



**MT. DIABLO ADULT EDUCATION**  
**A DIVISION OF MT. DIABLO UNIFIED SCHOOL DISTRICT**

LOMA VISTA ADULT CENTER  
1266 San Carlos Avenue  
Concord, CA 94518-1199  
(925) 685-7340  
FAX (925) 687-8217

PLEASANT HILL EDUCATION CENTER  
One Santa Barbara Rd.  
Pleasant Hill, CA 94523-4496  
(925) 937-1530  
FAX (925) 937-1533

October 3, 2018

Ms. Melissa Boilin  
Program Officer  
Firedoll Foundation  
1460 Maria Lane, Suite 400  
Walnut Creek, CA 94596

Dear Ms. Boilin:

Mt. Diablo Adult Education respectfully requests a grant from the Firedoll Foundation, in the amount of \$22,000.00 to fund the following: Student Support Services Specialist (\$19,697.20) for the On Track Program; renewal of 20 licenses for BrainHQ software (\$1,566.00) a self-paced brain training system; the purchase of 25 Daily Mind Bender workbooks (\$439.73) for student in-class use; and funds to cover the cost of miscellaneous classroom expenses (\$297.07).

**Project Summary**

On Track is a day program through Mt. Diablo Adult Education, a division of the Mt. Diablo Unified School District. It addresses the unique needs of adults with acquired brain injury through providing education and training in Cognitive Skills and Academics, Wellness and Independent Living, and Work Readiness and Experience. With the assistance of the Student Support Services Specialist, students and their families/caregivers receive much needed support in the following areas:

- Identification of service needs outside of the program, and referral and assistance procuring resources/services.
- Individual support to students, depending on need (priority to those with minimal or no caregiver support), that may include crisis intervention, access to resources/services, support needed to obtain and maintain volunteer or paid employment, leisure skills development and housing and/or independent living support.
- Support to caregivers/families as needed, and act as the liaison between the caregivers and the program (progress meetings, crisis intervention and referrals, caregiver workshops, etc.)
- Outreach to individuals in the community with acquired brain injury who would benefit from the program, but lack awareness, resources, support, and/or transportation to access the program.
- Outreach to schools, organizations, and local companies who would benefit from brain injury prevention education, concussion awareness and protocol as well as stroke awareness.

Daily classes are designed to help students improve memory, cognition, reading comprehension, and self-confidence. To supplement the daily memory activities, workbooks such as the Daily Mind Builder have provided daily lessons that are short, fun, and challenging. Students are engaged in critical thinking as well as improving their reading comprehension skills.

Brain HQ software is utilized to help students establish a baseline and track progress in short and long-term memory, reasoning, organization skills, and visual perception. Students have found the program to be both challenging and worthwhile. Some students are using the program at home in addition to during class time.

## **Specific Need**

The program currently serves 27 adults with ABI and continues to receive a high number of referrals for young adults. The Student Support Services Specialist (SSSS) has expanded services and support to include a focus on workforce preparation and/or transition to higher education and training to meet the needs of a younger population.

Transitioning is extremely difficult for students who often suffer from low self-esteem and anxiety and have great difficulty dealing with change. Consequently, the SSSS provides a tremendous amount of individual emotional support in addition to job skills development through volunteer work and soft skills training classes.

The Student Support Services Specialist provides information and resources for students and their family members regarding SSI/SSDI, Medi-Cal, Medicare, housing and employment. They also coordinate presentations for students and families to help them navigate these complex systems. Providing resources is an essential function of the SSSS position.

The SSSS also provides continuity of services and supports during the time when the adult school is closed for breaks and holidays throughout the year. Students are able to maintain established routines and continue to gain skills at a time when families are often working and unable to provide the needed transportation and support. Often, the SSSS drives to students' homes, work and/or to a meeting site in the community to provide these services.

Classroom supplies are purchased as needed throughout the schoolyear, however there are often limited funds remaining in the spring and summer months. Having additional funding to purchase items such as ink for the classroom printers and student binders/journals, etc. will ensure that the class has essential supplies.

The students have completed their Daily Mindbender books which were extremely enjoyable, educational and challenging. The daily exercises have enhanced student reasoning, problem solving and critical thinking skills. Students look forward to doing starting class with an exercise as it gets them engaged and ready for instruction.

It can be challenging to develop lesson plans and instructional materials to address the variety of learning levels and needs. Brain HQ has been a tremendous addition to our cognitive retraining and has allowed students to learn and expand their cognitive skills at their own pace. The tracking features show students their progress and helps students focus on the areas that are most challenging.

## **Organizations Working With Us**

The Student Support Services Specialist regularly collaborates with the following organizations and providers:

- John Muir Neuropsychology
- Stroke Support Group of Contra Costa
- Mt. Diablo Unified School District
- On Track Booster Association
- Centre for Neuro Skills
- California Department of Rehabilitation
- California Brain Injury Association
- Social Security Administration
- IHSS services of Contra Costa County
- Cal State University East-Bay Center for Communicative Disorders, Speech, Language and Hearing Clinic
- Regional Center of the East Bay
- Food Bank of Contra Costa
- Alta Bates Herrick Campus Brain Injury Program
- Schurig Center
- Chevron's ENABLED Employee Network
- Hospice of the East Bay

## Evaluation Plan to Determine Success

Assessment measures to evaluate the success of the project are individualized to measure specific support services outcomes, depending on the need and services provided. Individual assessment measures may include:

- Intake and Annual Needs Assessment
- Individual Student Goals and Progress Review, mid-year and end-of-year
- Caregiver participation in support services
- Student self-reporting
- Student transitioning to work and/or college
- CASAS Life and Work Assessment pre and post test
- Data from BrainHQ
- Improved speed and accuracy in completing critical thinking exercises
- End of Year Annual Summary Report

We sincerely appreciate your consideration for continued funding of the Student Support Services Specialist position, and additional funding to renew 20 licenses for BrainHQ, to purchase 25 Daily Mind Bender workbooks and to cover classroom expenses, etc.

The Firedoll Foundation support continues to have a tremendous impact on the lives of students with brain injury and their families. Over the years, the program has been able to expand services and supports to enhance student learning and success because of the generous support of the Foundation.

Should you require additional information, please contact Karen Lingenfelter-Carman (925) 685-7340, ext. 6721.

Respectfully yours,



Karen Lingenfelter-Carman  
Coordinator, Adults with Disabilities  
Mt. Diablo Adult Education

---

Nellie Meyer, Ed.D.  
Superintendent  
Mt. Diablo Unified School District

---

Vittoria Abbate  
Director College & Career and Adult Education

Cc: Paige Endo, Vice Principal  
Shawna Heiden, Fiscal Analyst