

**Basic Skills and Adult Secondary Education Representing ABE, GED, and H.S. Diploma/
Adult Learning Center**

Commendations

The committee commends:

1. The Basic Skills and Adult Secondary Committee for following the WASC guidelines for the development of the self-study report and for creating an action plan that includes career planning, assessing students' basic skills for the workplace, and a data collection system on successful students who have exited the program. (School Report, Chpt. IX, Basic Skills/ABE/GED/HSD, pp. 1-7; Procedures for Appraising the Adult School Document; WASC Criterion: Departmental)
2. The school administration and staff for providing a central location (SMART Center) for academic programs in order to offer expanded resources for students. (School Report, Chpt. II, p. 2; Chpt. IX, pp. 1-2; Conferences with Staff and Steering Committee; Observation of Services; WASC Criteria: Student Support Services, School Plant, Departmental)

Recommendations

The committee recommends:

1. That the school administration, in conjunction with the certificated and classified staff, develop and implement an integrated system of accountability which would include attendance, student test scores, and exit and retention information. (School Report, Chpt. IX, Basic Skills/Adult Secondary, pp. 3-5; Conferences with Staff; WASC Criterion: Departmental)
2. That the Program Coordinators and teachers develop a plan to accommodate various learning styles to increase student retention, which may include curricular revision and/or additional career guidance. (School Report, Chpt. IX, Basic Skills/Adult Secondary, pp. 3, 4, 7; Conferences with Staff; WASC Criterion: Departmental)