

August 25, 1999

MEMORANDUM

TO: Basic Skills Directors

FROM: Randy Whitfield, Ed.D.
Director of Basic Skills

SUBJECT: Workplace Peer Conference

North Carolina is proud to be the host state for the fourth annual Southern Regional Workplace Peer Conference. This **invitation only** conference is for representatives from southern states who are responsible for teaching in or coordinating a worksite basic skills program. It is not a conference for administrators unless they actually coordinate worksite programs. Each college is invited to send one representative to this conference. It is important to note that each college will be responsible for the registration and travel expenses of its participant.

The conference will be held at the Blockade Runner in Wrightsville Beach, North Carolina, October 10-12, 1999. Our theme this year is accountability, a most fitting theme with our new Workforce Investment Act! Our keynote speaker, Dr. Michael Bloom from the Conference Board of Canada, will discuss his report, "Turning Skills into Profit: Economic Benefits of Workplace Education Programs."

Please fill out the attached registration form and mail or fax it to me at 919/715-5796 by September 10, 1999. Also enclosed is hotel information. Note that room reservations must be made no later than **September 10, 1999**, to get the group rate. State that you are with the community colleges system.

If you have any questions, please call me at 919/733-7051, ext 721.

RW
Enclosures
c: Presidents

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