6.1 Explain the extent and nature of staff and program collaboration with other applicable organizations, such as local K-12 system, WorkForce Centers, Workforce Investment Board (WIB), MFIP employment counselors, post-secondary education/training institutions, local businesses, labor associations/organizations, industry and employment-training agencies or family education provides (excluding local and county corrections). This should also include participation of staff on Literacy Action Network committees, local boards or councils, or other statewide committees.

SE MN ABE is a consortium that cultivates partnerships with a variety of organizations within the local communities, and workforce service areas served by our six program sites. The table below outlines specific relationships we enjoy with our partners.

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| **Partner** | **Collaboration Services Provided** |
| **Local K-12 System** | Our host school districts interface with ABE through sharing of services and collaborative programming through their Human Resources, Business Office, and IT Departments, High Schools and Alternative Learning Center networks and referrals; Community Education, including ECFE, School Readiness, Early Childhood Screening, and Adult Enrichment; Special Education consultation; ESL and translation services; PLC and general district staff development opportunities. |
| **Workforce Centers** | In our consortium all sites work with Workforce Development, Inc. with the exception of Winona because in Winona the WFC is run by the state. All our sites partner with our local WFC by having a two-way referral process, joint meetings, and communication regarding mutual students/participants. In addition, sites have partnered on specific programs. The Healthcare Academy was co-taught by ABE and WDI staff. |
| **Riverland Community College** | **Austin**: Riverland provides classroom space, janitorial, and tech support for ABE staff located on campus. ABE is currently teaching developmental level math for RCC. Students are RCC students and register online but an ABE instructor teaches the class. We also provide Navigator support for those students. Our summer Spark program (transitions) works closely with RCC’s Be Your Best program. We refer both ways and collaborate on a project called Career Cafe in which students from both our programs get to meet with professionals in their chosen career fields. ABE also meets with admission staff from RCC so we can share program information, etc. RCC staff present to our advanced ESL and transition classes on programming, how to apply, and financial aid. Once per year ABE busses students to RCC for a tour and informational session. ABE and RCC staff held a series of meeting to get to know one another better and understand our programs and student population to facilitate a stronger collaborative partnership.  **Albert Lea:** ABE is currently teaching a development ed math class for RCC. The class is at no cost to the RCC students. ABE students are also allowed to take the class. ABE pays for the teacher and RCC donates the classroom space and helps recruit students. ABE also partners with RCC to have work study students work at ABE as child care helpers, tutors, and computer assistance.  **Owatonna:** The Healthcare Academy is taught in the Riverland Community College-Owatonna facility. ABE serves on a number of community workforce project committees with Riverland and other community organizations. The Owatonna campus is an academic prep facility and students are referred as appropriate for those needing general education coursework prior to enrolling in technical programs housed in Austin and Albert Lea. Most recently, we have re-engaged with Riverland’s desire to provide ESL services to high-level learners who are currently in the workforce and choosing to pursue short-term certificates and diplomas. |
| **Other Agencies** | **Austin:** Austin ABE staff attends monthly meetings of the Council of Social Agencies group. We present information on our programs and listen as other social agencies in our area share their information as well. Many of these agencies have had a table at our school to connect with students regarding services they provide. Agencies include SEMCAC, the police department, public health, Workforce Development, Human Services, Mower Refreshed, and many more. Austin also partnered with the U of M Extension Nutrition Services and the public library to offer a Cooking Matters class to our ELL students.  **Albert Lea:** We currently collaborate with the following agencies: United Way, University of MN Extension Services, Head Start, Semcac, SMART Transit, Public Health, Salvation Army, Community Resource Center, New to You, East Freeborn Church, and MOPS.  **Faribault:**  **Owatonna:** SE ABE-Owatonna is a partner in Steele County United Ways Strategic Impact Committee for Workforce Preparation and Personal Finance Skill Building. We also partner with the Owatonna Business Women of Today for GED Scholarship support; MN Extension Service; Corrections; Steele Co. Employment Services; Chamber of Commerce; Public Library- joint grants and shared facilities; and the multi-agency response team called “Community Connect: focusing on homeless services; SMART Transportation, SEMCAC and Tri-Valley Head Starts; and health care partners both local and metro to provide referral and network services to our students.  **Triton:** Triton works closely with the Center Clinic, a free health care/screening clinic for physical and mental health. The Center clinic refers adults they identify as potential students to Triton’s ABE programs.  **Winona:** Winona Adult Literacy is involved in the re-organization of a community and business volunteer association (formerly Winona Area Volunteer Association; planning on a more inclusive name). Businesses and organizations that utilize volunteers meet to discuss volunteer issues to make their usage more meaningful for all involved. |
| **Public Library** | **Austin:** We have partnered with our public library on two specific projects. ABE, the library, and Workforce Development partnered on a program in which an ABE staff member was housed for a few hours per week at each the library and the Workforce Center to assist walk-in patrons with on-line job search. ABE also partnered with the library on a Cooking Matters class. This class was geared towards ABE students to learn how to cook healthy meals on a budget. This was also a partnership with the U of M Extension office. The library was our fiscal host for this project and the director of the library was the volunteer chef as well.  **Albert Lea:** Our local library provides books for our child care room. ABE takes students and children to the library to get library cards and take a tour. Library staff have also offered tutoring services to ABE students. We are currently working together on 2 grants: The Blandin Quick grant and the Wi-Fi Hotspot Lending program. We continue to meet to see how we can collaborate more.  **Faribault:** Adult Education in Faribault has collaborated with Buckham Memorial Library by delivering basic computer skill classes and proctored Northstar assessments at their site.  **Owatonna:** Field trips by ABE students to our local library have been provided. ABE consults on GED material procurement,as well as access information for online learning systems. Our students frequently access the computer technology available at our library. We have partnered with a Blue Cross/Blue Shield grant for immigrant health care. ABE provided marketing and communication resources, as well as surveying students on learning needs in the area of health care. Programs were delivered at the library site for our students and included coaching on accessing materials and asking library personnel to assist in their information searches. Our transition students studying to become educational assistants and paraprofessionals used the library to select age appropriate reading materials as part of their child development training.  **Winona:** Winona Adult Literacy continues to have discussions with the Winona Public Library for areas that the two entities can partner to offer services to the public. Winona Adult Literacy is also involved in the Otto Bremer Trust L3 institute grant, in conjunction with the St. Paul Public Library and the Minnesota Literacy Council. |
| **Foundations** | **Austin**: Hormel Foundation for our family literacy program, Otto Bremer for our ESL Navigator position, Development Corp. of Austin for our Paraprofessional Training Academy, United Way for a collaborative project with our local library, detention center, and Workforce Development for digital literacy skills and assistance with online job search and applications  **Albert Lea:** The Freeborn County Community Foundation helps pay for transportation cost, citizenship and night classes.  **Faribault: SMIF Grant**  **Owatonna:** SE ABE-Owatonna does not currently have an operating partnership with local Foundations. We have previously worked with the Otto Bremer Foundation on an Early Childhood grant that included an adult literacy component. The Southern MN Initiative Foundation has provided ABE with non-fiction books appropriate for adults from a gift to them of books not developmentally appropriate for their early childhood focus. |
| **Businesses** | At this time none of our sites have workplace programming however, we do continue to communicate and collaborate with our local businesses. Local businesses support our programs in ways such as distributing information to their employees regarding our programming, meeting with ABE staff to relay their needs, and providing financial assistance for things such as transportation for our students. Some of the ABE managers have attended the SE MN Better together meetings, which is a regional group working to find solutions to the labor shortage. |
| **Chamber of Commerce** | Most of our ABE sites are chamber members via their school district. This has allowed us to do such things as post our class information on the chamber websites as well as advertise in their email and print communications. In addition, ABE staff have attended chamber meetings and events, and participated in chamber committees. |
| **Winona Workforce Center** | Winona Adult Literacy works with the Winona Workforce Center to ensure relevant reciprocal referrals and services to Winona County residents. Discussion and exploration for other meaningful services, classes, and/or partnerships continues as needed. |
| **Minnesota Literacy Council** | SE ABE-Owatonna is a regular submitting partner for the annual *Journeys* publication. ABE staff access online resources regularly. |

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| **Committees, Councils & Boards** | **Staff Participation** |
| **Literacy Action Network** | SE ABE purchases annual memberships for all 40 employees across our program sites, inclusive of support, instructional and leadership positions.  Owatonna’s Director of Community Education, who also serves as our SE ABE Fiscal Agent, is the current LAN Treasurer. SE ABE-Owatonna’s ABE Program Specialist is a trainer and facilitator of New Teacher Orientation and Regional Trainings through ATLAS. |
| **Standard Adult High School Diploma Advisory Task Force/Working Group** | Faribault: Yesica Louis and Anne Klawiter |
| **MCEA** | All SE ABE consortium sites are MCEA members and active users of professional development and conference opportunities. The Director of Owatonna Community Education has served two terms on the MCEA Board of Directors, served as a state conference tri-chair and program chair. |

## 6.2 Describe the resources, other than state and federal aid, that you use to supplement ABE programming (excluding local and county corrections). This should include coordination with external partners to provide support services to meet students’ needs, such as transportation, convenient class locations and childcare.

Each program in the SE ABE Consortium uses their community partners, when applicable, to supplement funding for their program. The strengths of these relationships varies from city to city and program to program. The table below documents the specific partnerships with their respective programs:

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| **Partner** | **Resources Provided** |
| **United Way** | Grant funding   * Childcare staff * Digital Literacy staff |
| **Development Corps of Austin** | Provided grant funding for Austin Paraprofessional Training Academy |
| **Pathways to Prosperity Grant**  **DEED** | Provided grant funding for the Paraprofessional Academy in Owatonna, Albert Lea, and Austin  Faribault: Pathway to Prosperity Grant provided Bridge Programming for Manufacturing (Bridge to College and Careers) |
| **Otto Bremer Foundation** | Provided grant funding for a Navigator position, as well as all the Navigator’s programs and training, in Austin |
| **Austin Public Education Foundation** | Provided grant funding to purchase document cameras and a classroom set of Kindles. |
| **Workforce Development, Inc.** | In-kind presentations on resume writing, job search strategies, and interviewing skills. Also partners with ABE on Transition Programming. |
| **Service clubs** | Grants for GED scholarships |
| **Freeborn County Community Foundation Grant** | Grant helps cover additional classes and transportation costs |
| **Albert Lea Noon Kiwanis** | Grant for preschool tuition |
| **Albert Lea Medical Center** | Grant helps pay for bus tokens for students to attend class. |
| **Owatonna Hospital - Allina Health Care** | Facility use for Healthcare Academy |
| **School District Administration** | Directors of HR, CE, Special Services, & IT and Elementary Principals have all provided in-kind presentations for Working with Children in Childcare Setting and helped facilitate job shadowing experiences for ABE students within the school system. |

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| **Pearson Vue** | Each program that is also a GED Testing Center receives reimbursement for GED Testing from Pearson to supplement the costs of operating the testing center. |
| **MSC SE Technica**l **(SET)** | SET offers Winona Adult Literacy access to a classroom on their campus for ABE classes. SET also contributes monthly to the cost of the GED testing proctor. |
| **MN Community Foundation** | Provides funding in Albert Lea for their night and Citizenship classes. |

## 6.3 How do you collaborate with local and county correctional facilities?

Each individual program decides on the relationship with their local and/or county correctional facilities, if at all. Albert Lea is currently the only consortium program to serve clients in their local correctional facility. Owatonna is currently providing consultant services to the Steele County Detention Service for their GED Prep and Testing programs for clients.

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## 6.3.1 Describe or include the instructional content and schedule(s) if ABE programming is occurring in local and county correctional facilities (can refer to course descriptions in Section 4 Document N).

Refer to Section 4 Document N

## 6.3.2 Describe the type of support received from the correctional institution, including financial.

Freeborn County Detention Center pays for the teachers and the books. They also cover the cost of the GED test.

**6.4 Describe your consortium’s role in developing and implementing your regional Next STEP plan.**

SE ABE-Austin’s Center Manager serves as a Regional Transitions Coordinator. She routinely reports at SE ABE Consortium Governing Board meetings with any updates or need for information and input from program sites. The SE ABE Governing Board has coordinated its meeting schedule with the required Regional Transitions meetings. It worked well and we have agreed to continue to coordinate these meeting locations and dates to more effectively involve all program managers in the Next STEP plan and reduce the number of meeting obligations. All program sites are provided access and support to participate in Next STEP programming. Our Regional Next STEP plan has become very responsive to local program sites, providing professional development and incubation funds for new initiatives important to the success of SE ABE students.