

1) ABE Transitions Region	Southeast Minnesota	
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)
	Southeast Adult Basic Education - Albert Lea, Austin, Faribault, Le Crescent, Owatonna, St. Charles, Triton, Winona	Yes
	Rochester Adult Education	Yes
	Hiawatha Valley Adult Education	Yes
3) Local Workforce Development Area(s) within the Transitions Region	LWDA 8 & 18 RWDA 6	
4) American Job Centers (AJC), within the Transitions Region	Workforce Development Inc. - Red Wing, Rochester, Austin, Albert Lea, Faribault, Owatonna Winona Workforce Center - Winona	
5) Occupations in Demand	Healthcare, Manufacturing, Education, Transportation	
6) Minnesota State campuses within the Transitions Region	Riverland Community College (Albert Lea, Austin & Owatonna), Rochester Community and Technical College (Rochester), South Central College (Faribault), Winona State University, Minnesota State College Southeast (Red Wing & Winona)	

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7) Perkins Consortia within the Transitions Region	Regions 22, 23, 24, 25					
	Workforce Development Inc. - Red Wing, Rochester, Austin, Albert Lea, Faribault, Owatonna, Triton Winona Workforce Center - Winona					
8) Individual completing this form	Penny Jahnke Jill Rivard	E-mail	penny.jahnke@alschools.org rg jkrivard@rwps.org	Phone	507-379-4867 651-385-4562	
9) Designated Single Point of Contact	Penny Jahnke	E-mail	penny.jahnke@alschools.org	Phone	507-379-4867	
10) ABE Representative/s on the Local Workforce Development Board/s (LWDBs)	Nadine Holthaus	E-mail	naholthaus@rochester.k12.mn.us	Phone	507-328-4466	
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?						
<p>CareerForce: We have a very strong relationship with CareerForce. This is demonstrated by our work together on numerous grants, referrals, co-enrollment of students, participation in the Regional Career Pathways quarterly meetings which include all WIOA partners in the SE region, and many sites are co-located with their CareerForce.</p> <p>Perkins Consortia Grant: This is an area that we need more information and understanding. This area is one of our weakest.</p> <p>Local Workforce Development Boards: Nadine is our representative.</p>						

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Minnesota State: We have a very strong relationship with the 5 colleges in our region. This includes co-teaching classes, grant partnerships, co-located, and student referrals. Although there is a strong relationship there is still room for improvement and understanding of the roles of ABE in the colleges.

12) Goal 1:

Host a SouthEast Transition Regional retreat to plan and collaborate about the career classes funded with Regional Transitions funds.

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
<p>Review success and challenges from last year.</p> <p>Review Distance Learning Coordinator Job Description.</p> <p>Develop ACP classes and calendar for the year.</p>	<p>Lead: Penny Jahnke/Jill Rivard</p> <p>To ensure a schedule is developed that benefits the entire region. Teaching staff and class times are determined.</p>	7/31/2025	<p>Classes will be revised and updated to improve student success.</p> <p>ACP class calendar will be completed.</p> <p>Budget: 12 staff x 5 hours@\$45/hr = \$2,700 Food: \$300</p> <p>Mileage: \$250</p>
Total Goal 1			Total = \$3,250
13) Goal 2:	Increase our knowledge of the Perkins V Federal Grant Program		
S.M.A.R.T. Objectives	Proposed Activities: Description	Date for completion	Proposed/Actual Outcomes and Budget

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	How will this activity benefit the entire transitions region?		
ABE Managers will be able to explain and identify the benefits of the Perkins V Federal Grant Program.	LEAD: Penny Jahnke/Jill Rivard Invite the Perkins V Federal Grant Program coordinator, Dawn Lubuhn, to the regional retreat.	7/31/2024	An increase in understanding of the Perkins grant program. Budget: \$0 (incorporated into retreat)
Goal 2 Total			\$0
14) Goal 3:	Support Regional Transition Coordinator Work/Fiscal Management		
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
RTCs will learn about state initiatives for transition programming.	Lead: Penny Jahnke/Jill Rivard Attend 4 mandatory state transition meetings. Information from meetings will be shared with regional managers.	6/30/2025	ABE managers will be able to make informed decisions regarding transition activities. 24 hours X \$45/hr = \$1080 Mileage = \$400
RTCs will develop and implement the SE transition plan. Provide support and guidance to managers throughout the year.	Lead: Penny Jahnke/ Jill Rivard Gather input from the SE ABE managers to develop a regional transition plan. Hold 3 meetings with ABE managers.	6/30/2025	The development and implementation of the SE Regional plan. Answer any questions and concerns.

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			120 hours X \$45/hr=\$5,400
Fiscal Management	Lead: Jill Rivard	6/30/2025	55 hours x \$45=\$2,475
Goal 3 Total			\$9,355
14) Goal 4:	Pay for the services of a Distance Learning Coordinator for Regional Adult Career Pathway Programming to assist SE consortia in implementing regional career classes.		
S.M.A.R.T. Objectives	Proposed Activities: Description How will this activity benefit the entire transition region?	Date for completion	Proposed/Actual Outcomes and Budget
Utilize the services of a Distance Learning Coordinator for Regional Adult Career Pathway programming	<p>Lead: Kayla Young</p> <p>To ensure that quality training is being offered throughout the region, Southeast will pay for the services of a Distance Learning Coordinator. The coordinator duties will include assisting programs in implementing and coordinating the online regional career classes.</p> <p>This person will be in charge of setting up all classes, developing flyers, and working with teachers on curriculum.</p>	6/30/2025	<p>Ensure managers and teachers have a contact person to answer questions and offer support for online ACP classes.</p> <p>154 hours X \$45/hr = \$6930</p>
Goal 4 Total			\$6930

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14) Goal 5:	Provide Adult Career Pathways and Integrated Education and Training courses regionally. These classes will be offered through a Hyflex method. Classes will be run in person and through a distance learning platform at all sites throughout the region.		
S.M.A.R.T. Objectives	Proposed Activities: Description How will this activity benefit the entire transition region?	Date for completion	Proposed/Actual Outcomes and Budget
SE Region will offer an IET Community Interpreter Bridge Class	<p>Lead: Kim Munson</p> <p>An IET Community Interpreter bridge class will be offered for learners to prepare and pass the Community Interpreter class. Marketing and recruitment will be done region-wide. Each site will be offering support services and staff to help students at the remote sites. We will be partnering with Weaving Cultures for the certification.</p>	6/30/2025	<p>Students who successfully complete the class will be Certified in Community Interpreting.</p> <p>50 hours of instruction for the bridge class including prep and student support during the certification class - 50 x \$45/hr = \$2,250</p> <p>Weaving Cultures cost: 18 students x \$600/student = \$10,800</p> <p>Books 5 x \$120 = \$600</p> <p>Total = \$13,640</p> <p>Change on 9/20/2024 - Amber Atkinson (HVAE) - CIT train the trainer - 18 hour CIT training + 40 Train the trainer training = \$2610.00</p>

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			<p>Amber Atkinson - 55 hours teaching CIT certification class/curriculum development = \$2,475</p> <p>Training Cost = \$3250</p> <p>50 hours of instruction for the bridge class including prep and student support during the certification class - 50 x \$45/hr = \$2,250</p> <p>Books 5 x \$120 = \$600</p> <p>Total = \$11,185</p> <p>(\$2455 less - TBD what this will be used for)</p>
SE Region will offer a Hyflex IET Administrative Office Professional course in partnership with WDI as part of the	<p>Lead: Nadine Holthaus</p> <p>A Hyflex IET Administrative Office Professional training class will be offered for learners to prepare and pass the National Retail Federation exam. The class will be offered in person in Rochester and remotely to the other consortia in the region. Work experience and college credit (there are current articulation agreements with RCTC and Riverland) will be available at certain sites. Marketing and recruitment will be done region-wide. Each site will be offering support</p>	12/31/2024	<p>Cost of class covered by a P2P grant.</p> <p>Coordination will be part of the Regional Transitions Coordinator's job</p> <p>10 hours x \$45 = \$450</p>

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	<p>services and staff to help students at the remote sites. This will be for the entire region.</p> <p>The class will be run in collaboration with Workforce Development Inc. (WDI) through their P2P grant. Class cost will be covered through the grant for sites.</p>		
<p>SE Region will offer a IET Paraprofessional certification preparation course.</p>	<p>Lead: Kim Munson/Kayla Young</p> <p>An IET para training class will be offered twice for learners to prepare and pass the Praxis ParaProfessional exam or similar exam, and receive certification. The class will be offered remotely. Marketing and recruitment will be done region-wide. Each site will be offering registration, testing, navigation services and staff to help students at the remote sites. This will be for the entire region.</p>	<p>1st class 12/31/2024</p> <p>2nd Class 6/30/2025</p>	<p>30 students will receive their ParaPro certification.</p> <p>120 hours of instruction including prep 120 x \$45/hr = \$5,400</p> <p>30 Exams x \$50 = \$1,500 Site support = \$1,400</p> <ul style="list-style-type: none"> • registration, IT, and class support • \$200 x 7 sites <p>Total Cost = \$8,300</p>

SE Region will offer a transition math class.	Lead: Cassie Riopelle/Kayla Young A math class will be offered twice to help students prepare to enter postsecondary math classes. This class will be offered remotely. Marketing and recruitment will be done region-wide. Each site will be offering registration, testing, navigation services and staff to help students at the remote sites. This will be for the entire region.	1st class 12/31/2024 2nd class 6/30/2025	120 hours of instruction including prep 120 x \$45/hr = \$5,400 Site support = \$1,400 <ul style="list-style-type: none"> • registration, IT, and class support • \$200 x 7 site Curriculum Development = \$675
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			<ul style="list-style-type: none"> • 15 hrs x \$45 Curriculum Materials = \$600 Total Cost = \$8,075
Goal 5 Total			\$30,465
Total Plan Total			\$50,000

Revision History

Date	Note change(s) and describe reason for the change(s)	Version
9/30/2024	CIT programming change - will be paying to train our own trainer instead of using Weaving cultures - see section for details	
