

Community Learning Center

Registration and waiting list information
October 31, 1991

Community Learning Center Programs and Capacity

The Community Learning Center is currently providing 27 English as a second language (ESL) classes at 7 levels and 14 adult basic education classes (ABE--basic reading, writing, and math through the high school level) at 6 levels. In addition, we offer 2 U.S. history classes, a family literacy class, a Creole literacy class (starting the first week of November), several classes in the computer room, individual tutoring by 70 volunteers, and special programs for homeless adults and for employees of Neville Manor and The Cambridge Hospital. Excluding the special homeless and workplace programs, the capacity for ESL is 390 students; for ABE, it is 180 students. We are at capacity now and cannot expand without increased financial resources which must cover not only teaching time but also adequate levels of counseling time, administrative support, and supplies.

Waiting Lists and Registration Processes

372 people are on waiting lists for ESL classes.

The ESL registration process is as follows:

1. A registration date is set by the ESL Department. Since 1990, because of the overwhelming demand and the impossibility of meeting it with the funds available, registrations have been cut back to 2 per year.
2. Students who call or come in are given the date and times of the next registration.
3. On registration day, students come to the Learning Center to give their name, address, and telephone number and receive an appointment for an individual diagnostic. At the last registration, on September 10, 1991, 300 people signed up, many of them expressing a desperate need to learn enough English to function independently in this society.
4. After the student is tested, his/her name is placed on the waiting list for the appropriate class.
5. When a space becomes available in the class because another student has either moved up or left the program, the first student on the waiting list is informed.

Unfortunately, ESL students may wait over a year to get into class, particularly at beginning or intermediate levels. Students being placed now may have first called the Learning Center as far back as September 1990; we have not

yet been able to place many students who registered last February.

Because of the size of the waiting list, the ESL Department is recommending that we not do another registration until next September unless more funding becomes available. We are also discussing a change in the process which would involve more frequent but much smaller registrations.

89 people are on waiting lists for ABE classes.

The registration process for ABE is as follows:

1. When a student calls or comes in, his/her name, address, and phone number are put on a list and the student is given the date of the next group meeting.
 2. At the meeting, the various Learning Center programs and classes are described. Each student is then given an appointment for diagnostic testing.
- Then steps 4 and 5 above are followed.

Although the wait is shorter for ABE students than for ESL, it can be up to 6 months for intermediate levels. Making the decision to go back to school can be a momentous one for an ABE student; the delay in meeting their need can cause discouragement and loss of motivation.

A copy of the breakdown of waiting lists by class is attached.

WAITING LISTMonth October, 1991**ESL****AM**

Lit.1	
Trans lit 1	
ESL 1	25
ESL 2	13
ESL 3	13
ESL 4	2
ESL 5	

Total tested 53Waiting for testing 120Total 173**PM**

Lit.1	4
ESL 1	15
ESL 2	18
ESL 3	26
ESL 4	8
ESL 5	5
ESL R&W	4

Total tested 80Waiting for testing 119Total 199**ABE****AM**

ASSERT 1	
ASSERT 2	4
ASSERT 3	4
ASSERT 4	
Pre GED	5
GED	
ADP	7

Total tested 20Waiting for testing 33Total 53Total ESL 372Total ABE 89Total CLC 461**PM**

Rdg 2	
Rdg 3	
Writing	3
Int. Rdg.	11
Pre GED	10
GED	
ADP	

Total tested 24Waiting for testing 12Total 36

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EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

November 18, 1991

To The Honorable, The City Council:

In response to Awaiting Report Item No. 64, regarding the number of persons on the English as a Second Language list, please find attached a report received from Jill Herold, Assistant City Manager for Human Services.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy", is written over a horizontal line.

Robert W. Healy
City Manager

RWH/mev
attachments

Consent Agenda # 22

5-1202

Awaiting Report Item Number 64 regarding
the number of persons on the English
as a Second Language list.

In City Council,

November 18, 1991

Referred back to the
City manager on motion
of Mayor Wolf.
Copies sent to City mgr.
11/18/91 @W