognition of the work and family demands of adult learners, Palau will work to expand distance education offerings. Adult educators will enrich teaching and learning in traditional classrooms by identifying, using or adapting, and assessing with appropriate and high-quality open education resources. Further recognizing that jobs may require digital literacy, Palau's Adult Education and Literacy Program (AELP) will encourage and support the integration of digital literacy skills into all adult education and literacy activities. Professional development will explicitly address the teaching and assessment of digital literacy skills integrated appropriately into instruction in all content domains.

Sector Partnerships

Adult Education will educate student, parents, job seekers, teachers, counselors, and administrators about local in-demand careers and prepare students for those careers. Adult Education will also expand awareness of and access to adult learning opportunities to qualify for local in-demand careers.

Career Pathways

Adult Education will assist in the transition to postsecondary education and training through the use of career pathways for work-relevant instruction. Career pathways will be developed to provide access to high-demand, significant employment and training services for adult learners. Adult Education will work to create stronger links with employers in partnership with other core program in Palau, the Youth, Adult, and Dislocated Worker programs under the WIOA Office. Emphasis shall be made for work-based learning and career opportunities, such as mentoring internships, as well as on the job training. Work-based learning will move Palau's workforce system to a more demand-driven system through the development of industry-based partnerships with the Belau Employers and Educators Alliance, the Palau Chamber of Commerce, the National and State Governments, and including other community based organizations and employers.

Description of Adult Education and Literacy Activities

In response to the population needs previously described, the MOE Adult Education Program will fund adult education programs and activities which target individuals most in need of literacy services and focus on individual self-sufficiency, community growth, and workforce productivity.

Under Title II of the Workforce Innovation and Opportunity Act (WIOA), the eligible individuals are those who:

- 1) has attained 18 years of age;
- 2) is not enrolled or required to be enrolled in secondary school under State law; and who
 - a. is basic skills deficient;
 - b. Does not have a secondary school diploma or its recognized equivalent, and has not achieved an equivalent level of education; or
 - c. Is and English language learner

Adult Basic Education (ABE):

ABE is a program of literacy and basic skills learning options below the high school level for adults whose inability to speak, read, write, compute to solve problems, or relate effectively with others impairs their ability to get or retain employment, exercise their rights and responsibilities as community members, and/or support their families pursue self-sufficiency. ABE programs are designed to raise the level of education of such individuals with a view to making them less likely to become dependent on others, improving their ability to benefit from occupational training, increasing their opportunities for more productive and profitable employment, and making them better able to meet their adult responsibilities. Individuals will be placed in the appropriate CASAS level based on test scores.

Adult Secondary Education (ASE):

ASE prepares eligible adults to complete a high school equivalency diploma. It may be also a basic skills brush-up program for adults who wish to refresh their high school level math, reading, or writing skills to carry out their adult roles as workers, family and community members. Adult will be able to acquire a high school equivalency diploma by passing all five subjects (Science, Social, Math, English, Reading, English Writing) through ETS® HiSET® Testing. Learners must consume at least 60 hours of instruction and examination subsequently. In 2014, GED® was replaced by ETS® HiSET® Testing. Learners having attained a CASAS score of 236 and above in Reading and Math will be eligible to take HiSET® Tests.

Family Literacy

Family Literacy includes literacy services to families with children to provide educational skills needed by parents to enable them to become full partners in their child's education. Outcome for family literacy include not only educational attainment and family stability for all participants, but also emphasize self-sufficiency, provide interactive literacy activities between parents and their children and promoting adult's involvement in children's education. Palau Adult Education has

successfully collaborated with Palau Public Library in planning Family literacy activities such as Family Night and Parent-Child Read Aloud activity. Radio programs and other advertisements will be conducted to bring the activities to the public's attention.

English as a Second Language (ESL):

ESL is programs of instruction designed to help limited-English-proficiency adults to achieve full competence in the English. Because ESL is best taught and learned within a person's familiar context, English Language training will be combined with basic skills components in a workplace literacy, citizenship, or family literacy program.

Workplace Literacy:

Workplace literacy is a combination of education services offered for the purpose of improving the productivity of the workforce through the improvement of literacy. Programs integrate job readiness, workplace expectations, skill development in problem-solving, interpersonal communication into basic skills and literacy training. In partnership with Belau Employers and Educators Alliance, the Adult Education program is able to provide trainings for adult learners to acquire marketable skills for both vocational and academic. And to implement programs that promote successful transition of adult learners in the workforce.

The Palau Adult Education program focuses on skills that employers prioritize as prerequisite to employment and those that are highlighted by employers as requirements for job retention and skill/wage progression. Employers, businesses, and labor office generally determine expected outcome.

As the years progress, jobs will require more technological skills. Adults who are currently in the workforce are required to learn basic and advance technological skills to improve their skills and be productive in their jobs. For the past few years, the program has successfully conducted Basic and Advance Computer Literacy classes to different member of the community and agencies.

The Palau Adult Education Program currently operates the following activities:

- Career development courses for adult learners that include career readiness & career exploration;
- Partnership with Palau Community College Vocational Certification Program (VCP) to invest in a skilled Palauan citizen workforce and creating a tax incentive for businesses to hire the said vocationally certified students;
- Conferences and other PD specifically for adult learners.

MOE Adult Education Program will continue to offer adult education and family literacy program to adults, aged 16 years and older, and will place emphasis on revamping its programs to better meet the specific needs of the Adult learners.

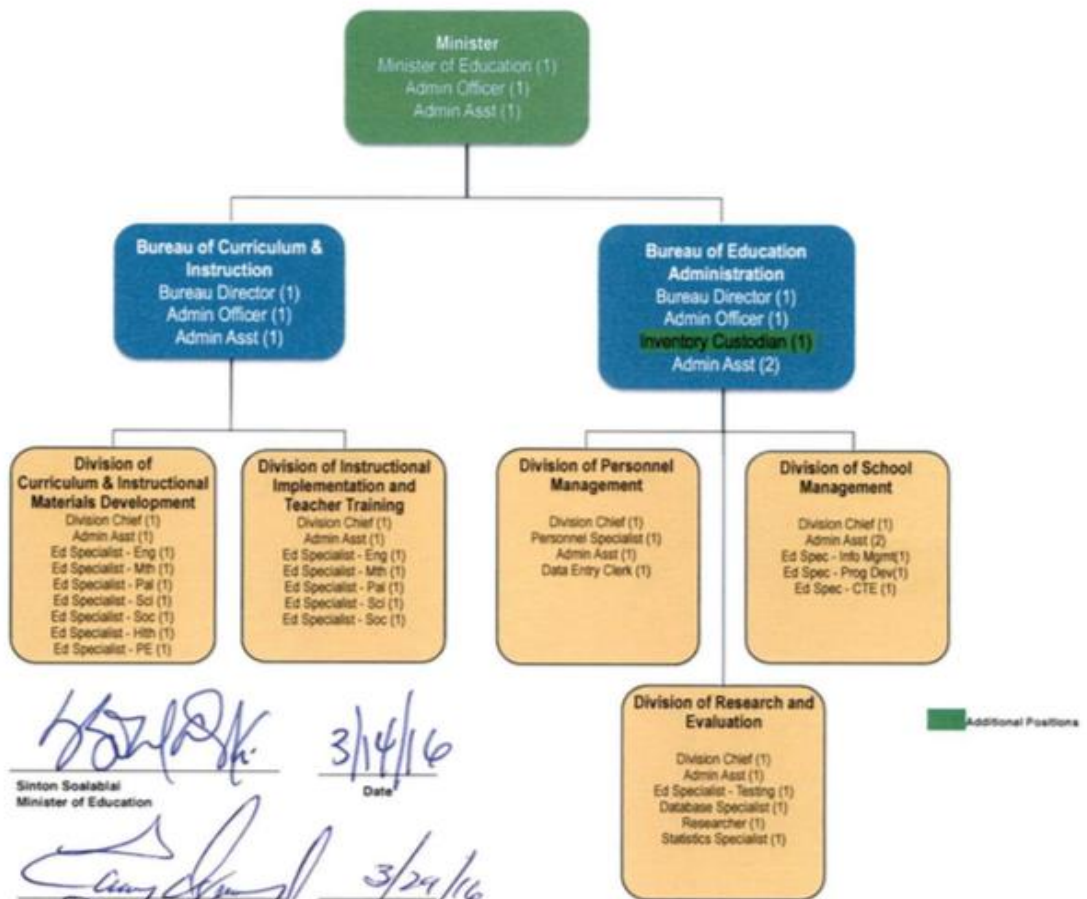
(PALAU NRS)
SPR: STATEWIDE PERFORMANCE REPORT 2018-2019

		TOTAL PARTICIPANTS SERVED (7/1/18-6/30/19)	TOTAL PARTICIPANTS EXITED (4/1/18-3/31/19)	MEASURABLE SKILL GAINS (7/1/18-6/30/19)	
STATEWIDE		101	8	TARGET	73
				ACTUAL	50
SEX	FEMALE	41	3		14
	MALE	60	5		36
AGE	<16	0	0		0
	16-18	15	0		6
	19-24	44	5		27
	25-44	39	3		16
	45-54	3	0		1
	55-59	0	0		0
	60+	0	0		0
ETHNICITY/RACE	AMERICAN/INDIAN/ALASKAN NATIVE	0	0		0
	ASIAN	1	0	1	
	BLACK/AFRICAN AMERICAN	0	0	0	
	HISPANIC/LATINO	0	0	0	
	NATIVE HAWAIIAN/ HAWAIIAN/ ANOTHER PACIFIC ISLANDER	100	8	49	

**Ministry of Education Staffing Plan 03/11/2016
Amendment #003**

This staffing plan document consists of three pages:

1. This page which expands Executive Order 268
2. BCI & BEA page which details those two bureaus (page 2)
3. DSM page which details that division and the schools under it (page 3)



 3/14/16
Sinton Soalabal
Minister of Education
Date

 3/29/16
Tommy E. H. H. H. H. H.
President, Republic of Palau
Date

Integration, Education, and Training

Adult Education within the Ministry of Education has developed positive and cooperative relationships with state agencies such as the Palau WIOA Office, the Ministry of Justice, the Ministry of Community and Cultural Affairs, and the Supreme Court to better serve adult learners and job seekers through unduplicated, coordinated services. Adult Education will collaborate, connect, and create statewide work-based learning strategies, engage these key state agencies and external partners to expand collaborations and address challenges, and deliver seamless and consistent recruitment, training, placement, and retention services statewide for adult learners.

Training on integration activities will be conducted with topics to include: embedding job readiness and soft-skills training in English literacy; 21st century skills (digital literacy, financial literacy; critical thinking and reading, locating information; and life skills).

Adult Education will deliver an integrated English literacy and civics education program in combination with integrated education and training activities. Palau will be implementing an integrated English literacy and civics education program design that is aligned with career pathways. Career pathways increase integration of Adult Education that includes English language acquisition with workforce preparation activities and provides a sequence of education and training that prepares learners for in-demand employment opportunities. This requires strong partnerships between adult education, workforce development, postsecondary education and employers.

To accomplish integrated education and training, Palau's key workforce delivery system partners must:

- Ensure that all Palauans have full access and direct connection to programs that work to address essential components of reading instruction and literacy;
- Create affordable options for workers to obtain education, training, skills, including personal, soft, and basic skills, and financial literacy, necessary to secure and maintain, self-sustaining employment, and
- Develop opportunities for all Palauans to develop entrepreneurial skills and concepts while providing opportunities for connection with Palau business leaders.

Adult Education program will assist adults to become literate and obtain the knowledge and skills for employment and economic self-sufficiency. Workers and job seekers will have access to basic skills instruction relevant to employment. Education will be provided in the context of industry-specific needs that will involve employers and be integrated with occupational skills training to achieve the best outcomes for participants. Programs will use career pathways, integrated education and training, and workforce preparation activities as assurance of excellent work-relevant instruction.

Adult Education and Family Literacy programs will be promoted through outreach and campaigns which include, but not limited to, initiatives including workplace programs, and career pathway development programs, by promoting research based practices and public and private sector partnerships to inform the public about adult education, literacy, and family literacy services.

