



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

April 11, 2001

MEMORANDUM

TO: Basic Skills Directors

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

SUBJECT: Basic Skills/HRD Update Session at Spring NCCCAEA Conference

Attached is information discussed at the Basic Skills Update session at the NCCCAEA Spring Conference in Asheville on March 7, 2001. Also attached are the following:

- 1) an introduction to Katie Waters and the North Carolina Family Literacy Consortium,
- 2) a handout on Basic Skills and Continuing Education FTE and funds allocated,
- 3) questions and answers from Clay Hines, the attorney for the System Office, regarding Basic Skills programs, and
- 4) questions and answers regarding funding from the NCCCAEA session, "Do's and Don'ts of Spending Basic Skills Funds."

Please contact Basic Skills staff members at 919/733-7051 if you have any questions. Names, titles, and extension numbers of the staff are listed below.

Randy Whitfield, Director of Basic Skills, ext. 721
Delane Boyer, Coordinator of Adult High School/GED, ext. 722
Patrick Pittman, Coordinator of Adult Basic Education and English as a Second Language, ext. 720
Linda Ray, Basic Skills Training Specialist, ext. 723
Sillar Smith, Coordinator of Compensatory Education and Special Populations, ext. 626
Mary Siedow, Director of the North Carolina Literacy Resource Center, ext. 502
Katie Waters, Coordinator of the North Carolina Family Literacy Consortium, ext. 465

C: Presidents
Senior Continuing Education Administrators

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