

RI Adult Education LD Designee Training

January 19, 2017

1:00 Best Practices for Intake

1:30 Staff training on disability.

Time will be given to work on documentation
of training.

2:10 Draft materials for Student Checklists and
Simplified Teacher RTI process

2:50 Feedback and Plan for April Training

Intake Best Practices

- Write 3 questions you have about intake best practices.

News and Reminders

- Adult Education Bill of Rights
- Wilson / OG phonics instruction group
- Coordinating Calendars for Smoother Referrals
- Feedback for today's session: pens and pencils ready!

Intake Best Practices

- Written Procedures
- Handbook
- Scripts
- Staff Training

Intake Best Practices

- Info sessions
- Intake Forms
 - Testing
 - Orientation
- List 3 best practices for keeping entry to programs equally accessible.

Training Documentation

- What training have you decided on for this year?
- Where are you in the process: planned / conducted / documented?
- Do you need additional information / resources to deliver training to your staff?
- How are you gathering documentation of training?

Student Checklist / Simplified Adult Education RTI Process

THANKS!

- Please Hand Back Carbon Copy of Feedback Forms!
- Please also complete anonymous feedback and leave on table!
- Next Designee Meeting is April 13 – 1-3 PM location TBD

Student Checklist

- Scaffolds adult students in the process of understanding their communication needs.
- Provides prompts to help students and teachers troubleshoot communication challenges.
- *Please mark sheets with your comments and suggestions!*

Simplified Adult Ed RTI

- Support teachers with 2-4 extra hours before class starts and 2-4 extra hours at class midpoint.
- Teachers choose 1-3 specific standards.
- Teacher identifies practice activities for each standard.
- Teacher reviews delivery of instruction at class midpoint.
- Teacher meets 1:1 with students to review effectiveness of instruction.
- Working with RIDE to offer stipends to teachers who try it out and participate in feedback process this spring.