A Message from the WRU Executive Director

It is with great enthusiasm that I write to welcome you back from the holiday season and begin to lay out the next evolution phase of WorkReady U. Emily Dickinson once said, “Forever is composed of nows.” It is my belief that WorkReady U’s future, thus the future of Louisiana, begins today - not tomorrow. The great work that is done in our classrooms and service sites each and every day is the change Louisiana has been waiting for and the bridge to its future. It is now time to build on the success and hard earned reputation that WorkReady U has amassed over the last four years by scaling up established services and expanding into unfamiliar spaces and previously inaccessible silos.

At the LCTCS conference, I plan to work with WorkReady U leadership, to establish a strategic plan that will address comprehensive goals and priorities for WorkReady U over the next five years, in addition to discussing and considering pending changes that accompany the newly enacted Workforce Innovation and Opportunity Act (WIOA). Following the conference, I will be holding town hall meetings at our Regional Resource Centers to discuss this plan and WIOA in order to give everyone an opportunity to participate and contribute to the future of WorkReady U.

I hope you enjoy this edition of the Navigator, and I look forward to working with each of you over the next few months. Your students and communities need you and your talents like never before – seize the day!

Sincerely,

Sean Martin
Executive Director of WorkReady U
Fiscal Reminders

WorkReady U Monthly Reimbursement Requests

WRU reimbursement request for all funding sources are due **by the last day of each month**. If the due date falls on the weekend, documents are due the next business day.

Reminders:
- Reimbursement requests may be submitted at any time during the month; however, processing of payments only occurs after the last day of each month.
- Requests received after the last day of the month, will be processed the following month.
- Allow 7-10 business days for reimbursement payments to be posted in your account.

Important Dates

- **February 20, 2015** - All data for the students served during 2014-2015 should be entered into the data system.
- **February 23 & 25, 2015** - WorkReady U is partnering with LINC**S to sponsor training for ESL instructors. The 2 strands in the daylong training include *Learner-Centered Practice in Adult ESL* and *Teaching Vocabulary: Practical, Research-based Approaches to Instruction.*
  - [South Louisiana Training](#) - February 23rd
  - [North Louisiana Training](#) - February 25th
- **March 4, 2015** - WorkReady Supervisor Pre-Conference Meeting
- **March 5-6, 2015** - LCTCS Conference

Instructor Resources

Resources, resources, resources – It’s mid-year – do you need a few new and inspiring ideas in your repertoire?

- [WRU Instructor Toolkit](#)
  The site was created to provide instructors with resources, lessons, and other tools necessary to make the most of classroom time for both seasoned teachers and those new to adult education.
- [COABE Resource Repository](#)
  The national organization provides a resource portal for session information from the past 3 years where members can access best practices garnered from the national conference.
- [LAPCAE Resources](#)
  Visit this section of our professional association’s site for information on Persistence, PD, Transition, Contextualized Instruction and much more!
Student Success Story

When I was younger, I made a lot of bad choices. No one could tell me anything. I didn’t listen to advice, and I was stubborn. Life was extremely hard for me growing up. I got married the day after I turned 15 years old, and my life drastically changed—for the worse. Soon after this marriage, I dropped out of school. For the next 12 years, I was lost traveling a road that was never meant to be traveled. I didn’t have an education past the 10th grade. The only places that would hire me were restaurants and construction companies. One day I finally realized I was worth more and I wanted more from life for myself and for my children. I enrolled in the adult education program at Northwest LTC in Mansfield. In no time I earned my High School Equivalency diploma! It felt great to accomplish a major goal I have wanted to achieve for some time. Once I received my diploma, I enrolled in the Business Office Technology program at the Mansfield Campus and now have plans to graduate in May 2015. I have learned that anything is possible—no matter where you come from or where you have been.

Note: Destiny has been nominated for the All USA Community College Academic Team. Her honors include being on the Dean’s list, completing certifications in Word, Excel and Access, and receiving her National Professional Certification in Customer Service. She is presently a representative on the SGA at Mansfield.
The Shreveport/Bossier Regional Resource Center held a best practices training for math instructors. Linda Sandifer, Anthony Garcia and Latanya Carter were able to redeliver highlights from their yearlong training in the Adult Numeracy Initiative (ANI) Project. Twenty-four instructors from across the state participated in the ANI national project. As a gatekeeper for further education and training, and an important factor in employability and career options, mathematics skills are of extreme importance to adult learners. ANI provides an opportunity for Adult Education teachers to participate in a proven and effective national initiative and improve the quality of numeracy instruction in Louisiana.

Participants were able to: strengthen math content knowledge through training and peer interaction; implement new, effective adult numeracy instructional strategies in classrooms; increase confidence in teaching numeracy and higher level math; and relate participants’ math content to the various contexts in which adults play a role or aspire to (e.g., further education, workplace, community or family.)

Be sure to check out the Professional Development Calendar for training opportunities and access the site for more information on our Regional Resource Centers.

Regional Resource Centers

Orleans & Houma Region
Erin Landry
Delgado Community College

Marilyn Schwartz
Terrebonne Parish Adult Education

Lafayette & Lake Charles Region
Robin Olivier
Lafayette Parish School System

Tommeka Semien
Literacy Council of Southwest LA

Baton Rouge Region
Janet Tassin
Iberville Parish Consortium

Monroe & Shreveport Region
Kaye Sharbono
Louisiana Delta Community College

Shelli Ulrich
Bossier Parish Community College
Louisiana Pathways

On January 5th, 2015 the first round of **Train to Attain state certifications** were launched in support of the mission to provide high quality, consistent program delivery of the triangular teaching model. These training workshops were developed to train members of the effective teaching teams across all 13 colleges implementing Train to Attain integrated career pathways. The triangular teaching model, which is Louisiana’s version of the Washington State’s I-BEST model, showcases the three members of the effective teaching teams and how they serve together to meet the needs of Louisiana students.

The Trainings are being hosted by administrators/trainers from Delgado Community College, Up Alliance, Terrebonne Parish Local Educational Agency, SOWELA, and Louisiana Delta Community College.

On January 15th, 2015 leadership from the nine participating TAACCCT, round 2 colleges gathered to highlight successes and progress being made in the first two years of the initiative by the nine participating colleges in the **CEO Summit for the Gulf Coast IT Consortium**. The leaders of the nine colleges gathered and participated in round table discussions with their leadership peers, the consortium operations manager and the Louisiana career pathways project director. An overview of Train to Attain was presented to demonstrate the power and impact of the effective teaching teams being formed across the state through the implementation of the triangular teaching model. This vehicle for increasing retention and completion was well received by the entire group. The impact of Train to Attain and how it supports long term sustainability goals for the Louisiana integrated career pathways was also discussed.
HiSET® Official Practice Tests (OPTs)!

After numerous discussions with HiSET personnel, led by Amy Riker, Executive Director, regarding all versions of the Official Practice Tests, it is their recommendation that LA use the 2014 Purchased Official Practice Test and the *Are You Ready to Take the HiSET Exam* document, [http://hiset.ets.org/s/pdf/practice_test_results.pdf](http://hiset.ets.org/s/pdf/practice_test_results.pdf), to qualify students to take the HiSET, until further notice. We are working with ETS on improving communication regarding all aspects of the HiSET program.

ETS Testing and Registration Updates

1. **New Roster Functionality**
   a) **Sort** - Examiners now have the capability to export roster information to Excel and sort by column headings using the *Export Roster* button. The visual indicator (arrow symbol) displayed on the column header indicates the sort direction ascending/descending.
   b) **Printer-friendly version button**
   c) **“Initial Test” indicator** - In the *Test Information* column, the visual indicator is displayed against an appointment when this is the first time the test taker has EVER tested for that subject, under ANY State/Agency.

2. **Multi-Appointment Scheduling** - Test Candidates may now easily schedule multiple appointments at one time.

3. **Voucher Payment** - Candidates will have the ability to enter a voucher code when submitting an order. Voucher codes will now be validated online.

4. **Enhanced CBT Delivery** - When candidates are scheduled for multiple tests in a day, the examiner now has the ability to link those appointments so that all tests can be taken at the same workstation. Once the roster is created, all appointments for a candidate in a day are linked. When the candidate checks in for one appointment and the test has started, the system will automatically check in all the other linked appointments.