



National Adult Education Professional Development  
Consortium  
**National Training Institute (NTI)**

November 14 – 17, 2017  
Doubletree Hilton, Charleston, South Carolina

**NTI AGENDA**

In June 2017, Office of Career Technical and Adult Education (OCTAE) held the *2017 National Meeting for Adult Education State Directors* and provided an opportunity for states to come together and learn about policies pertaining to WIOA implementation.

In order to reinforce and build upon the content of the June meeting, this NTI is provided by the National Adult Education Professional Development Consortium (NAEPDC). Portions of the agenda were developed in consultation with OCTAE.

**The NTI will be a deeper dive to address WIOA implementation in the following areas:**

- Roles and Responsibilities of Adult Education as a Required One-Stop Partner
- Workforce Preparation as an Allowable Activity
- Integrated Education & Training (IET) and Integrated English Literacy and Civics Education (IELCE)
- Entrepreneurship Development and Implementation Models

Sessions may incorporate the following components:

1. Review of requirements for the specific implementation area
2. Examples and resources to assist in operationalizing the specified area
3. Facilitated discussions in small group breakouts to network with other states and discuss the real-world implications and options for implementation

As we address the many requirements under WIOA, it is important for states to have reliable information on requirements, the opportunity to ask questions, and the opportunity to network with other states. The NTI will provide the structure and forum to facilitate this interaction within the context of the specific areas identified above.

**NOTE: This institute provides presentations from the U.S. Department of Education, Office of Career, Technical and Adult Education (OCTAE) staff.**

**Tuesday, Nov. 14, 2017**

4:00 – 6:00 pm      **Early Registration: Hayne Street Gallery**

6:00 – 8:00 pm      **Networking Reception: Palmetto Courtyard**

## Wednesday, November 15, 2017

7:00 – 8:15 am      **Registration/Sign-in and Breakfast: Hayne Street Gallery**

8:30 – 9:00 am      **Welcome/Introductions: Harleston/Wraggborough Room**  
(NAEPDC Chair Reecie Stagnolia-KY)

9:00 – 12:30 am      **Session 1--Workforce Preparation Strategies and Options**  
(NAEPDC: Sandy Crist-MS, Jacqueline Korengel-KY)

**Session 1 Whole Group-Harleston/Wraggborough Room:** Many of our students have had limited experience working. Employers have for years expressed their desire for work ready workers. While employers are confident they can provide technical/occupational training, they need workers (potentially our students) who possess essential/soft skills like communication, collaboration, and critical thinking skills and the “sub-skills” associated with them. With the passage of WIOA and its requirements for workforce preparation, clearly both labor and education agree to the relevance of these skills. In this session, we will provide resources and options for states to integrate workforce essential skills and preparation as a means to equip students for additional education and training and careers.

10:15 – 10:30 pm      **Break**

**Session 1 Breakouts (Refer to handout for breakout room assignments):** In small groups, states will share policy, program, and professional development strategies and models as well as curriculum resources that have proven effective. Following small group interaction, the whole group will reconvene to share and discuss the group work.

12:30 – 2:00 pm      **Lunch: Stono Ballroom**

2:00 – 5:00 pm      **Session 2--WIOA One-Stop Partnerships**  
(OCTAE Cheryl Keenan)

**Session 2 Whole Group-Harleston/Wraggborough Room:** OCTAE will conduct a session to assist with understanding the responsibilities of Adult Education as a required One Stop partner, including the requirements for MOU, infrastructure cost sharing and career services.

3:15 – 3:30 pm      **Break**

**Session 2 Breakouts (Refer to handout for breakout room assignments):** In small groups, states will work through case studies to identify implementation strategies and practices that facilitate good partnerships. Following small group interaction, the whole group will reconvene to share and discuss the group work.

5:00 pm                      **Adjourn**

## Thursday, November 16, 2017

7:00 – 8:45 am      **Breakfast: Hayne Street Gallery**

7:30 – 8:45 am      **Annual Business Meeting: Harleston/Wraggborough**

9:00 – 10:15 am    **Session 3--NRS Performance Reporting De-brief**  
(OCTAE/AIR Cheryl Keenan, Larry Condelli)

**Session 3 Whole Group-Harleston/Wraggborough Room:** This session is a follow up to the recently completed regional performance reporting sessions conducted by the American Institutes for Research (AIR) under an OCTAE contract. AIR/OCTAE will respond to questions from the states regarding challenges they are facing and implementation issues in their states.

10:15 – 10:30 am    **Break**

10:30 – 12:00 pm   **Session 4--Integrated Education & Training Options**  
(NAEPDC Facilitator Susan Fish-OR  
PANEL Connie Beene-KS, Sandy Crist-MS, Philip Less-RI, Gail Senese-ME)

**Session 4 Panel-Harleston/Wraggborough Room:** As a follow up to the June OCTAE State Directors' meeting that focused on clarifying the IET regulatory requirements, in this session, participants will learn about state's policies, models, options and strategies for implementing those Integrated Education and Training requirements.

12:00 – 1:30 pm    **Lunch: Stono Ballroom**

1:30 – 4:15 pm      **Session 5--Integrated English Literacy and Civics**  
(OCTAE Christopher Coro)

**Session 5 Whole Group-Harleston/Wraggborough Room:** In this session, OCTAE will provide clarifying information and share promising practices and resources pertaining to the implementation of the IELCE program under Section 243 of WIOA. Session topics include the following:

1. Clarifying compliance requirements under Section 243;
2. Examples of effective career pathways and IET program planning models for English language learners;
3. Strategies and options for IELCE program development and professional learning.

**Session 5 Breakouts (Refer to handout for breakout room assignments):** In small groups states will identify through case studies emerging practices and strategies, including options for the following:

1. scaling up an IELCE set of services,
2. recruiting learners into an IELCE program,
3. developing collaborations with other partner agencies, and

3:30 – 3:45 pm      **Break**

Following the break, the whole group will reconvene to share and discuss promising practices identified during the group work.

4:30 – 5:30 pm      **Special Focus Group for State Directors  
(OCTAE Cheryl Keenan)  
Harleston/Wraggborough Room**

As part of the U. S. Department of Education’s response to Executive Order 13777, *Enforcing the Regulatory Reform Agenda*, this OCTAE sponsored session will solicit feedback from state directors on the clarity, burden, and adequacy of current regulations and guidance.

**Friday, November 17, 2017**

7:00 – 8:15 am      **Breakfast**

8:30 – 11:30 **Session 6--Entrepreneurship  
(NAEPDC-Philip Less-RI)**

**Session 6 Whole Group-Harleston/Wraggborough Room:** Helping adult learners create their own business is often a viable option for employment in many sections of the country. In this session, we will review the following components:

1. a rationale for providing entrepreneurship as a job training option,
2. program development models and strategies states can provide local programs to create entrepreneurship options,
3. curriculum models that can be adapted to address the needs of local programs,
4. guidelines for using the development of a viable business plan in lieu of an “industry based certification” to document completion of the program.

10:00 – 10:15 am      **Break**

**Session 6 Breakouts (Refer to handout for breakout room assignments):** In small groups states will discuss the applications and implications for each of the components presented in the general session and explore with colleagues options for encouraging and developing entrepreneurship as an option for job training.

11:30 am              **Adjourn**