

# Working Agenda National Training Institute (NTI)

November 14-17, 2017

Doubletree Hilton, Charleston, SC

In June 2017, 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.

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

**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) Integrated English Literacy and Civics Education (IELCE)
- Entrepreneurship Development and Implementation Models

Sessions will have three 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 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 US Department of Education, Office of Career, Technical and Adult Education (OCTAE) staff.**

**Tuesday, Nov. 14, 2017**

4:00 – 6:00 pm     **Early Registration**

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

## **Wednesday, November 15, 2017**

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

8:30 – 9:00 am      **Welcome and Introductions (NAEPDC)**

9:00 – 12:00 pm    **Session 1 (OCTAE)**

### **WIOA One-Stop Partnerships**

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.

In small groups, states will work through case studies to identify implementations strategies and practices that facilitate good partnerships.

Following small group interaction, the whole group will reconvene to share and discuss the group work.

12:00 – 1:30 pm    **Lunch**

1:30 – 5:00 pm      **Session 2 (NAEPDC)**

### **Workforce Preparation Strategies and Options**

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.

In small groups, states will share program development 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.

5:00 pm              **Adjourn**

## **Thursday, November 16, 2017**

7:00 – 8:45 am     **Breakfast**  
7:30 – 8:45 am     **Annual Business Meeting**  
9:00 – 10:15 am    **Session 3 (AIR/OCTAE)**

### **NRS Performance Reporting De-brief**

This session is a follow up to the recently completed regional performance reporting sessions conducted by the American Institute 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.

10:30 – 12:00 pm   **Session 4 (NAEPDC)**

### **Integrated Education & Training Implementation Options**

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 various state policies, models, options and strategies for implementing those Integrated Education and Training requirements.

12:00 – 1:30 pm    **Lunch**

1:30 – 5:00 pm     **Session 5 (MSG/OCTAE)**

### **Integrated English Literacy and Civics Education**

In this session, the Manhattan Strategy Group (MSG), OCTAE's contractor for IELCE), will provide information, best practices and resources pertaining to the implementation of IELCE activities under the requirements of WIOA Section 243. 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.

In small groups states will review various approaches and identify 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

Following small group interaction, the whole group will reconvene to share and discuss the group work.

5:00 pm             **Adjourn**

## Friday, November 17, 2017

7:00 – 8:15 am      **Breakfast**

8:30 am              **Session 6 (NAEPDC)**

### **Entrepreneurship**

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, and
4. guidelines for using the development of a viable business plan in lieu of an “industry based certification” to document completion of the program.

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.

Following small group interaction, the whole group will reconvene to share and discuss the group work.

11:30 am              **Adjourn**

### **Costs Estimates:**

\$350 Member State’s **registration fee** includes all breakfasts, lunches, breaks and materials. (Non-member State’s registration fee is \$700)

\$178+tax for **hotel** rooms per night

Doubletree Hilton  
181 Church St.  
Charleston, SC

Reservations can be made through the following link  
[http://doubletree.hilton.com/en/dt/groups/personalized/C/CHSCSDT-NTI-20171114/index.jhtml?WT.mc\\_id=POG](http://doubletree.hilton.com/en/dt/groups/personalized/C/CHSCSDT-NTI-20171114/index.jhtml?WT.mc_id=POG)