



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 19, 2008

MEMORANDUM

TO: Basic Skills Directors
Community-Based Organization Directors

FROM: Bob Allen, Coordinator, NCCCLRC

SUBJECT: Basic Skills Newsletter: Basic Skills E-News

Attached is the latest copy of the Basic Skills newsletter, Basic Skills E-News. Please print copies and share with your staff.

BA/jj

cc: Presidents
Continuing Education Administrators
Dr. Randy Whitfield

CC08-044
Email Copy

Register NOW

- ◆ Literacy Ambassador Workshop
- ◆ Great Basic Skills Staff Workshop
- ◆ Civics Training
- ◆ USHMM trip

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“Never Give Up!”



Literacy Ambassadors 2007

“...learning is a life long process, that it's okay to just be yourself and never never give up.”
Literacy Student

For the second year in a row, the Literacy Ambassador workshop has exceeded all expectations. The Literacy Ambassador Workshop focuses on teaching successful students how to “tell their story” for public speaking engagements, media interviews and classroom presentations.

Bob Allen, Coordinator for the North Carolina Community College Literacy Resource Center initiated this program in the winter of 2006 with great success. The workshop's aim is to promote student success and recruit in the community. Students and mentors are nominated by their program. Participants arrived at Caraway Conference Center & Camp where they enter into a retreat type environment. For two days, participants receive informative coaching on “The Natural Speaker in You,” presented by Janet Bauer, “Public Speaking and the

Audience,” presented by Dr. Brooksie Harrington, and “Public Speaking, Making Presentations and Personal Growth and Development,” presented by Toni Cordell. On the final day, students were granted the opportunity to “tell their story” in a five minute presentation to the group. Although students emerged from various backgrounds and ethnicities, their motivation and determination was unanimous. All believed that they could, “Never Give Up!”

“Self-esteem techniques; overcoming obstacles; just don't stop the program!
Thank you so much!”
-Literacy Student

See more comments on page 11 .

Basic Skills Update



From the desk
of :

Randy
Whitfield

Change is definitely in the air for Basic Skills/literacy programs in North Carolina! We will work together to implement these changes and to make things better for our programs. Below are short updates on critical issues in Basic Skills/literacy.

Funding

A committee of community based organization and community college representatives met in November 2007 to discuss components of a new funding formula. The committee decided to have a subcommittee draft a mock formula to see how the various components would affect funding. All information from the meetings was shared with Fiscal Research which has the responsibility of drafting the final Basic Skills formula. When Fiscal Research completes its draft formula, it will be sent out to all programs for input.

Program Plans and Applications

Program plans and applications will be sent out in the next few weeks. All grants will be extended this year; therefore, the forms required will be short update forms. No new grants will be considered this year.

Standardized Tests Review

The United States Department of Education will review tests for inclusion into the National Reporting System in April 2008. If a publisher does not submit a test, then it may no longer be used. TABE does not plan to submit TABE 7 & 8. Once the tests are approved, they are good for seven years unless changes are made. If changes are made, the tests must go back to the review team.

Department of Education Change Management Team

System Office MIS and Basic Skills staff will meet with representatives from local community colleges to discuss changes that must be made to community college's data system so that it comes into compliance with the National Reporting System. After the team completes its meetings, then another team will be established to write business requirements for the data system.



Contact: Dr. Randy Whitfield (919) 807-7132
whitfieldr@mccommunitycolleges.edu

**Directors
Teachers
Staff**

**You are invited
to attend the
Statewide**

**Instructors
Recruiters
Coordinators**

Great Basic Skills Staff Workshop

Purpose: to celebrate good teaching and program leadership by searching out best practices, to exchange/share program problems/solutions and to renew and contemplate our attitudes and behaviors as educators.

WHEN: (Sunday—Wednesday) APRIL 6-9, 2008
(Registration 3-6 PM)

WHERE: CAMP KANUGA, HENDERSONVILLE, NC
www.kanuga.org

COST: \$387 PER PERSON (includes 4 days, 3 nights [single room], meals [Sunday dinner-Wednesday lunch] and registration)

**Pre-
registration
Now Open.
Call to make
reservation.**



**Plan Now!
Call Now!**

For more program information, contact your Program Director, and/or call Jannai Johnson @ (919) 807-7185.

Put “POWER” in your CED program

Great news! Now, the Compensatory Education (CED) programs can use another CASAS standardized assessment series for adults with developmental disabilities. It is called “Providing Options for the Workplace, Education, and Rehabilitation” (POWER) tests. This test series can be used in addition to, or in lieu of, the CASAS Adult Life Skills tests for adults with developmental disabilities. The POWER tests, like the CASAS Adult Life Skills tests, target primarily adults with intellectual disabilities (formally called adults with mental retardation) ranging from mild to severe cognitive ability levels.

POWER tests are performance-based and focus on employability, community access, and independent living skills. It is available for three skill levels (AA to AAAA). Students are observed one-on-one while they demonstrate basic skill tasks and are rated on a five point scale related to levels of independence.

The first day of the CED Regional Instructors’ Training will be on the administration of the POWER tests. This full day training session will be provided by Anita White and Shelley Bleyl.



From the
desk of :

Sillar Smith

Regional Training :

East:

March 13 – 14, 2008
Lenoir CC

West:

April 10 –11, 2008
Asheville-Buncombe
TCC

Central:

May 8 –9, 2008
Guilford TCC/
Greensboro
Campus

The second day of this year’s Compensatory Education Program Regional Instructors’ Training is a three-hour interactive session entitled “Exploring Stories with Adults.” This interactive training gives professionals a curriculum and an approach to use to teach literacy, problem solving and life applications to students who have developmental disabilities. Motherhead Inc. will provide the training.



Contact: Sillar G. Smith (919) 807-7134
smiths@mccommunitycolleges.edu

Teaching the Principal Documents of American Democracy



From the desk
of:
Karen Brown



U.S. Citizenship
and Immigration
Services

A FREE Conference for Civics and Citizenship Teachers of Adults

You will learn about:

- The redesigned naturalization test
- The naturalization process
- The history and meaning of the principal documents of American democracy
- How to prepare students for naturalization interview and test



April 25, 2008
From 8 A.M. to 5 P.M.
Wake Technical
Community College
Raleigh, NC

This conference sponsored by United States Citizenship and Immigration Services (USCIS) and will be held at Wake Technical Community College 9101 Fayetteville Road, 2nd floor Student Services Building, Raleigh, North Carolina 27603.

For more information and registration:

<http://www.uscis.gov/teachertraining>

Contact: Karen Brown (919) 807-7140

kbrown@unccommunitycolleges.edu

Meet the Basic Skills Staff

Over the past year, some have come and left the Basic Skills family at the North Carolina Community College System Office. At the present time, we are fully staffed with several new faces.



Dr. Randy Whitfield
Associate Vice
President
Academic and Student
Services Basic Skills
Department



Gloria S. Johnson
Business and Technology Applications Analyst



Katie Golinowski
Basic Skills Training Assistant

New Staff



Sillar Smith
Coordinator, Compensatory
Education and Special Populations



Melissa Lentz
Records Processing
Assistant



**Katie Jefferson
Waters**
Basic Skills
Training Specialist



Karen M. Brown
Coordinator, ABE
& ESL



**Judy
Howell**
Basic Skills
Training
Technician



**Bob
Allen**
Coordinator,
NCCCLRC



**Jannai
Johnson**
Program
Assistant,
NCCCLRC



Lou Ann Parker
Coordinator, GED/AHS

Chavon Casey
Basic Skills Program Assistant

Karen O'Neal
GED/AHS Technical Assistant

You are invited to become a “Holocaust Educator” for your Basic Skills Program

**United States
Holocaust Memorial Museum
Washington, DC**

“Learning and learning about the Holocaust, and about the society that allowed these crimes to occur is critical to building awareness about current episodes of hatred in our own communities.” Educator’s Resource Toolkit

WHEN: MAY 20-23, 2008 (4 days/3 nights)
(Tour and training program offered by the museum’s
Community Partnership program for NC Educators.)

**WHERE: UNITED STATES HOLOCAUST MEMORIAL
MUSEUM, WASHINGTON, DC**

COST:

- Basic Skills pays airfare cost of \$300 from Raleigh to Washington.
- Local program pays travel to/ from Raleigh airport, meals and hotel (\$181+ tax) single/ double occupancy) in Washington.
- USHMM provides bus, meals, materials and training at the museum.

	<p>Become a Holocaust Educator for your Basic Skills program. Spend 4 days in Washington, DC, learning, and actively participating in a tremendous educational professional development experience.</p>	
	<p>Twenty participants will be selected for 2008.</p> <p>Visit www.ushmm.org website.</p>	

Send resume/letter of application before: March 30, 2008
For more information, Call Jannai Johnson @
(919) 807-7185



From the desk
of :

Lou Ann
Parker

Oklahoma Makes the Score!

North Carolina GED Tests will now be scored at Oklahoma Scoring Service, Inc. All versions of the tests (English, Spanish, French, and English as a Second Language) will be scanned and scored within a 48 hour period. Test Centers throughout North Carolina will begin this new scanning and scoring process no later than February 15, 2008. The score history will be posted on Oklahoma's website and each examiner will have immediate access to student records. Oklahoma Scoring Service, Inc. also offers GEDWizard that provides online access to students, as well as eliminates the need to scan demographic forms. North Carolina hopes to add this feature during the contract year. GEDWizard would allow the demographic information for each student to be completed in a very short period of time (approximately two minutes) and students, as well as examiners, would be given access to score reports at any time.

The benefits of Oklahoma's scoring system abound! Here are just a few:

- Address changes for the students may be completed at the colleges;
- The ESL, French, and Spanish tests can now be scanned, as well as Accommodation Tracking forms;
- Scoring is received and scored all day; this allows examiners to send multiple batches throughout the day;
- GEDWizard will be web-based and easily accessible for examiners and students;
- Test Center numbers on the demographic will automatically link to a student record when the student is transferring among college programs;
- Student records may be accessed by entering their last name, first and last name, date of birth, Social Security Number, or last test date; and
- Essays can be scanned with an image writer printer.



From the desk
of :

Katie Waters

North Carolina Basic Skills Credential Project

Four regional forums were held on January 8, 9, 10, and 11, 2008, to collect input from the field on the draft instructor standards framework. Nearly 100 instructors and administrators attended forums held in Williamston, Sanford, Lexington, and Morganton.

Forum participants were brought up-to-date on the development process of the North Carolina Basic Skills credentialing project by Kathi Polis, a national consultant who has been working with the Credentialing Committee for the past two years, and Dianne Barber, director of the Adult Basic Skills Professional Development Project. Participants were introduced to the draft standards and competencies that were

developed by the field as a coordinated project between Appalachian State University and the Credentialing Committee. Working in seven small groups, each group reviewed one of the seven standards and accompanying competencies and presented their recommendations back to the forum participants. During the afternoon, participants reviewed draft attainment options and documentation criteria for Level 1 and 2 credentials and offered recommendations for improvement.

All of the forum recommendations will be reviewed by the Credentialing Committee in February, and a final draft of the standards and competencies should be available in March, 2008.

Credential Project (cont.)

The Credentialing Committee would like to thank all of the dedicated Basic Skills educators who attended the forums. Your input is critical in making the credentialing process one that will truly represent the richness, rigor, and excellence of Basic Skills instructors throughout the state.

Submitted by: Kathi Polis

Contact: *Katie Waters (919) 807-7136*
watersk@nccommunitycolleges.edu

Literacy Ambassador Comments

The 2007 Literacy Ambassador Program, held in Asheboro, North Carolina, was a huge success. Below are comments from some of the literacy students and mentors.



"I really enjoyed coming to the conference center to Literacy Ambassador Workshop. I have had a great time here. I think I got something out of it. I am very proud of myself. I have a lot of courage, confidence and potential. I have potential in my self. I will never give up!"
 - **Literacy Student**

"I would tell others that are going through Basic Skills that this is a very uplifting experience and you will leave here with a different understanding of certain things and of yourself." -**Literacy Student**

"We learned from each other and our different styles when speaking. We learned that we have to speak from our hearts if we want to be listened to and we learned other techniques to avoid nervousness. I have learned a lot from this interesting program. You should try it." -
Literacy Student

"It is a wonderful experience. Anyone who has the opportunity should grasp it. It is really good to be able to give back to the

community! To be able to represent a school/ program and help them and in return the school helps you. Thank you. I can't say thank you enough God Bless."
 - **Literacy Student**

"You could see how they naturally evolved into professional speakers over the short span of time they were involved in this program." -
Literacy Mentor

"Incredible! Great place for a retreat; great hosts for the retreat; great guest speakers; heartfelt and inspirational activities and experiences; great interaction during schedules; great agenda! great environment outdoors; great learning experiences for adult learners"
 - **Literacy Mentor**

"I was impressed with how the speakers took away the students' fear of speaking. I could see their confidence growing as the weekend progressed." - **Literacy Mentor**

Contact: *Bob Allen (919) 807-7144*
allenb@nccommunitycolleges.edu



From the desk
 of:
Bob Allen

TRAINING OPPORTUNITIES

For additional training opportunities, visit the Basic Skills webpage Training Calendar and NC Online :
http://www.ncccs.cc.nc.us/Basic_Skills/index.html

DATE	TRAINING	LOCATION	CITY	CONTACT
Mar. 3	Reading & Writing Content Standards	Western Piedmont Community College	Morganton, NC	ASU Diane Barber
Mar. 4	Reading & Writing Content Standards	Central Carolina	Sanford, NC	ASU Diane Barber
Mar. 5	Reading & Writing Content Standards	James Sprunt CC	Kenansville, NC	ASU Diane Barber
Mar. 6	Quality Home-based Instruction that Opens the Door to Literacy	Western Piedmont CC – Jim Richardson Campus	Morganton, NC	Jean Carter
Mar. 13-14	Motheread Institute	Lenoir CC	Kinston, NC	Motheread
Mar. 13	GED Examiner	NCCCS	Raleigh, NC	Lou Ann Parker
Mar. 13-14	Regional CED	Lenoir CC Bullock Bldg., Rm. 150	Kinston, NC	Sillar Smith
Mar. 13	LACES	Wake TCC – Western Wake Campus	Cary, NC	Karen Brown
Mar. 14	LACES	Central Piedmont CC Harris Conf. Center	Charlotte, NC	Karen Brown
Mar. 14	Parenting for Academic Success with ELL Adults	Wayne CC	Goldensboro, NC	Jean Carter
Apr. 3-4	Bridges to Practice/Corrections			Sillar Smith
Apr. 3-4	Sounds of Language in Family Literacy Classrooms	Family Resource Center (Caldwell Cty. Even Start Site)	Lenoir, NC	Jean Carter
Apr. 3-4	Adult Education Research and Practice: "Talking the Talk and Walking the Walk"	Family Resource Center (Caldwell Cty. Even Start Site)	Lenoir, NC	Jean Carter
April 6-9	Great Teachers Retreat	Camp Kanuga	Hendersonville, NC	Bob Allen
Apr. 10-11	Sounds of Language in Family Literacy Classrooms	Lenoir CC Tech. Center.	Kinston, NC	Jean Carter
Apr. 10-11	Regional CED	Western		Sillar Smith
April 18	Story Exploring	Green County Schools Technical Center	Snow Hill, NC	Motheread
Apr. 25	EL Civics Teacher Training			Karen Brown
April 28-29	BS Directors' Institute	Sheraton RTP	Durham, NC	Katie Waters
April 29	Reception at NCCCS Pres. Lancaster	NCCCS Office		
April 30-May 2	NCCCAEA	Sheraton RTP	Durham, NC	

REGISTER NOW!

You are invited to select/mentor a

DEADLINE NOW UNTIL ALL SPACES TAKEN

Literacy Ambassador

DATE:	JUNE 6-7, 2008 (Friday at 8:45 a.m. to Saturday at 3 p.m.)
PLACE:	CARAWAY CONFERENCE CENTER, ASHEBORO, NC
COST:	FREE! (includes single/double room, four meals, and materials)

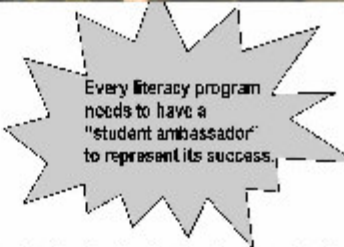
Forty participants will be selected to participate in the second Literacy Ambassador training program. Students will learn how to tell their story, build confidence, increase speaking skills, and learn how to be a local program Ambassador.



Literacy Ambassadors 2006

STAFF MAY ATTEND TO BE MENTORS AND ADVISORS FOR STUDENTS.

Registration NOW OPEN
Call Jannai Johnson to reserve space.
(919) 807-7185



2008 Basic Skills Family Literacy Conference "Transitioning to a Higher Level"

Twin City Quarter in Winston-Salem, N. C.
August 6-8, 2008

In 2006 we had around 900 attendees at the conference in Winston-Salem, and we hope this year will not be any different! It is important that we begin our planning now. Send the Request for Proposals for the 2008 conference as soon as possible.

The conference theme is "Transitioning to a Higher Level." The emphasis this year is on building accountability of our programs' successes. In addition to other timely topics, consider submitting workshop proposals that showcase those successes.

If you or someone in your program would like to be a workshop presenter, please complete and submit by **March 1, 2008**, the RFP by going to:

http://www.ncccs.cc.nc.us/Basic_Skills/Conference%202008/index.html

Please visit the Basic Skills webpage to access additional training information, including the calendar and NC Online.

Log in to the Basic Skills website for more information

http://www.ncccs.cc.nc.us/Basic_Skills/index.html

Basic Skills Mission

The mission of the Basic Skills program is to assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency, assist adults who are parents to obtain the educational skills necessary to become full partners in the educational development of their children, and assist adults in the completion of a secondary school education. The North Carolina Community College System provides educational opportunities for adults to improve their reading, writing, mathematics, and communication skills through five major program components (Adult Basic Education, General Educational Development, Adult High School, English as a Second Language, and Compensatory Education).

From the Editors:

This newsletter is for you! It will provide information for instructors, administrators and professionals working in Basic Skills.

This newsletter is a form of communication which will be ongoing, and we kindly invite you to contact us with your by-line, newsbyte and head line.

Send your literacy updates today!

Contact:

Jannai Johnson

johansonj@nccommunitycolleges.edu

editing, design, and layout

(919) 807-7185

**North Carolina Community College
Literacy Resource Center (NCCCLRC)**



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
(800)553-9759**