

3.6 Description of the Federal National Reporting System (NRS) for the Adult Education and Family Literacy Activities and Performance Accountability System



Effective Date: July 1, 2007: titles updated July 1, 2008

Revises Previous Effective Date: N/A

I. Policy:

The National Reporting System (NRS) is the accountability system for the federally funded adult education program, mandated by P.L. 105-220, Title II.

II. Applicability:

This applies to all Adult Education offices and employees associated with the Technical College System of Georgia.

III. Related Authority:

P.L. 105-220

National Reporting System (NRS) Implementation Guidelines

IV. Definitions:

Core Measures are organized into three categories:

- **Outcome measures** include educational gain, entered employment, retained employment, receipt of secondary school diploma or GED or placement in postsecondary education or training;
- **Descriptive measures** include student demographics, reasons for attending and student status; and
- **Participation measures** contact hours received and enrollment in instructional programs for special populations or projects (such as family literacy or workplace literacy).

National Reporting System (NRS): the accountability system for the federally funded adult education program. The system includes a set of student measures to allow assessment of the impact of adult education instruction. The required Federal end of the year NRS report is composed of 14 statistical tables, narrative and an inventory to meet Georgia requirements.

Performance Standards: the numeric levels, benchmarks, or specified levels of achievement, for expectations for educational outcomes that provide a basis for measuring learning outcomes. (NRS)

Reporting Level: the lowest assessment level is reported in NRS when an adult learner is at different educational functioning levels.

Twelve Hours Requirement: a federal reporting requirement for the end of the year NRS Report for adult learners to have twelve contact hours to be counted on the federal report. (NRS)

Unduplicated Count: each participant is reported only once regardless of the number of classes or programs attended during reported period. (NRS)

- V. **Attachments:** (Use the back button on your browser to return to this section after viewing an attachment).

[The NRS Implementation Guidelines](#)

- VI. **Procedure:**

The National Reporting System (NRS)

The NRS addresses the accountability requirements of the Adult Education and Family Literacy Act, Title II of the Workforce Investment Act (WIA-P.L. 105-220). The components of the accountability system are:

- NRS measures that allow assessment of the impact of adult education instruction
- Methodologies for collecting the measures
- Reporting forms and procedures
- Training and technical assistance for collecting and reporting the measures

NRS Annual Performance Report

The NRS Report is composed of several components to document program improvement and outcomes. The State of Georgia submits to the U.S. Department of Education, Office of Vocational and Adult Education (OVAE) the following:

A. Narrative report using the following outline:

1. Describe successful activities, programs, and projects supported with State Leadership funds and describe the extent to which these activities, programs, and projects were successful in implementing the goals of the State Plan.
2. Describe any significant findings from TCSG's evaluation of the effectiveness of the adult education and literacy activities based on the core indicators of performance.
3. Describe how TCSG has supported the integration of activities sponsored under Title II with other adult education, career development, and employment and training activities. Include a description of how the TCSG is being represented on the Local Workforce Investment Boards, adult education's involvement on the State Workforce Investment Board, the provision of core and other services through the One-Stop system and an estimate of the Title II funds being used to support activities and services through the One-Stop delivery system.
4. Describe successful activities and services supported with EL Civics funds, including the number of programs receiving EL Civics grants and an estimate of the number of adult learners served.

B. Annual 14 Tables for Statistical Report which are:

- Table 1: Participants by Entering Educational Functioning Level, Ethnicity, and Sex
- Table 2: Participants by Age, Ethnicity, and Sex
- Table 3: Participants by Program Type and Age
- Table 4: Educational Gains and Attendance by Educational Functioning Level
- Table 4B: Educational Gains and Attendance for Pre- and Post-tested Participants
- Table 5: Core Follow-up Outcome Measures
- Table 6: Participant Status and Program Enrollment
- Table 7: Adult Education Personnel by Function and Job Status
- Table 8: Outcomes for Adults in Family Literacy Programs
- Table 9: Outcomes for Adults in Workplace Literacy Programs
- Table 10: Outcomes for Adult Correctional Education Programs

- Table 11: Secondary Outcome Measures
- Table 12: Work-based Project Learners by Age, Ethnicity, and Sex
- Table 13: Core Follow-up Outcome Achievement for Prior Reporting Year and for Unintended Outcomes
- Table 14: Local Grantees by Funding Source

C. Annual Data Quality Checklist for the following 4 areas:

- a. Data Foundation and Structure content area that addresses whether Georgia has in place the foundation and structures for collecting quality data that meet NRS guidelines;
- b. Data Collection and Verification content area measures whether the state collects measures according to NRS guidelines;
- c. Data Analysis and Reporting quality standards include whether Georgia has systems for analyzing and reporting data; and
- d. Staff Development standards for professional development of state and local staff on the NRS.

D. Annual Financial Status Report for final and initial fiscal years.

Overview of the NRS Measures and Methods

The outcome measures were developed to provide uniform valid and reliable data. The core measures are divided into three categories:

- **Outcome measures** include educational gain, entered employment, retained employment, receipt of secondary school diploma or GED or placement in postsecondary education or training;
- **Descriptive measures** include student demographics, reasons for attending and student status; and
- **Participation measures** contact hours received and enrollment in instructional programs for special populations or projects (such as family literacy or workplace literacy).

Overview of the NRS Data Collection Process

The NRS produces a set of measures that describes adult education students, their participation, and the outcomes that they achieve. The local eligible programs:

- Collect data;
- Designate responsibilities to staff ;
- Train staff;
- Allocate resources to collect NRS data;
- Utilize the policies and procedures set by Georgia for program management and improvement activities; and
- Report performance data.

At the State level, the State of Georgia:

- Establishes an Assessment Policy;

- Determines methodology for collecting NRS follow-up measures of entered employment, retained employment, attainment of a secondary credential and entry into postsecondary education;
- Determines methodology for the collection of secondary measures;
- Sets requirements for a fixed, regular schedule for reporting of data;
- Implements monitoring of data and determines system for Quality Control;
- Collects individual student records in a relational format;
- Provides ongoing training and technical assistance; and
- Reports data in aggregate form for the NRS Tables.

Refer to *NRS Implementation Guidelines, June 2007* for additional information.

Twelve Hour Rule and Lowest Literacy Level

Since it is difficult for many students to make progress with fewer than 12 hours of study, the NRS project decided that states and outlying territories would only report to the United State Department of Education those students who received 12 or more hours of service.

For reporting purposes, when pre-assessments indicate different educational functioning levels, the student is reported at the lowest educational functioning level.

- **GALIS**

All students are entered into GALIS. When it is time to complete the NRS reports, GALIS pulls the students with 12 hours or more for the federal report.

All assessments are entered into GALIS. When it is time to complete the NRS reports, GALIS determines valid assessments, educational functioning level, and educational gains.

VII. Records Retention:

Local eligible programs will adhere to Record Retention Chart which is available in the attachment section of Policy 2.3.