

1) ABE Transitions Region	West Metro Region	
2) ABE Consortia within the Transitions Region	List ABE consortia within the Transitions Region	Was this ABE manager involved in developing the plan? (Yes/No)
	Adult Academic Program (AAP) of Robbinsdale Area Schools- Jennifer Ouelette-Schramm	Yes
	Adult Options in Education (AOIE)- Chelsea Ritland	Yes
	Metro North Adult Basic Education- Molly Liberto	Yes
	Metro South- Christine Wytaske	Yes
	Osseo Area Schools Adult Basic Education- Emily Watts	Yes
	Southwest Metro- Elizabeth Harner	Yes
	West ABE - Julia O'Neil	Yes
3) Local Workforce Development Area(s) within the Transitions Region	Parts of: Area 9 (Hennepin County and Carver County); Area 12 (Anoka County); Area 14 (Scott County); and Area 5 (Sherburne County)	
4) American Job Centers (AJC), within the Transitions Region	Anoka County CareerForce; Brooklyn Park CareerForce; Bloomington CareerForce; Shakopee CareerForce; Monticello CareerForce	
5) Occupations in Demand	Home Health and Personal Care Aides; Fast Food/ counter workers and first-line supervisors; Laborers and Freight, stock; Heavy and tractor-trailer truck drivers; custodial arts; teaching assistants	

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6) Minnesota State campuses within the Transitions Region	Anoka Technical College, Anoka-Ramsey Community College, Hennepin Technical College, North Hennepin Community College, Normandale Community College				
7) Perkins Consortia within the Transitions Region	Oak Land; Southwest Metro; Hennepin West				
8) Individual completing this form	Patrick Hobot	E-mail	Patrick.Hobot@ahschools.us	Phone	763.229.0976
9) Designated Single Point of Contact	Patrick Hobot	E-mail	Patrick.hobot@ahschools.usu	Phone	763.229.0976
10) ABE Representative/s on the Local Workforce Development Board/s (LWDBs)	Emily Watts Molly Liberto Sherry Smith	E-mail	wattse@district279.org molly.liberto@ahschools.us sherry.smith@isd728.org	Phone	763.585.7321 763.506.1262 763.689.6628 763.241.3400 x 5525
11) The answers to questions 2-10 above identify contacts, locations, and systems that are essential in supporting adult learners in transitioning to employment, training, or postsecondary. Describe the relationships the ABE managers have with CareerForce, Perkins Consortia, Local Workforce Development Boards, and Minnesota State. Which relationships seem the strongest? Which relationships seem the weakest?					
Across the West Metro Region, the ABE consortia members work with Careerforce partners to support job seekers with testing for grant work, bridge classes, and upskilling the workforce as needed and when partnership opportunities become available. With three representatives from within the region serving roles in their local workforce development boards, and a fourth representative (Nate Chapman) who works in a close relationship with the Metro North ABE consortium, our region is well-placed to be aware of employer trends, needs, and initiatives as well as to contribute an ABE perspective and promote partnerships in the region. Consortia across the west metro region also have healthy relationships with the Minnesota State campuses within our boundaries including developmental education collaborations, prep and testing for career pathways such as those in the healthcare fields and manufacturing, and work with Ability to Benefit candidates. Our broader challenges exist in working with Perkins.					
12) Goal 1:	From July 1, 2024 through June 30, 2025 assorted members will serve in roles to provide logistical, informational, communications and financial oversight for the West Metro Transitions Region.				

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S.M.A.R.T. Objectives	Proposed Activities: Description How will this activity benefit the entire region?	Date for completion	Proposed/Actual Outcomes and Budget
From 7/1/24-6/30/25, provide leadership, serve as the liaison between region members and MDE regarding transitions funding, projects, plans and management	RTC: Patrick Hobot <u>Description:</u> Will host regular meetings to issue support and information around transition programming and funding and to provide a format for ongoing collaboration for the members of the region. The RTC will collect input, create the work plan, and assist members with the implementation of the region's activities. The RTC will complete the required reporting and attend the RTC meetings each quarter, posting notes to the Transitions team's shared Google folder.	6/30/25	Budget: \$5000 RTC is an independent contractor that will manage all paperwork, attend all statewide RTC meetings, host 6 west metro region meetings, and maintain regular communication to coordinate and execute the plan.
From 7/1/24-6/30/25, AOIE will act as fiscal manager of the regional transitions funds to collect all invoices and distribute funds	Fiscal Manager: Chelsea Ritland/ AOIE <u>Description:</u> AOIE will serve as the fiscal agent and will collect and reimburse consortium members for allowable Transitions-related expenses as outlined in the FY2024 work plan.	6/30/25	Budget \$3000 To offset district costs related to personnel and time to track paperwork and manage the distribution of regional transition funds.
13) Goal 2:	From July 2024 to June 2025, members of the West Metro Regional group will collaborate to develop, implement and share best practices for on-ramp, college-readiness, and career pathways training opportunities for students in the West Metro Region.		
S.M.A.R.T. Objectives	Proposed Activities: Description How will this activity benefit the entire transitions region?	Date for completion	Proposed/Actual Outcomes and Budget

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	<u>WEST HENNEPIN AREA MANAGERS' (WHAM) MEETING(S)</u> Lead: Patrick Hobot <u>Description</u>:-Six total 90-minute meetings of consortia leadership to develop plans, share resources, and report progress regarding transition activities in the region. Collaboration on innovative approaches, cross-marketing, and inter-consortium programming.	6/30/25	Budget \$4000 To offset costs for 9 of 10 local managers (RTC not compensated from these funds) to prepare for and attend regular meetings to drive transitions programming in the region. (est. \$50/hr)
	<u>Regional Transitions Professional Development</u> LEAD: RTC Set-aside monies for training and professional development opportunities directly associated with transitional activities and programming. Intended trainings include, but are not limited to CADE, MCEA, and MNMATYC. If funding remains, we will be sending representatives to the COABE National.	7/2024 – 6/2025	\$3500 Reserve funds to facilitate professional development for leadership and pertinent staff including registration, lodging and travel costs.
From 7/1/24-6/30/25, AOIE will provide an AtB advisor	<u>AtB Coordinator</u> LEAD: Chelsea Ritland Staff: TBD Description: create and maintain a region-wide support person from AOIE staff to help identify and navigate ABE students through the process of utilizing Ability to Benefit opportunities at local college programs. This role should also work with non-participating campuses to develop AtB opportunities.	6/30/25	Budget: \$5000 (distributed to staff, not the lead) To offset 100 hours of the advisor's time for the advisor and any staff time used in meetings and collaboration toward wages and or any materials needed to promote and support Ability to Benefit across the region

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From 7/1/24-6/30/25, the west metro region will engage a region-wide career pathways coordinator	<u>Regional Healthcare Career Pathways Coordinator</u> Staff: TBD Description: Identify and engage a regional career pathways coordinator to support the cross-regional promotion, enrollment, and tracking of regionally offered classes and programs and to communicate contact hours and success rate information to members. This role will also coordinate meetings among the involved programs and instructors to collaborate and build better pathways.	6/30/25	Budget: \$4000 total (\$2500 offset coordinator time; \$1500 to offset staff at meetings) To offset 50 hours of the coordinator's time for wages and or any materials needed to promote and support regionally offered courses. The rest to offset regional staff.
	<u>Training for Community Interpreter Instructors</u> Lead: Christine Wystake providing training to develop certified staff to conduct region-wide community interpreter programming.	9/2024- 2/2025	\$3500 to fully train instructors that would be available region-wide to do community interpreter programming
14) Goal 3:	To Increase access to programming, test new ideas, and build on the knowledge and skills developed by other consortia in the region and/or state, select consortium/sites will develop, pilot, or sustain pilot programming (up to 3 years) and career pathways projects to serve the members and students of the west metro region during the 2024-2025 school year.		
S.M.A.R.T. Objectives	Proposed Activities: Description How will this activity benefit the entire transitions region?	Date for completion	Proposed/Actual Outcomes and Budget

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	<u>STATEWIDE PCA class</u> LEAD: Christine Wytaske	April 2025	See statewide application: \$4000 total
	<u>STATEWIDE CDL</u> LEAD: Christine Wytaske	December 2024	See statewide application: \$2000 total
	<u>Boiler Specialist License IET (year 3)</u> Lead: Chelsea Ritland AOIE will offer Boiler Specialist License and Chief Boiler Operator License Preparation courses.	January-March 2025	\$3000 total Intended Outcomes: conduct at least one cohort of classes for each program. Goal is at least 10-15 students complete the training in each cohort
	<u>Bridge to Real Estate License</u> Lead: Chelsea Ritland Adult Options in Education will develop a Real Estate License bridge course curriculum. The course would run in the 2025-2026 year and potentially develop into an IET. The current funding will also go towards researching industry training requirements and exploring training partners.		\$3000 total To offset costs of staffing and any materials to do industry research, curriculum development, and instruction.
	<u>Community Interpreter (year 2) -regionwide pilot</u> Lead: Emily Watts Training to develop basic community interpreter skills among ABE students as an employable skill	February-April 2025	\$3000 Goal is at least 10-15 students complete the training in each cohort
	<u>Regionwide Hyflex Driver's License</u> Lead: Emily Watts	February 2025	\$3000 Intended Outcomes: Goal is at least 10-15

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	Region-wide hyflex Driver's license permit prep course to increase employability of students across the West Metro Region.		students complete the training
	<u>Childcare support (educational assistant – year 3)</u> Lead: Jen Ouelette-Schramm Classes to develop basic childcare and supervision skills among students to support district before/after school care and provide entry-level skills for hireability into the childcare field	March 2025	\$3000 Intended Outcomes: conduct at least one cohort of classes. Goal is at least 10-15 students
	<u>Embedded developmental ed English.</u> Lead: Jen Ouelette-Schramm In coordination with HTC, a course developed to enhance students ability to navigate HTC college and address English language deficiencies in the classroom context.	August 2024-May 2025	\$3000 Offset staff time for instruction and interventions development. Participation determined through college enrollment
	<u>Regionwide College Skills course (tets prep)</u> Lead: Jen Ouelette-Schramm In coordination with HTC, a course developed to enhance students' ability to navigate college systems and prepare skills – particularly in reading and math Accuplacer prep-necessary for college success	December 2024	\$3000 Offset staff time for instruction. Goal to serve 15-30 students.
	<u>Co-Enrollment Pilot Project</u> Lead: Emily Watts 5 hours per week will be allocated to a staff member to develop a regional model for information exchange, co-enrollment support, and trainings for ABE (Title II) and other title partners to	Hire date through June 2025	\$5,000 To offset staff wages and/or any additional

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	build a strong network and understanding of programming options. The first year will focus mostly on training and connecting with partners, and may dovetail, in part, with the One-Stop-Operator (OSO) work in each Workforce Development Area.		expenses related to the position.
Reduced and embedded into coordinator role listed in goal 2	<u>Regional Healthcare Career Pathway workgroup</u> LEAD: Patrick Hobot Staff: TBD Description: align curriculum and instructional calendars to offer a multifaceted healthcare pathway including Intro to Healthcare, Nursing Assistant prep, Medical terms, Hospital housekeeping, TEAS/ HSRT assessment prep	August 2024- June 2025	\$3500 To offset the staff time for meetings and adaptation of curriculum to present an aligned healthcare pathway across consortia within the region
	<u>Intro to Educational Interpreter</u> Lead: Christine Wytaske This class would provide additional training and support for the students who completed the Community Interpreter course and are interested in specializing in the field of Educational Interpreting.	TBD	\$3000

Revision History

Date	Note change(s) and describe reason for the change(s)	Version
6/2025	Responded to feedback to better define the workplan; reduced and embedded the HCP workgroup into coordinator's project; removed Osseo from Boiler's license; added Osseo	Version 2.0

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	co-enrollment pilot; removed Kellie McGown from document. Added EducationalInterpreter project (oversight from original plan)	
12/24	Community interpreter instructor certification project added- realigned funding by allocating the previously unallocated \$2000 and diverting \$1500 from the regional PD reserve. Switched Boiler license program due to lack of a partner to “Bridge to Real Estate License” project development Removed Nate Chapman as WDB rep. Added Julia O’Neil as manager for West ABE	Version 3.0