



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

MEMORANDUM:

TO: Compensatory Education Program Coordinators
Basic Skills Directors

FROM: Sillar G. Smith, NCCCS Compensatory Education Coordinator

SUBJECT: *Compensatory Education Program Regional Instructors' Training*

DATE: March 1, 2001

The Compensatory Education Program Regional Instructors' Training dates are: April 5-6, 2001, Guilford Technical Community College; April 26-27 2001, Lenoir Community College; and May 3-4, 2001, McDowell Technical Community College. The training will be provided at no cost. However, you must complete the enclosed registration form to let me know how many from your program will be attending and at which training site. The same sessions will be repeated at each training site. *Space for the training is limited to 70 participants per training site.* Space will be assigned on a "first come" basis. Registration forms must be returned by the following dates:

Please note that there are two deadline dates for returning registration forms.

- Registration forms for regional training on April 5-6 must be returned by *March 26, 2001*
- Registration forms for regional training on April 26-27 and May 3-4 must be returned by *April 9, 2001*

Due to limited seating space there will be no on site registration at any of the regional training sites; therefore, you must register prior to the training. I hope you and your instructors will be attending one of the training sites.

Enclosed you will find an agenda, information regarding lodging and directions to the training sites (directions and a map can be found on the college's web page). If you have any questions about registration for the training sites, contact Karen O'Neal at (919) 733-7051 ext. 739 or me at ext. 626.

Enclosure: 3

pc: Presidents
Senior Continuing Education Administrators
Dr. Delores Parker
Dr. Randy Whitfield

CC01-055

Compensatory Education Program Regional Instructors' Training

Training Sessions: April 5-6, 26-27 and May 3-4, 2001

Thursday, April 5, 26, & May 3

8:30 – 9:00 AM	Registration
9:00 – 9:15 AM	Opening Remarks
9:15 – 10:30 AM	Concurrent Sessions: 1. Self-Advocacy/Problem Solving 2. Stress Management
10:30 – 10:45 AM	<i>Break</i>
10:45 – 12:15 PM	Compensatory Education 101: Overview of Compensatory Education Course of Study and Developing Portfolios
12:15 – 1:30 PM	<i>Lunch</i>
1:30 – 4:30 PM	Concurrent Sessions: Life Skills/Telling Our Stories <i>(This session is limited to 40 participants. Assignment to this session will be made on site)</i>
1:30 – 2:45 PM	Concurrent Sessions: 1. Self-Advocacy/Problem Solving 2. Stress Management
2:45 – 3:00 PM	<i>Break</i>
3:00 – 4:30 PM	Round Table Discussions
4:30 – 4:45 PM	Closing Remarks

Friday, April 6, 27 and May 4, 2001

9:00 – 10:45 AM	CASAS Assessment Training
10:45 – 11:00 AM	<i>Break</i>
11:00 – 12:00 Noon	CASAS Assessment Training Continues
12:00 – 12:15 PM	Closing

REGISTRATION FORM

Compensatory Education Program Regional Instructors' Training

Please indicate with check mark which training site you will be attending

Return Registration Form by March 26: (No Registration Fee)

_____ Guilford Technical Community College /Jamestown Campus,
Jamestown, NC

Return Registration Form by April 9:

_____ Lenoir Community College, Kinston, NC

_____ McDowell Technical Community College, Marion, NC

Names of Participants (please print as you wish it to appear on nametag):

_____ Coordinator _____

_____ Instructor (s): _____

Return registration form to: Karen O'Neal
North Carolina Community College System
Caswell Building
5024 Mail Service Center
Raleigh, NC 27699-5024
Telephone: (919) 733-7051 Ext. 739



Hotel Accommodations for Guilford Technical Community College/Jamestown Campus

Shoney's Inn & Suites (336) 297-1055
1103 Lanada Road
Greensboro, NC

\$53.00 (state rate) single or double, Continental Breakfast included

**COMPENSATORY EDUCATION PROGRAM
REGIONAL TRAINING LOCATIONS**

April 5-6, 2001

Guilford Technical Community College/Jamestown Campus
Sears Applied Technologies Center Room 123
Jamestown, NC
Telephone: (336) 334-4822

April 26-27, 2001

Lenoir Community College
Bullock Building Room 150
Kinston, NC
Telephone: (252) 527-6223

May 3-4, 2001

McDowell Technical Community College
Building 17 Room 217
Marion, NC
Telephone: (828) 652-6021

CASAS TRAINING QUESTIONNAIRE
(PLEASE RETURN WITH REGISTRATION FORM)

Please answer the following questions to help me address your CASAS Training needs.

1. Are you currently using CASAS? _____Yes _____No

2. Do you need additional training during the upcoming Compensatory Education Program Regional Instructors' Training? _____Yes _____No

3. Please list below the CASAS questions you need answered during training.
