



# SACRAMENTO STATE

## High School Equivalency Program

ACADEMIC YEAR 2017-2018

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## Executive Summary

The High School Equivalency Program (HEP) helps migrant and seasonal farm workers obtain the equivalent of a high school diploma (HSE) to gain employment, or attend an institution of higher education, the military, other/post-secondary education or vocational training. The program specifically aims to help prepare migrant students to pass the High School Equivalency Exam and launch them into the pursuit of higher education and/or their future careers.

This academic year, the Principal Investigator (PI), Project Director, and Outreach Specialist designed a recruitment/outreach plan involving every member of the HEP team (career services specialist, instructors, and coaches). Heavy recruitment was put into place that targeted migrant camps, Catholic Churches, adult schools, local grocery stores, and flea markets. The program also conducted multiple community events and even door-to-door outreach in neighborhoods where there was major concentration of migrant and seasonal farm workers.

Seventy participants were served during the academic year. Majority of them were females (57%) and living in Woodland (33%), followed by Lodi (23%) and Stockton (17%). Of these participants, 53 of them completed their High School Equivalency Test (HiSET). Furthermore, 49 out of the 53 who passed the HiSET were placed in higher education/job (upgraded employment) and technical careers at the local community colleges.

## **Mission Statement**

The High School Equivalency Program (HEP) is a federally funded program that helps migrant and seasonal farmworkers who are 17 years of age or older and not currently enrolled in school to obtain the equivalent of a high school diploma (HSE) and gain employment, go to an institution of higher education, the military, other postsecondary education or vocational training.

## **Eligibility Criteria**

Applicant must meet one or more of the following criteria:

- Applicant or an immediate family member must have spent a minimum of 75 days during the past 24 months as a migrant or seasonal farmworker
- Currently participating or have participated within the past 24 months in the Migrant Education Program (MEP)
- Currently participating or have participated within the past 24 months in Workforce Innovation and Opportunity Act (WIOA 167)

## **Services and Classes**

- Bilingual instruction in reading, writing, math, science, and social studies to prepare students to pass the high school equivalency (HSE) exam
- Books, school supplies, and HSE testing fees at no cost
- Bilingual tutoring to help students make progress in the classroom
- Preparation to retake the high school equivalency (HSE) exam, as needed
- Career exploration workshops and individual assistance in applying for opportunities post high school

## **Staffing**

Dr. Viridiana Diaz – Associate Vice President, Strategic Diversity Initiatives

Andres Enriquez – HEP Director

Erica Perez – Communications Specialist

## Program Outcomes

This academic year, the Vice President of the Division of Student Affairs decided to align department goals with the university's goals, Student Affairs Divisional Goals, and Baccalaureate Learning Outcomes. The structure of this section will include the goals, the strategies to achieve those goals, and the outcomes.

**Program Goal 1: 70 eligible adults and out-of-school youth will be served in year two.**

**University Strategic Goal:** Commit to engaging the community by building enduring partnerships that strengthen and enrich the region

**Student Affairs Divisional Goal:** N/A

**Baccalaureate Learning Goal:** N/A

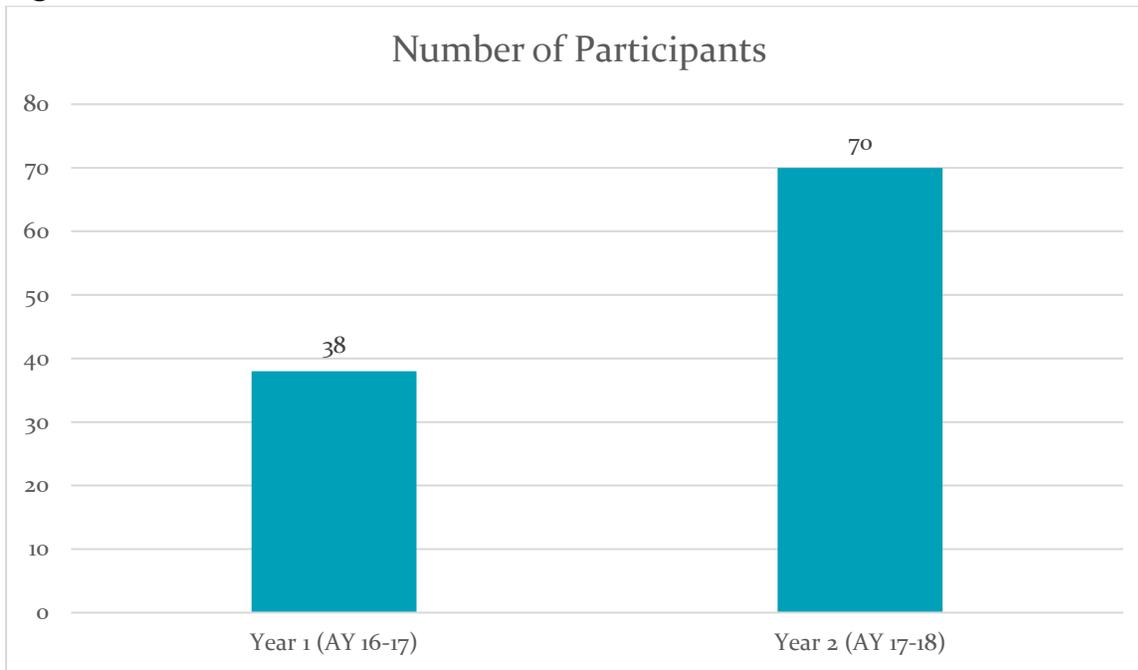
***Standard of Achievement: Meet the federal targeted number of 70 participants***

For the 2017-2018 academic year, the Principal Investigator (PI), Project Director (PD) and Outreach Specialist designed a recruitment/outreach plan that involved every member of the HEP team including the career services specialist, instructors, and coaches. The plan targeted migrant camps, PIQUE meetings, PAC meetings, Head Start, Catholic churches, adult schools, English as a Second Language programs, Migrant Education Region II, local grocery stores, flea markets, and community events. Door to door recruitment efforts where major concentration of migrant and seasonal farm workers were also implemented.

As a result, 280 applications were received by the outreach and recruitment office. One hundred and fifty applicants completed the application. Of those, 129 applicants completed the pre-testing. Finally, 70 students were accepted and served by the program.

Participants of the program came from different areas: Woodland (33%), Lodi (23%), Stockton (17%), Yuba (17%), and Galt (10%). Fifty seven percent of participants were female and 43% were male. The age of participants ranged from 18 to 65 years old. Ninety percent of information sessions and recruitment events were conducted in Spanish while 10% of required events were done in English.

Figure 1



**Program Goal 2: HEP participants will receive a high school equivalency diploma (HSED) after one year of enrollment.**

**University Strategic Goal:** Enhance student learning and success

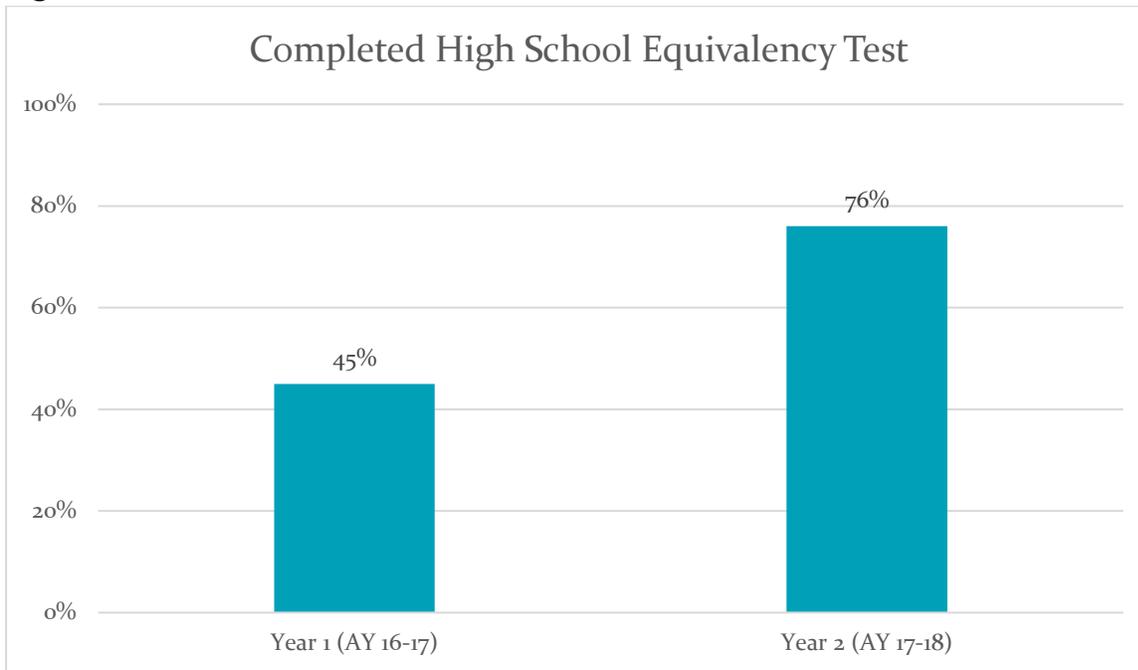
**Student Affairs Divisional Goal:** N/A

**Baccalaureate Learning Goal:** Intellectual and practical skills

***Standard of Achievement: 75% of participants will receive a high school equivalency diploma by the end of the academic year.***

HEP students attended classes to learn all five subject materials (reading, writing, math, science and social studies). Seventy six percent (53 out of 70) of students successfully completed their High School Equivalency test compared to 45% (17 out of 38) in the prior year. In addition, twelve participants passed four subject materials compared to five from the prior year. These 12 participants will take the remaining tests at the beginning of the next academic year (2018-2019).

Figure 2



**Program Goal 3: HEP participants will enter post-secondary education or training programs, upgraded employment, or the military.**

**University Strategic Goal:** Enhance student learning and success

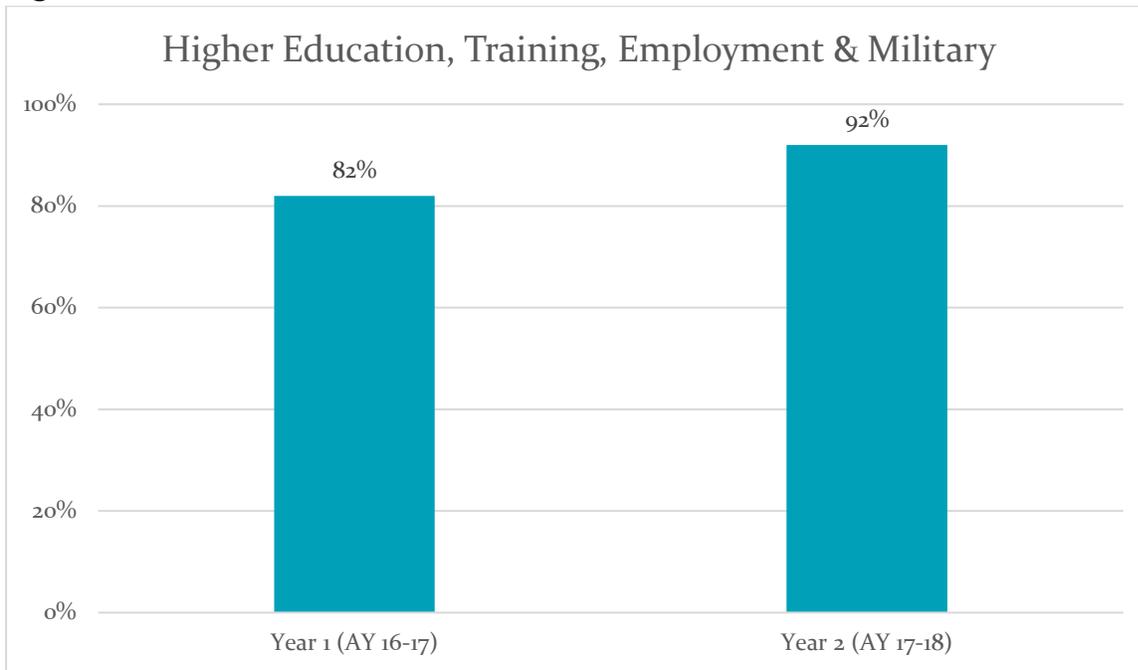
**Student Affairs Divisional Goal:** N/A

**Baccalaureate Learning Goal:** N/A

***Standard of Achievement: 80% of HEP participants will enter post-secondary education or training programs, upgraded employment, or the military.***

Majority of the students expressed desire to improve their English as a first step to their long-term goal. Of those participants who successfully completed their High School Equivalency test, 49 of them (92%) were placed in higher education/job (upgraded employment) and technical careers at the local community colleges.

Figure 3



## Reflection

Sacramento State’s High School Equivalency Program had made substantial progress towards meeting the goals and objectives from the foundation that was set on the first year and established roots for the future. Based on the struggles we went through the first year, a new director was hired on September 2017. The HEP director had over 13 years of experience working with HEP programs. The new director conducted one on one meetings with instructors and support personnel to make sure that they were onboard with the new vision to accomplish the goals and objectives of the program. In late September, a HEP staff training was scheduled where the new vision for the program was introduced and monthly staff trainings were carried out to make sure every HEP staff was onboard with the new direction of the program.

A new strategy was implemented in which recruitment and retention of potential applicants was done on a continuous basis. In addition, two instructional sites were opened to bring students to a nearby classroom.

We also learned that migrant and seasonal farm workers were busy during certain times of the year. For that reason, we designed a curriculum that accommodated students who can attend classes when their time allows them (before working long hours during the months of April – August). Testing was done during the month of March (for the spring semester) and October (for the fall semester). This ensured students to complete all five subject tests.

## Appendix A

Program Goals	What will be the standard of performance?	Program Outcomes
1. 70 eligible adults and out-of-school youth will be served in year two.	Meet the federal targeted number of 70 participants	70 participants (100% of target) were served during academic year.
2. HEP participants will receive a high school equivalency diploma (HSED) after one year of enrollment.	75% of participants will receive a high school equivalency diploma by the end of the academic year.	76% of students completed the High School Equivalency test.
3. HEP participants will enter post-secondary education or training programs, upgraded employment, or the military.	80% of HEP participants will enter post-secondary education or training programs, upgraded employment, or the military.	92% of students were placed in higher education/job (upgraded employment) and technical careers at the local community colleges.