



Utah State  
Board of  
Education

Adult  
Education

# **Professional Learning Menu 2024-2025**

# Meetings and Trainings

## Adult Education Orientation for New Directors:

- August 27<sup>th</sup>, 2024: 9:00 AM to 4:00 PM, USBE Conference Room 222 (250 E. 500 S. Salt Lake City, UT 84114), [MIDAS#42401-7](#)

## Adult Education Directors' Meetings:

- September 26<sup>th</sup>, 2024: 9:00 AM to 4:00 PM, USBE Basement West Conference Room (250 E. 500 S. SLC, UT 84114), [MIDAS #41119-16](#)
- January 23<sup>rd</sup>, 2025: 1:00 PM to 4:00 PM, Virtual, [MIDAS #41119-17](#)
- March 17<sup>th</sup>, 2025: 1:00 PM to 4:00 PM & March 18<sup>th</sup>, 2025: 9:00 AM to 4:00 PM, (Southern Utah, location TBA), [MIDAS #41119-18](#)

## Adult Education Data Administrators Meetings:

### Utah Adult Student Information System (UASIS) User Training

Every program is expected to send at least one person to one of the following UASIS trainings. Due to limited seating, we ask that each program complete registration through [this Google form](#).

#### **Southpointe Adult Education** (9301 S Wights Fort Road Bldg.2, West Jordan, Utah 84088)

- May 20<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Beaver** (291 North Main Street, Beaver, UT 84713)

- May 22<sup>nd</sup>, 2024: 9:00 AM – 4:00 PM

#### **Horizonte** (1234 South Main Street, Salt Lake City, UT 84101)

- June 4<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Arches Education Center** (125 West 200 South, Moab, UT 84532)

- June 6<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Horizonte** (1234 South Main Street, Salt Lake City, UT 84101)

- June 18<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Ashley Valley Education Center** (559 North 1700 West, Vernal, UT 84078)

- June 20<sup>th</sup>, 2024: 9:30 AM – 4:30 PM

#### **Entrada** (9800 South 800 East Sandy, Utah 84094)

- June 27<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Weber Adult Education** (955 W 12<sup>th</sup> Street, Ogden, UT 84404)

- August 15<sup>th</sup>, 2024: 9:00 AM – 4:00 PM

#### **Virtual Refresher**

- August 29<sup>th</sup>, 2024: 1:00 PM – 3:30 PM ([Teams Link](#))

Monthly Data Administrator Virtual Meetings will be held from 3:00 PM to 4:00 PM on the third Thursday of each month. [Teams Link](#) for monthly meetings.

Program-specific training by request. Contact [uasisiswebmaster@schools.utah.gov](mailto:uasisiswebmaster@schools.utah.gov).

## **Corrections Education Summit**

- November 15<sup>th</sup>, 2024: Time & Location TBA [MIDAS #41117-7](#)

## **English Language Acquisition (ELA) Teachers' Summit**

- October 1<sup>st</sup>, 2024: 9:00 AM to 4:00 PM, USBE Basement West Conference Room (250 E. 500 S. Salt Lake City, UT 84114) [MIDAS #58119-4](#)

## **English Language Learner (ELL) Study Circle**

Utah Adult Education will host a study circle for English Language Acquisition instructors. The study circle will meet for 5 virtual sessions on the following dates. [MIDAS #41124-4](#)

- January 14<sup>th</sup>, 2025: 3:00 PM to 4:00 PM
- January 28<sup>th</sup>, 2025: 3:00 PM to 4:00 PM
- February 11<sup>th</sup>, 2025: 3:00 PM to 4:00 PM
- February 25<sup>th</sup>, 2025: 3:00 PM to 4:00 PM
- March 11<sup>th</sup>, 2025: 3:00 PM to 4:00 PM

## **Federal Grantee Workshop**

- September 27<sup>th</sup>, 2024: 9:00 AM -12:00 PM, USBE Basement West Conference Room (250 E. 500 S. Salt Lake City, UT 84114) [MIDAS #63389-1](#)

## **GED Teacher Training**

- September 10<sup>th</sup>, 2024: 9:00 AM to 4:00 PM, USBE Basement West Conference Room (250 E. 500 S. Salt Lake City, UT 84114) [MIDAS #60938-3](#)

## **Professional Learning Communities (PLC) Meetings:**

Adult education program directors and teachers are invited to attend virtual PLC meetings to collaborate with other adult education providers and engage in strategic planning.

- Director Cohort – [MIDAS #62463-5](#)
  - December 3<sup>rd</sup>, 2024, and March 4<sup>th</sup>, 2025: 11:00 AM – 12:00 PM
- Teacher Cohort – [MIDAS #62463-6](#)
  - December 4<sup>th</sup>, 2024, and March 5<sup>th</sup>, 2025: 3:00 PM – 4:00 PM

## **Small Program Summit**

- April 24<sup>th</sup>, 2025: Time & Location TBA [MIDAS #63408-2](#)

## **Summer Institute for Math**

- June 3<sup>rd</sup>, 2025 – June 4<sup>th</sup>, 2025: Time & Location TBA [MIDAS #62735-3](#)

## UEN Canvas Professional Learning

UEN and USBE are collaborating for virtual Canvas training. This training is structured into six sections and is best taken sequentially. [MIDAS #63817-1](#)

### Foundational Canvas

- Getting Started with Canvas (part 1)
  - August 28<sup>th</sup>, 2024: 2:00 PM – 3:00 PM
- Canvas Organization Content (part 2)
  - September 4<sup>th</sup>, 2024: 2:00 PM – 3:00 PM

### Essential Canvas

- Canvas Assessment & Feedback (part 3)
  - September 11<sup>th</sup>, 2024: 2:00 PM – 3:00 PM
- Making your Canvas Course Visual & Engaging (part 4)
  - September 18<sup>th</sup>, 2024: 2:00 PM – 3:00 PM

### Exemplary Canvas

- Personalized Learning Through Canvas (part 5)
  - September 25<sup>th</sup>, 2024: 2:00 PM – 3:00 PM
- Canvas Organization & Differentiation (part 6)
  - October 2<sup>nd</sup>, 2024: 2:00 PM – 3:00 PM

## Virtual Kilpatrick Book Study Circle

Virtual book study circles featuring *Essentials of Assessing, Preventing, and Overcoming Reading Difficulties* and *Equipped for Reading Success* by David A. Kilpatrick.

- Participants will need to complete this [pre-reading material](#) before joining and listen to the podcast links below.
  - [Intro and Part 1](#): Date and Time TBD
  - [Part 2](#): Date and Time TBD
  - [Part 3](#): Date and Time TBD
  - [Conclusion](#): Date and Time TBD

## Conferences

### **USBE Adult Education Fall Conference**

October 29<sup>th</sup>, 2024 – October 30<sup>th</sup>, 2024: Nebo Summit Center (165 S. 700 E. Springville, UT 84663)

The annual Adult Education Fall Conference will be held in Springville, Utah at the Nebo Summit Center. [MIDAS #62869-2](#)

### **Coalition on Adult Basic Education (COABE)**

March 30<sup>th</sup>, 2025 – April 2<sup>nd</sup>, 2025: Dallas, TX

The [Coalition on Adult Basic Education \(COABE\)](#) annual conference is the premier event for adult education professional learning. Learn about new best practices and receive targeted training from national-level speakers. The USBE Adult Education will provide a limited number of scholarships.

### **GED Annual Conference**

July 23<sup>rd</sup>, 2024 – July 25<sup>th</sup>, 2024: Long Beach, CA

At the [2024 GED Annual Conference](#), educators will find opportunities to access the latest professional learning, resources, and program enhancements GED Testing Services has to offer. This conference will benefit adult education professionals who work as instructors, program managers or directors, curriculum specialists, local instructors who serve as trainers, and transition coordinators with curriculum and instruction.

### **InstructureCon (Canvas)**

July 9<sup>th</sup>, 2024 – July 11<sup>th</sup>, 2024: Las Vegas, NV

Whether you are a seasoned Canvas user or new to the Instructure Community, you will leave [Instructure's annual conference](#) with fresh ideas, new connections, and actionable takeaways.

### **Mountain Plains Adult Education (MPAEA)**

TBA 2025

The mission of the [Mountain Plains Adult Education Association \(MPAEA\)](#) is to support and promote lifelong learning in the Mountain Plains Region (Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, North Dakota, Utah, Wyoming, and beyond). To achieve its mission, the association promotes and provides professional learning opportunities for adult educators, publishes, and distributes relevant information about lifelong learning, and supports and strengthens member associations with the states of that region.

## **ProLiteracy Conference**

October 6<sup>th</sup>, 2024 – October 9<sup>th</sup>, 2024: Baltimore, MD

[ProLiteracy](#) is passionate about keeping the adult literacy field on the leading edge of best practices for program and student success. Every two years ProLiteracy hosts a national gathering of peer-to-peer networking in which they share the latest instructional trends, up-to-date research, and expert-led panel discussions on policy and innovation that attendees can use to influence their practice and grow program capacity.

## Testing Administrator Training

Per state policy, all program staff who administer adult education assessments must complete test administrator training as required by the test publisher.

### Test Administrator Training Resources:

- **TABE 11/12 (for ABE) test administrator training** is available [online](#). Certification candidates must complete [training module one](#) and [training module two](#) in their entirety for the certificate to be generated. The password for both parts is "tabecertdrc."
- **TABE CLAS-E (for ELA) test administrator training** is completed via a DVD/Workbook that may be ordered from [TABE](#) along with testing materials.
- **BEST Literacy 2.0 (for ELA) new assessor training & BEST Plus 3.0** is a full-day virtual training. Note that current BEST administrators are required to attend recalibration training every two years. This training is provided via a self-paced Canvas course. Program directors should contact [Danielle Pedersen](#) to schedule new assessor training or add staff to the recalibration course as needed.
- **CASAS training (for programs that have selected the GOALS series for ABE and/or the STEPS series for ELA)** is available [online](#). The eTest modules 1 and 2 can be found under the [CASAS eTest Implementation](#) and the paper test modules 1 and 3 can be found under the [CASAS Paper Test Implementation](#).

## Additional Opportunities and Resources

### Adult Education Association of Utah (AEAUT)

The mission of the [Adult Education Association of Utah \(AEAUT\)](#), as the primary advocate for lifelong learning, is to meet the diverse needs of all Utahns by providing and supporting quality education opportunities.

### Adult Education Canvas Instance

Utah Adult Education has a Canvas instance, allowing all adult educators access to create and share courses. Each program director has admin rights and can add staff. For assistance with Canvas, contact [Alex Ellerman](#). Professional Learning Courses are available on Canvas below. Contact your program directors or USBE technical assistant to be added:

- **NRS 101 (Required Annual Training):** This Canvas course provides an overview of the National Reporting System (NRS) for Adult Education. All adult education staff must complete training annually. Staff that have Canvas accounts can self-enroll using [this link](#). For new staff members needing account creation or password help, contact [Alex Ellerman](#).
- **Adult Education New Teacher Academy:** This self-paced Canvas course is used for onboarding new staff to adult education. Topics include an overview of the Workforce Innovation and Opportunity Act (WIOA), adult learner theory, career pathways, the College and Career Readiness Standards (CCRS), and the English Language Proficiency Standards (ELPS) for Adult Education.
- **GED Basics 101:** This course will help adult education personnel become familiar with eligibility for taking the GED® test, the basic features of the GED® test and what accommodations are available, how to use the GED Ready® test to help students prepare, and how to score the extended response question. Anyone helping students prepare for the GED® test should complete this course.
- **Growing With Canvas:** This free course available in the [Canvas Commons](#) has five modules of content that will take users through everything they need to know about using Canvas at their institutions. The course uses a combination of Canvas Video Guides and Canvas Guides to teach the content. Participants can try out several concepts through the practice assignments.
- **UEN Canvas Foundations**  
[In this asynchronous course](#), participants will learn to design and deliver an online course using Canvas. This course will guide participants in creating their own course using best practices to set up a visual home page, add engaging content, assess student learning, and communicate effectively using Canvas. The focus of this course is to learn about pedagogical practices with online course design by using the features within Canvas to create a course that will benefit both the teacher and students.



## Essential Education Courses

Utah Adult Education provides three Essential Education online professional learning courses: ***Identifying and Remediating Reading Skill Difficulties***, ***Motivating the Adult Learner***, and ***Blended Learning in Adult Education***. Each teacher can view their progress, participation time, and lesson mastery in easy-to-read charts located on their learning dashboard. Teachers can self-enroll in courses [here](#). Those who complete all three courses and complete a reflection paper may earn 1.0 USBE credit towards re-licensure. For assistance or a credit request form, contact [Danielle Pedersen](#).

## LINCS (Literacy Information and Communication System)

LINCS is a national leadership initiative of the U.S. Department of Education, Office of Career, Technical, and Adult Education (OCTAE) to expand evidence-based practices in the field of adult education. LINCS includes four components designed to provide adult educators with the information, resources, professional learning activities, and online network they need to enhance their practice and ensure their adult students receive high-quality learning opportunities.

- [The LINCS Resource Collection](#)
- [LINCS Professional Learning Center](#)
- [The LINCS Community, an online community of practice](#)
- [The Learning Portal](#)

## YouTube Channels

The [USBE Adult Education YouTube channel](#) houses a variety of recorded webinars, best practice videos, and SIS tutorials. We are continually adding to this resource bank. Subscribe to be notified of additions. If there are specific topics or resources you would like to see highlighted, please email [Danielle Pedersen](#). The [MPAEA YouTube Channel](#) also includes a variety of recorded webinars related to adult education.

### ***If you have questions about any of the offerings listed, please contact:***

Alex Ellerman, Adult Education Program Specialist: [Alexandra.Ellerman@schools.utah.gov](mailto:Alexandra.Ellerman@schools.utah.gov)

Danielle Pedersen, Adult Education Specialist: [Danielle.Pedersen@schools.utah.gov](mailto:Danielle.Pedersen@schools.utah.gov)

Kimberly Grimes, Adult Education Support Staff: [Kimberly.Grimes@schools.utah.gov](mailto:Kimberly.Grimes@schools.utah.gov)

Stephanie Patton, Adult Education Coordinator: [Stephanie.Patton@schools.utah.gov](mailto:Stephanie.Patton@schools.utah.gov)