Today's Presenter

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Researcher,
Curriculum Developer

Crafting a Successful Adult Education Program for Small, Rural and/or Part-time Libraries

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The Challenge
EXPANSION 2014

12,600 sq. ft., rural,
full-time

1740 sq. ft., rural,
part-time

602 sq. ft., rural,
part-time

City v County

- Bus line
- Facilities
- Deliveries
- Over-sight
- Funding
- Training

- No Bus line
- Limited Facilities
- Limited Deliveries
- Less Over-sight
- Less Funding
- Limited Training

Getting Started

- Census.gov
- Indexmundi.com
- State, county, township **economic reports**
- Interviews with local **industries**
- Interviews with local **colleges and universities**
- In-library **patron surveys**

- **# of sq. feet** to be allocated for dedicated "instructional" time
- **# of computers** to be allocated for dedicated "computer lab" time
- Minimum amount of **funding** to be directed toward dedicated resources
- **# of staff** members you have available

Community Needs

Library Resources

Rural, small and/or part-time branches

- **Transportation challenges may limit the service areas and the service dates.**
  - Collaborating with local churches, non-profits or other agencies may provide van or bus service to students.
- **Square footage may be limited and in competition with other library programming needs.**
  - Offering classes "after-hours" or at a nearby community or town council center might help alleviate space issues.
- **Interlibrary material delivery may be restricted or non-existent.**
  - Planning determines whether the materials will be available in time or at all. The Internet offers a range of meaningful user-friendly alternatives.
- **Administrators (decision makers) may not always be on hand to observe and support the program.**
  - Keep your administrators informed with reports and photos. Invite them to your OPEN HOUSE events, graduations, and other "special" events.

Small town advantage

- **Insufficient funds for the big ticket or start-up items.**
  - Smaller communities are eager to pull together and support county wide programs when they directly benefit the smaller or rural community. Targeted fundraisers for these small, rural sites will make for a successful campaign.
- **Access to instructors or training resources may be limited.**
  - "Sharing" an itinerant instructor will not only stretch the resource but will also further build the notion of a "shared" community effort.

What you can be!

- Information Center about area Adult Education opportunities, resources, referrals.
- Adult Education and GED print Support Center.
- GED Online Test practice Center.
- Basic Adult Literacy or Adult Education Instructional Center.
- A Post-GED Career and Continuing Education Support Center.

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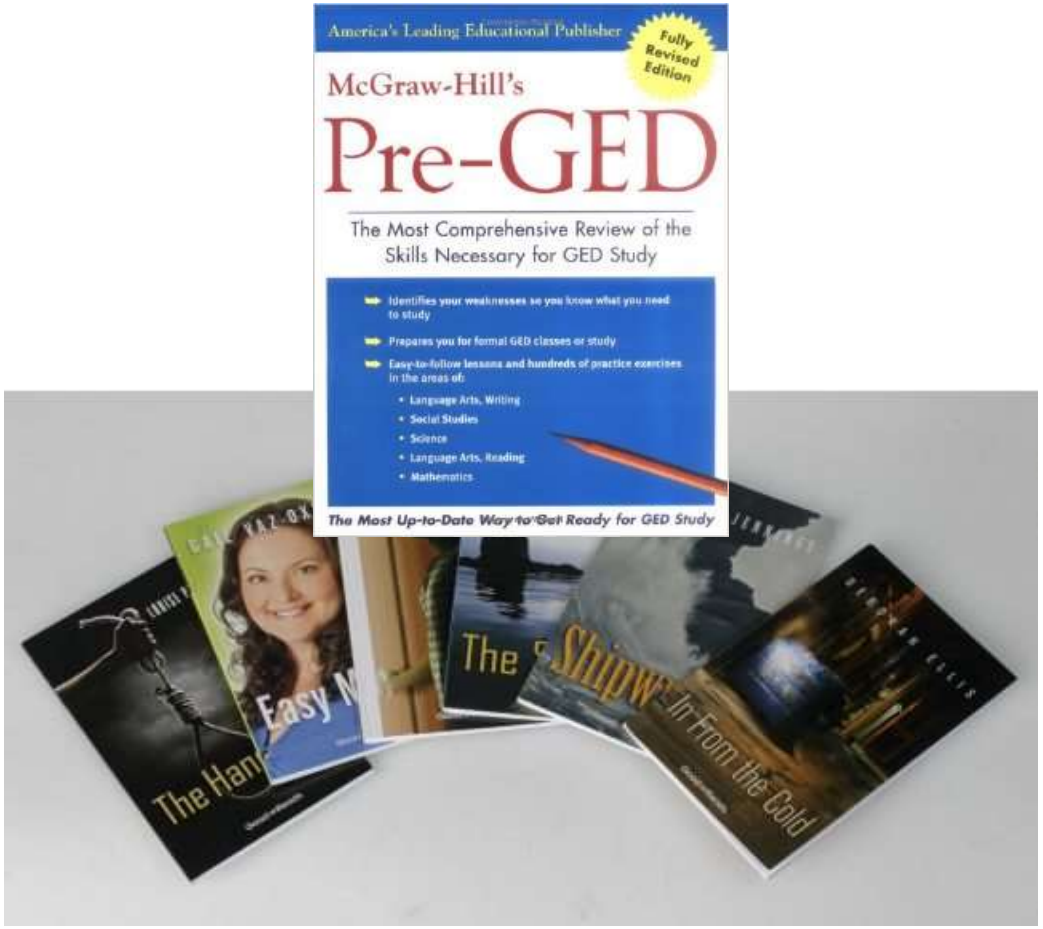

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What you are not!

OFFICAL GED QUALIFICATION PRE-TEST CENTER

OFFICIAL GED TESTING CENTER

OFFICAL GED DIPLOMA ISSUING INSTITUTION

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OFFICIAL GED TESTING CENTER

OFFICAL GED DIPLOMA ISSUING INSTITUTION

Level of Service?

- **Basic Adult Literacy** (0–4th grade)
- **Basic Adult Education** (4th–6th grade)
- **Pre-GED** (6th–9th grade, though sometimes designated 4th–8th)
- **GED PREP** (9th–12th grade)
- **FAST TRACK GED PREP** (11th–12th grade review and Test Taking)

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PROLITERACY
America

Level of Service

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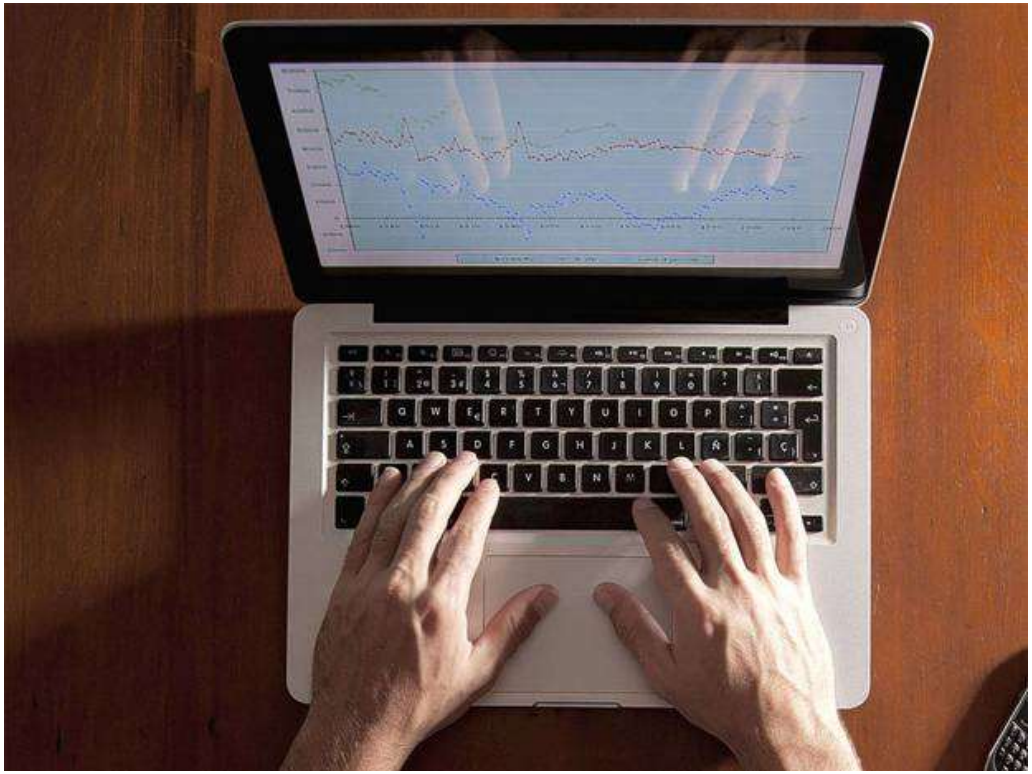

Level of Service

- **FAST TRACK GED PREP** (11th–12th grade review and Test Taking)

ADULTS ONLY (18 and older with some exceptions!)

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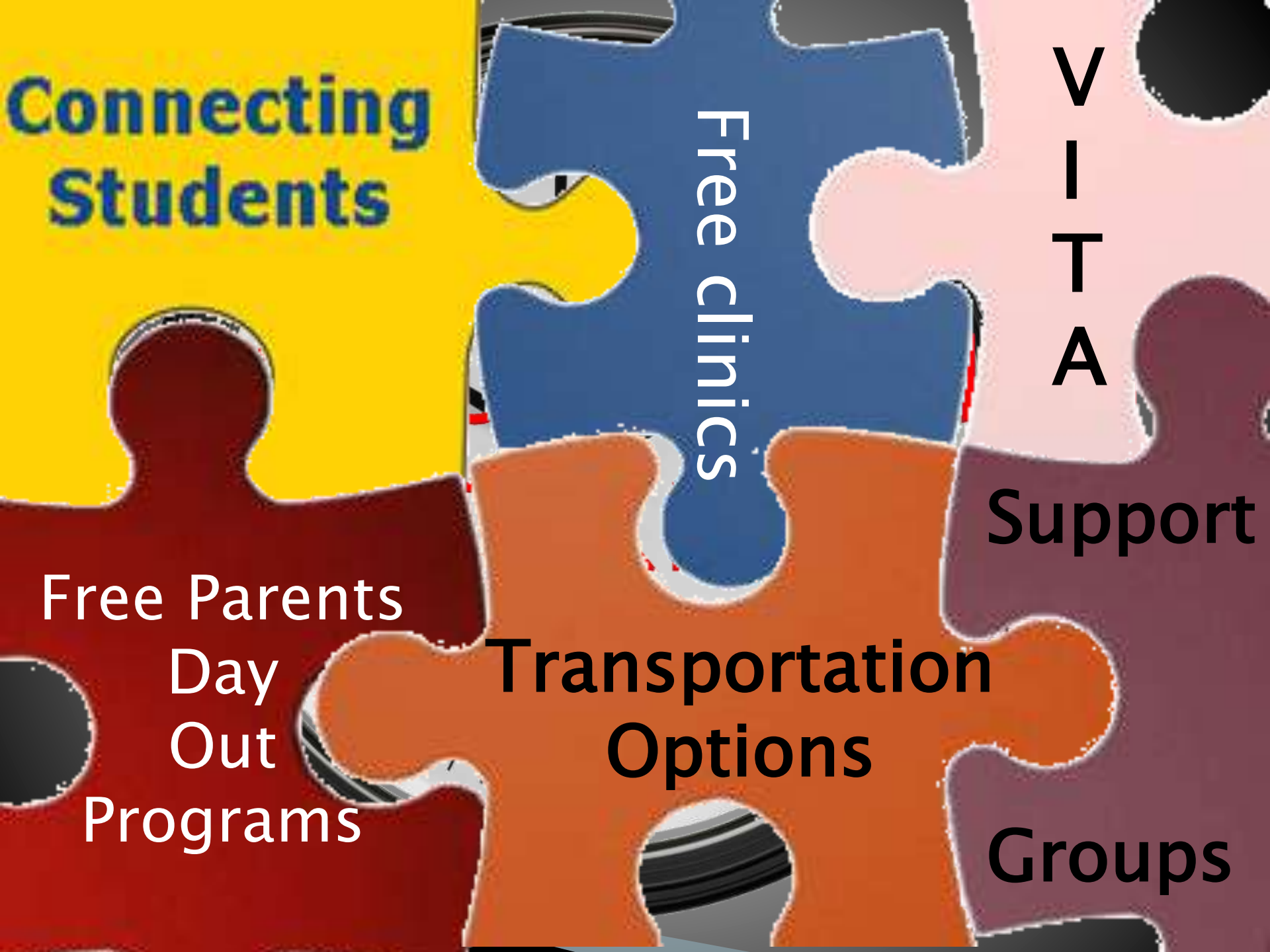
HOW LONG WILL IT TAKE?


Connecting Students
Free clinics
VITA
Support Groups
Free Parents Day Out Programs
Transportation Options

Learners view libraries as:

- Support
- Care
- Respect
- Personalization

RETENTION STRATEGIES

Curriculum Options

Digital/Online

- ✓ Independent study
- ✓ Minimum level of guided supervision
- ✓ Standardized

- ○ Lack of flexibility
- ○ Pre-requisite computer skills
- ○ Requires a computer/ internet connection
- ○ Cost prohibitive

Packaged Set

- ✓ It's all there! Integrated units/cross curriculum instruction!
- ✓ Doesn't require pre-requisite computer skills or internet connection
- ✓ Standardized

- ○ Lack of flexibility
- ○ Limited support
- ○ Lack of sufficient practice materials
- ○ Cost prohibitive

Selected/Created

- ✓ Select materials suitable to environment or student
- ✓ Easy to "upgrade" resources
- ✓ Less expensive

- ○ Dependent upon instructor knowledge and skill
- ○ Time consuming
- ○ Not standardized
- ○ Cost varies

Sources for Curriculum Guidelines

- English Language Arts Standards (Common Core)
  http://www.corestandards.org/ELA-Literacy/
- Mathematics Standards (Common Core)
  http://www.corestandards.org/Math/
- 2014 GED Test Curriculum Blueprint
  http://www.passged.com/media/pdf/educators/curriculum-blueprint.pdf
- Summary of the Skills and Content Needed to Prepare for the 2014 GED Test
  http://abe.mpls.k12.mn.us/uploads/summary_of_2014_ged_3.pdf

Sample Online Resources

- **Khan Academy**
  https://www.khanacademy.org/
- **Grammar Monster**
  http://www.grammar-monster.com/
- **Grammar**
  http://www.learnenglish.de/grammarpage.html
- **English Page**
  http://www.englishpage.com/
- **Learning Express**
  www.learningexpresslibrary.com/

Challenge Busters

- Host literacy classes **BEFORE or AFTER regular hours** to ease competition for computers. This may work especially well for part-time branches.
- **Share the expenses** with several part-time branches by making the adult education facilitator an **itinerant position.**
- **Teach computer skills** as part of the instruction if you select to use an online program. This not only good for your program success, it is essential to the student's future skill set.
- Local businesses, non-profit organizations or friends of the library group can help you **offset the cost** of expensive start-up materials.

GRANT POSSIBILITIES

- U.S. Department of Education
  http://www2.ed.gov/programs/adultedbasic/index.html
- Community Foundation Locator
  http://www.cof.org/community-foundation-locator
- ProLiteracy Member Central
  http://www.proliteracy.org/members/grants-and-funding
- Dollar General Literacy Foundation
  http://www2.dollargeneral.com/dgliteracy/Pages/index.aspx
- Wallace Foundation
  http://www.wallacefoundation.org/knowledge-center/adult-literacy/Pages/default.aspx
- GrantsWatch
  http://www.grantwatch.com/cat/22/literacy+grants.html

NON-GRANT POSSIBILITIES

- Friends of the Library Groups
- Rotary Clubs (Literacy and Community Goals)
- Junior League
- Lions Club
- Kiwanis Club
- Neighborhood Associations
- Local businesses

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What's Next?

- √ Determined a community need
- √ Selected your specific level of service
- √ Taken a realistic look at your facilities & resources
- √ Surveyed possibilities in your community
- √ Navigated the obstacles
- √ Identified revenue sources
- √ Taken steps to insure student and program success

GETTING YOUR PROGRAM FACILITATOR OR INSTRUCTOR

Adult Educator Training Options

ProLiteracy Education Network

NCSALL
CONNECTING RESEARCH AND PRACTICE

LINCS
Literacy Information and Communication System

Office of Vocational and Adult Education

THE UNIVERSITY of TENNESSEE KNOXVILLE

TMP-SAMS
www.transitionmathproject.org
Student Attributes for Math Success