

Youth DET Contract Policy 10 – Measurable Skills Gains

The purpose of this policy is to define Measurable Skills Gains (MSG) and establish a procedure for entry into DJL.

Measurable Skills Gains measured by:

Number of participants who, during a program year are in a program and who are achieving measurable skill gains based on attainment of one of the five types of gains (defined below):

- 1) Educational functional level gain
- 2) Secondary diploma or equivalent
- 3) Secondary/postsecondary transcript/report card
- 4) Training milestone
- 5) Passage of an Exam/Skills progression

(Divided By)

Number of program participants in the program year

The 5 Measurable Skills Gains are:

	Measurable Skills Gain Defined	DJL Selection
1	<p>Achievement of at least one educational functioning level Documented achievement of at least one educational functioning level if receiving instruction below postsecondary education level. <i>Note:</i> Only eligible to achieve this gain if participant is receiving instruction towards their high school diploma or GED.</p>	Educational Functioning Level
2	<p>Attainment of secondary school diploma or equivalent Documented attainment of a secondary school diploma or its recognized equivalent <i>Note:</i> Only eligible to achieve this gain if participant is receiving instruction towards their high school diploma or GED.</p>	Diploma or Equivalent
3	<p>Secondary or postsecondary transcript for sufficient number of credit hours</p> <ul style="list-style-type: none"> ◆ Secondary: transcript or report card for 1 semester documenting attainment of 3 credits ◆ Postsecondary: at least 12 credit hours per semester or, for part-time students, a total of at least 12 hours over 2 completed consecutive semesters 	Secondary Transcript/Report Card <i>or</i> Post-Secondary Transcript/Report Card
4	<p>Satisfactory or better progress report toward an established milestone from an employer or training provider: Documented attainment of an established milestone from trainer or employer to include:</p> <ul style="list-style-type: none"> ◆ Successful completion of a work experience (complete the number of established hours in the work experience agreement). ◆ Successful completion of occupational skills training (85% of total hours). 	Training Milestone
5	<p>Passage of an exam required for an occupation or progress attaining technical/occupational skills as evidenced by trade-related benchmarks: Documented passage of exam.</p>	Skills Progression

DJL Guidance

Effective Date: July 1, 2018

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Measurable Skills Gains shall be entered as they are documented. They will be entered in DJL in the “Measurable Skill Gains, Goals and Interests Measurable Skill Gains, Goals and Interests” section found in the Enrollment Details screen. The following is a screen shot of where the MSG will be entered with the requirements:

The screenshot shows the 'Measurable Skills Gains' entry form in DJL. The form includes a sidebar with navigation options and a main form area with several required fields. Callout boxes provide specific instructions for each field:

- Date Set:** mm/dd/yyyy. Instruction: "Data Set: Enter the day before the MSG was attained (see last entry box)".
- Program Year:** [Text input]. Instruction: "Program Year: Enter '2018' for attainment between 7/1/18 and 6/30/19 or '2019' for attainment between 7/1/19 and 6/30/20".
- Measurable Skill Gains:** Please Select [Dropdown]. Instruction: "Required See Chart for Guidance".
- Goal Type:** Please select a Goal Type [Dropdown]. Instruction: "DO NOT SELECT".
- Description:** (25000 character max.) [Text area].
- Status:** Please select the status [Dropdown]. Instruction: "Required Status-only select 'Attained'".
- Planned Date of Attainment:** mm/dd/yyyy [Text input].
- Date Attained:** mm/dd/yyyy [Text input]. Instruction: "Date Attained: Enter the date the MSG was attained".

Buttons at the bottom include "Save" and "Goal List".

Goals are no longer required to be entered into DJL and will not be entered.