**Oregon Adult Basic Skills**

**WIOA Title II**

**Adult Education and Family Literacy Grant  
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**Oregon ABS BurlingtonEnglish Initiative Mid-Year and Final Reporting Form  
Due February 14, 2025 and August 15, 2025**

As part of the Oregon ABS BurlingtonEnglish Initiative, you are required to submit biannual reporting on BurlingtonEnglish (BE) use for the PY24-25 year. The mid-year report is due on February 14, 2025, and covers July 1 through December 31, 2024. The final report is due August 15, 2025, and covers January 1, 2025 through June 30, 2025. Submit your report, as well as any questions, to [hecc.absteam@hecc.oregon.gov](mailto:hecc.absteam@hecc.oregon.gov).

1. **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Institution:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date of Submission:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Describe the impact of BurlingtonEnglish on local instructional practices. (~250 words)**

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1. **Provide instructor feedback on BurlingtonEnglish. (~250 words)**

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1. **Provide student feedback on BurlingtonEnglish. (~250 words)**

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1. **Add any further questions/comments about the Oregon ABS BurlingtonEnglish Initiative.**

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1. **Attach the following to this report:**
2. **BurlingtonEnglish Report: Teacher Usage Report. This report should include time on task, content, and components being accessed/used.**
3. **TOPSpro Enterprise Report: NRS Table 4B for ESL classes using Burlington English. One report that combines all ESL classes using Burlington English.**
4. **TOPSpro Enterprise Report: NRS Table 4B for all ESL classes not using Burlington English. One report for all ESL classes not using Burlington   
   English.**
5. **TOPSpro Enterprise Report: Class Instances Report showing all ESL classes, with all ESL classes using BE clearly marked with “BE” in “Class Name.”**