



ARKANSAS ADULT LEARNING
ResourceCenter

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aalrc.org



TO: Adult Education and Literacy Council Directors
FROM: Dr. Shelia Wilkerson, Professional Development Coordinator
DATE: March 7, 2024
SUBJECT: Professional Development/Training Opportunity

The Arkansas Adult Learning Resource Center (AALRC) is pleased to announce the following workshop(s):

**Building your WAGE™ Toolkit with Burlington English (AALRC)
April 16, 2024 ■ Session ID: 523292**

This regional training is scheduled for April 16, 2024. It will be held from 10:45 a.m. – 3:00 p.m., at the AALRC. Attendees may valet park in the building parking deck and the AALRC will validate your parking slip. For directions to the AALRC, click here: <https://aalrc.org/contact-us/>. Tad Meyer and Rebekah Van Lare, with Burlington English, will present this workshop.

The workshop will provide attendees with skills to increase their understanding of Burlington English (BE) and ways to enhance career and workforce studies for adult students. In this workshop, career coaches and instructors will learn how Burlington English can help students gain skills in subjects including employability, digital literacy, financial literacy, and customer service. Participants will explore the WAGE™ Level I Certificate course outline and understand the alignment of the Burlington curriculum. Interactive activities will provide attendees the opportunity to apply the Burlington courses, modules, teacher lessons, materials and resources to each weekly objective. Participants will experience the “student-side” of Burlington as they explore student independent practice.

Adult education funded participants will be reimbursed according to state travel guidelines (refer to Program Memo ADED 23-06 for full Travel Policy Guidelines). Only one car per 4 participants can receive mileage reimbursement unless prior written authorization from Dr. Trenia Miles, Director, Division of Workforce Services, Adult Education Section, has been obtained. For 1-day trainings, participants must live or work (whichever is closer) 150 miles or more from Little Rock in order to receive lodging reimbursement for the night before. Total maximum lodging reimbursement per night is \$107 plus tax. Participants must submit an original signed hotel receipt for reimbursement. **Registration is open! Click here to register: http://www.escweb.net/ar_esc.**

The Arkansas Adult Learning Resource Center ensures equitable access and participation in federally funded Title II programs and meets the requirements of Section 427 of the General Education Provisions Act (GEPA). Participants should contact the AALRC at 1-800-832-6242 or info@aalrc.org regarding any special needs required during training, such as accessibility needs, special equipment needs, learning needs and dietary restrictions. In addition, The AALRC will ensure equitable access and participation in Adult Education activities conducted with federal adult education funds.