



Utah State
Board of
Education

Adult
Education

Professional Learning Menu 2023-2024

Meetings and Trainings

New Adult Education Directors' Orientation Meeting:

- August 8th, 2023: 8:30 AM to 3:30 PM, USBE Conference Room 222, MIDAS#42401-6

Adult Education Directors' Meetings:

- September 13th, 2023: 9:00 AM to 3:00 PM, USBE Basement West Conference Room (250 E. 500 S. SLC, UT 84114), MIDAS #41119-13
- January 23rd, 2024: 1:00 PM to 4:00 PM, Virtual, MIDAS #41119-14
- March 6th, 2024: 9:00 AM to 3:00 PM, Nebo Summit Center (165 S. 700 E. Springville, UT 84663), MIDAS #41119-15

Adult Education Data Administrators Meetings:

- New UTopia User Training. August 10th, 2023: 8:30 AM to 1:30 PM, Horizonte (1234 S. Main Street, Salt Lake City, UT 84101) MIDAS #42880-9
- Monthly Data Administrator Virtual Meetings will be held from 3:00 PM to 4:00 PM on the third Thursday of each month.
- Program-specific training by request. Contact utopiawebmaster@schools.utah.gov.

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 1 – Tuesdays: 11:00 AM to 12:00 PM. MIDAS #62463-1
 - Oct 31st, 2023, Feb 13th, 2024, and Apr 30th, 2024
- Director Cohort 2 – Wednesdays: 3:30 PM to 4:30 PM. MIDAS #62463-2
 - Nov 1st, 2023, Feb 14th, 2024, and May 1st, 2024
- Teacher Cohort 1 – Wednesdays: 9:30 AM to 10:30 AM. MIDAS #62463-3
 - Nov 8th, 2023, Feb 21st, 2024, and May 8th, 2024
- Teacher Cohort 2 – Thursdays: 3:30 PM to 4:30 PM. MIDAS #62463-4
 - Nov 9th, 2023, Feb 22nd, 2024, and May 9th, 2024

Corrections Education Convening

- March 1st, 2024: 9:00 AM to 3:00 PM, Fred House Academy (14727 Minuteman Dr, Draper, UT 84020) MIDAS #41117-6

GED Teacher Training

- November 7th, 2023: 9:00 AM to 12:00 PM, USBE Basement West Conference Room (250 E. 500 S. SLC, UT 84114) MIDAS #60938-2

English Language Acquisition (ELA) Teachers' Summit

- October 24th, 2023: 9:00 AM to 3:00 PM, USBE Basement West Conference Room (250 E. 500 S. SLC, UT 84114) MIDAS #58119-3

Conferences

USBE Adult Education Fall Conference

Sept 27th, 2023 – Sept 29th, 2023: SLCC Miller Campus (9750 S 300 W, Sandy UT 84070)

Customize your students' learning experience with personalized possibilities! Program learning walks on Wednesday, September 27th from 1:00 pm – 5:30 pm and Friday, September 29th from 8:30 am – 1:00 pm. Full-day conference on Thursday, September 28th from 8:00 am – 4:30 pm with student panel discussions, break-out sessions, and lunch hosted by AEAUT. All at no cost! MIDAS #62869-1.

Coalition on Adult Basic Education (COABE)

March 17th, 2024 – March 20th, 2024: Nashville, TN

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 18th, 2023 – July 20th, 2023: New York, NY

At the [2023 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.

Mountain Plains Adult Education (MPAEA)

May 6th, 2024 – May 7th, 2024: Vail, CO

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.

Testing Administrator Training Information

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 Plus 2.0 (for ELA) new assessor training** 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 Life and Work series for ELA)** is available [online](#). The eTest modules can be found under the [CASAS eTest Implementation](#) and the paper test modules can be found under the [CASAS Paper Test Implementation](#).
- **TABE and CASAS Q&A breakout rooms** will be available during Adult Education Fall Conference on September 28th, 2023.

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 to 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 available in Canvas are below. Contact your program directors or USBE TA 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.

Essential Education Courses

Utah Adult Education is providing 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](#).

ESL Study Circle 2024

Utah Adult Education will host a study circle for English Language Acquisition instructors utilizing LINCS materials. Course materials TBD. The study circle will meet for 5 virtual sessions at 3:00 PM on January 30th, February 13th, February 27th, March 12th, and March 26th. Additional information will be provided at the ELA Teachers Summit. MIDAS #41124-3

LINCS

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](#)

ProLiteracy Organizational Membership

All Utah Adult Education programs are ProLiteracy members through a statewide organizational membership. View membership benefits [here](#). Contact ProLiteracy Membership Manager [Michelle Smith](#) to access your membership number.

YouTube Channels

The [USBE Adult, Risk, and Custody Programs YouTube channel](#) houses a variety of recorded webinars, best practice videos, and UTopia 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.

Tools/Resources Webinar Series

Utah Adult Education will host a variety of demonstration webinars throughout the year to promote tools and resources that are available to programs.

Boardworks

September 6th, 2023, 3:30 PM to 3:45 PM. [Click here for Zoom link.](#)

September 19th, 2023, 3:30 PM to 3:45 PM. [Click here for Zoom link.](#)

[Boardworks](#) is a turn-key library of easy-to-customize lessons, presentations, and over 25,000 standard-aligned activities for in-person, hybrid, and remote instruction.

Edstruct

September 12th, 2023, 3:00 PM to 3:30 PM. [Click here for Teams link.](#)

[Edstruct](#) is an online learning platform library of content that currently includes 24 courses designed to help learners improve their financial, media, and digital literacy, including how to use Google Workspace products such as Gmail, Google Docs, Google Drive, Google Calendar, and more.

YouScience

September 6th, 2023, 10:00 AM to 11:30 AM.

September 14th, 2023, 3:30 PM to 5:30 PM

[YouScience](#) is an online platform that helps students discover their natural aptitudes with personalized career pathways and connections with local employers or educational institutions matched to their specific talents, skills, aptitudes, and interests. Zoom links are to be provided by YouScience to interested participants.

eDynamic

September 26th, 2023, 2:00 PM to 3:00 PM

October 3rd, 2023, 2:00 PM to 3:00 PM

[eDynamic](#) is the largest publisher of digital Career Technical Education (CTE) curricula in North America supporting high-demand career fields that lead to industry-recognized certifications.

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

Danielle Pedersen, Adult Education Specialist: Danielle.Pedersen@schools.utah.gov

Stephanie Patton, Adult Education Coordinator: Stephanie.Patton@schools.utah.gov

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