

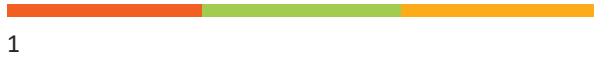
7/18/2024

Division of Adult Education Monthly Webinar

July 18, 2024

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Welcome!

The Professional Development Team

- Professional Learning Opportunities Project (ProLO)
- Technology/Communications Project
- Digital Literacy and Distance Education (DLDE)
- Management Information System Project (MIS)
- Workforce Development System Liaison Project (WDSL) and Integrated Education and Training Project (IET)

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Professional Learning Opportunities Project (ProLO)

Amanda Ruth and Dyan Schauer

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1. Student work protocol

2. Resource alignment and lesson revision

3. Lesson study

4. Peer observation

- ELA
- Math
- ESL
- Family literacy
- Trauma-informed

Customized Professional Development Opportunities

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Customized Professional Development Opportunities (Cont.)

5. Teaching Skills That Matter in Adult Ed

6. English Language Proficiency Standards

7. Instructional Routines for Transitioning ELs

8. Peer Mentoring in IELCE

9. Family Literacy Year 2

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1. Student Work Protocol

- Analyzing the demand of the assignment within the lesson
- Choosing the best matching standard
- Analyzing the student work
- Strengthening the assignments

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2. Lesson Revision and Resource Alignment

- Evaluating and aligning resources to the standards
- Evaluating and revising lessons so that they are aligned to the standards



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3. Lesson Study

- Walks participants through the steps of creating standards-aligned lessons to meet explicit instructional goals.

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4. Peer Observation Process



RESOURCES:

- [Best Practices for Classroom Observation: A Guide for the Observer](#)
- [Overview of Critical Friends Model](#)
- [Critical Friends Feedback Checklist](#)

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5. Teaching Skills That Matter in Adult Education

Overview

- Programs that apply to participate will choose one or two content areas to focus on from the following: Civics, Digital Literacy, Health Literacy, Financial Literacy, and/or Workforce Preparation.
- Instructors will work with a coach to learn how to use three instructional approaches (Integrated and Contextualized Instruction, Problem-Based Learning, and Project-Based Learning) and integrate nine highly relevant transitions skills through guided study, activities, and lesson plan implementation through a set of at least four coached workshops.
- Lesson plan discussion, adaptation, implementation, and debriefing lessons will form a large portion of professional learning.

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6. English Language Proficiency Standards

This training has been updated to a customized approach rather than a scheduled, statewide series of webinars (as previously offered). PLCs will meet at least four times with a coach and follow this process:

- Complete the ELPS Overview Module in the PD portal.
- Use a reflection tool to select two to four standards to focus on.
- Receive training and learn about instructional routines that align with selected standards.
- Implement instructional routines between meetings.
- Meet once with colleagues from across the state to discuss implementation of instructional routines.

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7. Instructional Routines for Transitioning ELs

Coaching focused on enhancing lessons with instructional routines that increase rigor and provide scaffolding for English learners (ELs) who are transitioning into ABE classes or are already in ABE classes.

- Includes ELA and math.
- Can be integrated into agency PI-PD objectives and PLCs with support from a coach.
- Course of coaching can be adapted for individual agency needs and goals.
- Talk with your consultant if interested.

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8. Peer Mentoring in IELCE Programs

This training is designed for Integrated English Literacy and Civics Education (IELCE) instructors. The training focuses on the peer observation process to give instructors individualized support in improving their IELCE instruction.

The purposes of this training are:

1. With the support of an IELCE coach, identify at least one goal to focus on for the program year.
2. With the support of an IELCE coach, complete the peer observation process at least twice over the course of eight months.
3. Debrief the process of peer observation with others within their program during a wrap-up meeting with their coach.

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9. Family Literacy Institute Year 2



This institute is designed for teams from Family Literacy programs to continue their work around the Pennsylvania Family Engagement Birth through College, Career, Community Ready Framework.



The purpose of this training is to strengthen opportunities for caregivers to take on leadership roles in the classroom, school, and community.



Program teams will choose from a menu of leadership activities to implement in their programs over the course of the year or develop their own. The institute will include two large-group webinars but focus more on individualized support for programs to implement their projects.

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PI-PD Planning Reminders

These resources can be found in Program PD Team course in PD Portal:

- PI-PD template
- PI-PD example plan

The Program PD Team will meet with their agency consultant to review a draft of the PI-PD plan.

Please send a PI-PD draft to your consultant at LEAST two weeks before your scheduled meeting!

The final PI-PD plan is due September 2.
Send to your ProLO consultant.

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ProLO Consultants

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Technology and Communications Project

Matthew Manfred



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Division Webinars on the PAAER Website

- 1 Where to find them on PAAER.org
- 2 How to find the PDF slides
- 3 How to view recordings and transcripts
- 4 Where to view past years' recordings

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Division Webinars on the PAAER Website (Cont.)

- [Link to PAAER's Administrator Webinars and Meetings page](#)
- [Link to Playlist of Monthly Division of Adult Education webinar recordings](#)
- To view the transcript of a recording, click "more" in the description below the video, then click "Show transcript."



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Digital Literacy and Distance Education Project (DLDE)

Chuck Klinger

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Digital Literacy and Distance Education Support



Supporting Digital Literacy/Resilience in Students



Supporting Digital Literacy/Resilience in Staff



Maximizing Impact of Distance Learning

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Supporting Digital Literacy/Resilience in Students

Key Resources

- Digital Literacy Skills Checklist
- Resources aligned to DL Skills Checklist

Courses

- Introduction to Workforce Preparation Skills
- Universal Design for Learning courses
- Digital Resilience in the American Workforce (DRAW)
- Building an Ed-Tech Strategy Toolkit

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Supporting Digital Literacy/Resilience in Staff

Key Resources

- Digital Literacy Competencies for Educators
- Resources aligned to DL Competencies for Educators
- DL Competencies Self-Assessment

Courses

- Google Applied Digital Skills and Certified Educator courses
- Building Your Digital Skills

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Maximizing the Impact of Distance Learning

Key Resources

- IDEAL Distance & Blended Learning Handbook
- Student-Facing Tools
- Searchable Distance Learning Curriculum Catalog
- Supplemental Distance Learning Lessons

Courses

- Using a Learning Management System
- Intake and Orientation for Distance Learning
- Improving Distance Learning Instruction
- Improving Real-Time Remote Instruction

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Other Support

-  Site-specific Support
-  Digital literacy specialist CoP
-  Maker-Space activities
-  TA planning guide
-  Technology planning tool

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**Management Information System
Project (MIS)**
Michael McCarty

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eData Tech Support (MIS Project)



Provide technical assistance and support for agency data collection, data entry, and data analysis.



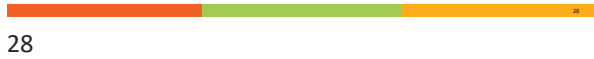
Facilitate monthly and annual webinars.



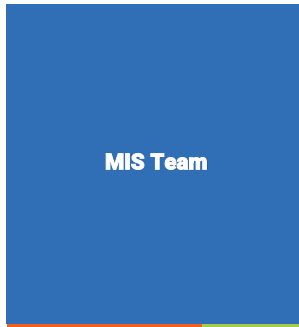
Provide phone call, email, and Zoom technical support.



Develop documentation and tools available on PAAER site.



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**Workforce Development System
Liaison (WDSL) Project**

**Integrated Education and Training
(IET) Project**

Chrissie Klinger



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Workforce Development System Liaison Project (WDSL)



Aligning workforce development programming within the adult education system



Building capacity to address WIOA



Creating partnership with workforce development partners to support learners' career pathways



Providing high-quality student support services by agency student support coordinators

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Workforce Development System Liaison Project Team



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Integrated Education and Training Project (IET)

- Developing IETs
- Implementing IETs
- Building and strengthening IET program partnerships



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