PROFESSIONAL DEVELOPMENT
JULY 1, 2025 -JUNE 30, 2026

Professional development hours listed are **required or options** to meet annual required training hours for content and state recertification standards for full-time AND part-time staff.

ALL PROGRAM STAFF	EVENT NAME & DATE
	Providing Customer Service in Adult Education Information coming soon!

PROGRAM ADMINISTRATORS	EVENT NAME & DATE
	Adult Education Administrators Meeting – Required • September 11-12, 2025, (Session ID, location and time TBD) • April 22-24, 2026, Session ID: Contained in emailed letter – Coming Soon
	WIOA Partners Meeting – Required • November 12-14, 2025, Session ID: Contained in emailed letter – Coming Soon

CAREER DEVELOPMENT	EVENT NAME & DATE
	Facilitating Career Development/Career Service Provider Training (120 hours) • September 10, October 14-15, & November 18, 2025 • February 10, March 17-18, & April 21, 2026 • **Session ID available once accepted into training**
	Career Coach Connections • September 17, 2025 Session ID: 563376 • September 24, 2025 Session ID: 563379 • November 19, 2025 Session ID: 563384 • January 21, 2026 Session ID: 563385 • March 11, 2026 Session ID: 563387 • May 20, 2026 Session ID: 563389

ELL/ESL	EVENT NAME & DATE
	TPM Series: Language to Livelihood – Teaching WAGE Level 1 for English Language Learners • August 26, 2025, Session ID: 563526
	ELL/ESL • Available via the LINCS Learning Portal - https://courses.lincs.ed.gov/
	• Burlington English Teacher Training *Ready to Work! Getting Started with ELL WAGE using Burlington English* September 19th, Session ID: 567480

DATA MANAGEMENT	**EVENT NAME & DATE**
	LACES for Teachers: How NRS Reports Can Inform Instruction • August 7, 2025, Session ID: 563354 (Central Region - AALRC) • August 13, 2025, Session ID: 563349 (Northwest Region - NWACC) • September 17, 2025, Session ID: 563351 (Northeast Region - ASU Newport) • January 21, 2026, Session ID: 563354 (AALRC)
	New Initial Budget Training 2025-2026 • Registration information: TBD

TECHNOLOGY	**EVENT NAME & DATE**
	Effectively Navigating Your escWeb Shoebox (virtual) • September 9th; Session ID: **567819** • October 16th ; Session ID: **567824**
	Basic Fundamentals in Excel (Computer Lab, 9–4) • November 5th: Session ID: **568227** • December 10th : Session ID: **568229**
	Integrating Technology in the Classroom • Available vía AR PBS Portal: https://learn.myarkansaspbs.org **Distance Learning and Technology** • LINCS Tutorial: https://lincs.ed.gov/keywords/distance-learning **Canvas Basics** • July 1, 2025, Session ID: **525897** (online/self-paced via Canvas) **Canvas Webinars and Tutorials** • https://aalrc.instructure.com/enroll/NWAK36 • https://aalrc.instructure.com/courses (self-paced) **Growing with Canvas** • July 1, 2025, Session ID**: 524097** (online/self-paced via Canvas) **Distance Learning and Technology Certification** Session ID**: 568120** • (online/self-paced via Canvas) **Mastering Your PD Path: Reviewing the Canvas Course Registration Process** • February 28, 2025, Session ID: 548008 & 548009 (Virtual via Zoom)

WAGE	**EVENT NAME & DATE**
	• **Connecting Instruction to Career Pathways: Building Workforce Partnerships:** September 23, 2025 **Session ID: 563268**
	• **Using Job Profiles to Guide Curriculum and Instruction (Part 1):** October 21, 2025 **Session ID: 563285**
	• **Aligning Instruction with In-Demand Industry Skills**: November 20, 2025 **Session ID: 563293**
	• **Task & Skill Analysis for Real-World Learning (Part 2) (Virtual):** December 9, 2025 **Session ID: 563300**
	• **Task & Skill Analysis in Practice (Part 2) cont'd:** January 22, 2026 Session ID: 563300

	- **Measuring Success: Coordinating Workforce Instruction and Outcomes:** February 19, 2026 **Session ID: 563339** - **Instructional Planning for Workforce Preparation: Using Data for Improvement:** March 12, 2026 **Session ID: 563341** - **Helping Learners Earn Credentials and Advance Careers**: April 9, 2026 **Session ID: 563346**
	Burlington English **Ready to Work! Getting Started with ELL WAGE using Burlington English** September 19th Session ID: *567480* November 7th Session ID: *567485*
	Aztec **Aztec Basic Teacher Training:** September 26th 2025 1:00 pm – 3:00 pm Session ID: 567745 **Aztec Advanced Teacher Training:** October 10th, 2025 1:00 pm – 3:00 pm Session ID: 567750

	EVENT NAME & DATE
INSTRUCTIONAL	**Distance Learning (*also listed under Technology tab)** • LINCS Tutorial – https://lincs.ed.gov/keywords/distance-learning
	Human Trafficking • Available through Arkansas Ideas (AETN): https://ideaslms.aetn.org
	The Science of Reading (for new teachers who have not completed this series - See ACT 1063) • Available through Arkansas Ideas (AETN): https://ideaslms.aetn.org
	New Teacher Orientation (for teachers new to Adult Education) • Available for self-enrollment in Canvas: **https://aalrc.instructure.com/enroll/PBB9W8**
	Teacher Summit • July 16-18, 2026, Session ID: TBD
	Test Administrators Conference • September 25, 2025, Session ID: Letter containing information will be sent via email
CONTENT	**Integrated Education and Technology (IET) Trainings (Online/Self-paced)** • Available through LINCS: https://courses.lincs.ed.gov/
	English Language Acquisition – ESL/ELL (Online/Self-paced) • Available through LINCS: https://courses.lincs.ed.gov/course/index.php?categoryid=6
	Burlington English – ESL/ELL English Language Proficiency Standards (ELPS) Teaching Strategies • **Burlington English Online Trainings available at:** https://vimeo.com/708745030/2f979c7e0b
	Aztec

LEARNING DISABILITIES	
	LD: Foundations • September 17, 2025, Session ID: 563115 (online/self-paced via LINCS & Canvas) • October 15, 2025, Session ID: 567396(online/self-paced via LINCS & Canvas) • November 19, 2025, Session ID: 567398 (online/self-paced via LINCS & Canvas) • December 10, 2025, Session ID: 567399 (online/self-paced via LINCS & Canvas) • January 14, 2026, Session ID: 567454 (online/self-paced via LINCS & Canvas) • February 18, 2026, Session ID: 567562 (online/self-paced via LINCS & Canvas) • March 18, 2026, Session ID: 567456 (online/self-paced via LINCS & Canvas) • April 22, 2026, Session ID: 567457 (online/self-paced via LINCS & Canvas) • May 20, 2026, Session ID: 567458 (online/self-paced via LINCS & Canvas)
	Confidentiality Compliance – Required for ALL Staff Once for Duration of Employment • September 18, 2025, Session ID: 563107 (online/self-paced via Canvas) • October 16, 2025, Session ID: 567486 (online/self-paced via Canvas) • November 20, 2025, Session ID: 567403 (online/self-paced via Canvas) • December 18, 2025, Session ID: 567402 (online/self-paced via Canvas) • January 15, 2026, Session ID: 567451 (online/self-paced via Canvas) • February 19, 2026, Session ID: 567404 (online/self-paced via Canvas) • March 19, 2026, Session ID: 567405 (online/self-paced via Canvas) • April 23, 2026, Session ID: 567449 (online/self-paced via Canvas)
	LD: Comprehensive • October 3, 2025, Session ID: 563109 • December 17, 2025, Session ID: 567453 • February 25, 2026, Session ID: 563111 • April 29, 2026, Session ID: 567564
	ADA Coordinator • September 25th, 2025, Session ID: 567513 • September 25th, 2025, Session ID: 567561**(VIRTUAL)** • • November 21st, 2025, Session ID: 567517 • November 21st, 2025, Session ID: 567566**(VIRTUAL)** • • February 6th, 2025, Session ID: 567519 • February 6th, 2025, Session ID: *567567***(VIRTUAL)**
SNAP E&T	**EVENT NAME & DATE**
	SNAP E & T Program Coordinator's Meeting • October 8, 2025, Session ID: 564878 • April 1, 2026, Session ID: 564882
	SNAP E & T New Coordinator Training • September 24, 2025, Session ID: • April 18, 2026, Session ID: 564879

INSTRUCTIONAL SOFTWARE	EVENT NAME & DATE
	Rosetta Stone – Engage I: Effective Language Instruction Recording available at: • https://youtu.be/QieUqG2DvR4 **Rosetta Stone Online Tutorials, Resources, and Best Practices available at:** • https://support.rosettastone.com/s/article/resources-for-teachers?language=en_US
	Burlington English Online Trainings available at: • https://vimeo.com/708745030/2f979c7e0b
	Aztec Online Trainings and Webinars available at: • https://www.aztecsoftware.com/training-and-webinars/ _Essential Education_ • Live training sessions offered throughout the year. Click here to **save your seat**.

ADED AMERI-CORPS	EVENT NAME & DATE
	Site Supervisor Training • August 21, 2025

ASSESSMENT	EVENT NAME & DATE
	TABE 13/14 and CLAS-E, C/D – Required for assessment purposes • _A Comprehensive Review of TABE 13/14 & CLAS-E C/D (for new DRC INSIGHT users)_ Session ID: 567487 • _An Overview of TABE 13/14 & CLAS-E C/D for Advanced DRC INSIGHT Users_ Session ID: 567488
	Aztec aTutor for TABE • Visit the AALRC YouTube Channel for recordings: https://www.youtube.com/channel/UCpWTWwIQRURFnswK5WmDnOQ

	Test Administrators Conference • September 25th, 2025 Session ID:
OTHER	**EVENT NAME & DATE**
	AALRC YouTube Channel • https://www.youtube.com/channel/UCpWTWwIQRURFnswK5WmDnOQ Access various recorded trainings posted on the YouTube Channel. **PBS Learns Login for new accounts ONLY**** • https://learn.myarkansaspbs.org/login/signup.php?registration=aalrc

Professional development hours listed are required annually for full-time AND part-time staff, except where otherwise noted.

Program faculty and staff are to communicate with their program director to verify attendance requirements and event registration procedures. If accommodations are needed, or if a registrant has dietary restrictions and food/beverages are provided at an event, please contact AALRC as soon as you register.

REGIONAL AND NATIONAL CONFERENCES

Events listed below are professional development opportunities related to adult education, but are not organized through Arkansas Adult Education. Contact the event provider for registrationdetails and to inquire about event specifics.

Date	Event	Location
October 23 - 25, 2025	Fall ARKTESOL – Arkansas Teachers of English to Speakers of Other Languages Conference	Little Rock, AR
October 29 - 31, 2025	AACAE – Arkansas Association for Continuing & Adult Education	Hot Springs, AR
April 12 - 15, 2026	COABE – Coalition on Adult BasicEducation	Indianapolis, IN

ADDITIONAL INFORMATION
Contact AALRC Staff for Additional Event Information

Contact Information	Arkansas Adult Learning Resource Center
501-907-2490 1-800-832-6242 marsha@aalrc.org	**Marsha Taylor, Director**
wendy@aalrc.org	**Wendy Bryant, Learning and Development Administrator**
toccara@aalrc.org	**Toccara Pearson, Event and Office Manager**
ashley@aalrc.org	**Ashley Davis, Administrative Assistant**

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, special equipment, learning needs or dietary restrictions.

Arkansas Adult Education
Professional Development/Training Requirements
2025-2026

Staff	Hours Required	Professional Development Training
All Administrators	2	Confidentiality (once over span of employment)
		Fall and Spring Administrator's Meetings
		WIOA Partner's Meetings
		Budget Training
		LACES for Director's
		New Director's Orientation (if applicable)
Instructors	12	Content Area Taught
	Once at hire	New Teacher Orientation (all teachers new to Adult Education)
	Once at hire	Workforce Preparation & Training (exempt if credit earned in CSP course)
	Once at hire *(optional for employees working 15 hours or less weekly)*	Canvas Basics
	Once at hire *(optional for employees working 15 hours or less weekly)*	Growing with Canvas (Canvas Basics must be completed prior to taking this course)
	Once at hire	Distance Learning and Technology Certification (*required ONLY for teachers who teach or will teach distance learning)
	Once at hire	LD: Foundations
	Once at hire-All instructors, *then every 3 years thereafter for F/T instructors only*	LD: Comprehensive

Arkansas Adult Education

Professional Development/Training Requirements
2025-2026

		LACES for Teachers
	1	Human Trafficking (AR Dept. of Ed requirement)
	2 beginning in 2018-2019, then every 4th year	Parental Involvement (AR Dept. of Ed requirement)
	2 beginning in 2019-2020, then every 4th year	Teen Suicide Awareness and Prevention (AR Dept. of Ed requirement)
ELL/ESL Instructors	6	ELL/ESL Content
SNAP E & T Coordinators		Civil Rights History (Provided through DHS)
	120	Career Development Facilitator (CDF)/Career Service Provider (CSP)
Career Coaches	120	Career Development Facilitator (CDF)/Career Service Provider (CSP)
ADA Coordinators		ADA Coordinator's Training
	Once at hire	LD: Foundations
	Once at hire, then every 3 years (F/Ttime staff only)	LD: Comprehensive
Data Personnel		LACES for Data Entry
		LACES 101
For Assessment Purposes	These trainings will be made available:	TABE 13 and 14 TABE CLAS-E

Professional development hours listed are required for full-time AND part-time staff, except where otherwise noted. All trainings are required annually, unless otherwise stated.

- **Required training documentation must be entered into LACES**