

**STATE BOARD OF COMMUNITY COLLEGES**  
**Title II Funding for Professional Development and Technical Assistance**  
**FY 2019-20**

**Request:** The State Board of Community Colleges is asked to approve an allocation of \$130,000 for Reading Connections, Inc. under Section 243 of the Workforce Innovation and Opportunity Act (WIOA). The purpose of the funding is to create the Center of Excellence for English Language Learners Workforce Development which will provide Professional Development and Technical Assistance to Title II providers to increase English Language Learners' transition to the workplace. The professional development and technical assistance to Title II programs will occur between October 1, 2019 and June 30, 2020.

**Strategic Plan Reference (s):**

**Theme: Student Interest and Access**

GOAL: Increase the percentage of North Carolinians, particularly within underserved populations, pursuing and easily accessing education or training through North Carolina community college.

- Objective 1.3: Identify and reduce access barriers for all prospective students, particularly among underserved populations

**Theme: Clear and Supported Pathways for Student Progress and Success**

GOAL: Provide a continuum of education, training, advising, and support to help learners make informed decisions that lead to credentials and careers.

- Objective 2.3: Increase completion of credentials for success transition to careers and/or further education.
  - Strategy 2.3.4: Support effective advising and coaching to help students determine, pursue, and achieve their educational and career goals.
  - Strategy 2.3.5: Promote guided educational pathways within broader career pathways

**Background:**

In 2018, Reading Connections, Inc. served as the lead provider on the Integrated English Literacy and Civics Education (IELCE ) Occupation READY Curriculum Improvement Project. The Occupation READY project provided support for English Language Learners (ELLs) enrolled in ten (10) North Carolina IELCE programs. The Center of Excellence for ELL Workforce Transition will expand professional development and technical assistance to all Title II funded providers.

The purpose of the request for funding is to support all Title II funded programs with the development of instructional and occupational related materials to prepare ELLs for in-demand industry recognized certificates that align to local workforce demands. Also, the funds will help support the full implementation of the Integrated Education and Training (IET) component required for the Section 243 funding source.

Per WIOA guidelines, Title II funded programs must: (1) integrate literacy and English language instruction with occupational skill training, including promoting linkages with employers; and (2) provide activities that promote workplace education and literacy activities.

### **Rationale**

The Center of Excellence for ELL Workforce Development is designed to prepare students with the occupational skills and knowledge, and English language proficiency needed to earn industry recognized certificates. The Center of Excellence for ELL Workforce Development will focus on the implementation of successful Integrated Education and Training (IET) models. The Center will provide guidance and technical assistance regarding concurrent enrollment in occupational training, workforce preparation activities, civics education, and ELL activities. The lead provider will assist programs will developing instructional materials that define scope, sequence and single learning objectives for in-demand careers and pathways. The Center of Excellence will assist providers with developing customized curriculum for each occupation identified as being in a high demand industry. Customizing curriculum requires a team that includes an occupation training expert, trained ELL instructor, and administrators. The Center of Excellence will provide support and guidance for programs regarding how to create a comprehensive curriculum development team. Creating customized occupational curriculum is a challenge, as it requires a team and partnership with training providers such as Curriculum and Continuing Education. The goal of the Center of Excellence is to help Title II providers develop seamless partnerships with their Curriculum and Continuing Education counterparts.

Funding for this project will produce high quality instructional strategies and curriculum that aligns with the North Carolina Adult Education Content Standards. Additionally, with this funding, the Center of Excellence will help Title II providers identify and expand basic need services that support students such as, childcare, transportation, and creation of community partnerships. The Center of Excellence for ELL Workforce Development will provide career focused recruitment strategies, comprehensive intake processes, and development of inclusive student data tracking systems. Funds will be used to implement a research-based professional development model that uses a mentoring approach. The Center of Excellence will be a vehicle to provide training and mentoring on best practices for ELL instructional methods and workforce development.

The overall management of the project is contracted to a Lead Provider, Reading Connections, Inc. Reading Connections, Inc. is located in the heart of Greensboro, North Carolina. Reading Connections, Inc. has the programmatic ability unique among IELCE providers to fulfill the objectives for which the funds are allocated. Reading Connections, Inc. serves approximately 800 adult learners yearly. Of the 800 adult learners served by Reading Connections, Inc., approximately 230 are ELLs. Additionally, this provider demonstrated excellent outcomes and has a documented track record of providing innovative workforce development training for underserved populations. They also delivered work-based learning opportunities to employers in their region and displayed strong collaboration with community agencies serving the ELL population. Currently, Reading Connections, Inc. partners with seven corporate organizations, seven outreach organizations, and 17 community organizations. To provide wrap-around

services for adult learners, Reading Connections, Inc. partners with many local agencies in the Piedmont area to include the Guilford Workforce Development Board, Chamber of Commerce, Guilford County Schools, and Guilford Technical Community College. Additionally, Reading Connections, Inc. partners with many faith-based agencies and other non-profits to plan and provide IELCE instruction. Reading Connections, Inc. works closely with the Guilford County Public Transit System to ensure that all adult education classes are easily accessible. Over the years, the program has demonstrated the commitment to meeting the Federal outcome performance measures. During the 2017-2018 program year, Reading Connections, Inc. exceeded the Federal performance target of 38% by earning an overall Measurable Skill Gains (MSG) percentage of 44.1%. Using a local provider such as Reading Connections, Inc., offers more field-based assistance to other providers and, therefore, provides an authentic implementation of the project.

Professional Development and Technical Assistance Project:  
Establish the Center of Excellence for English Language Learners Workforce Development  
October 2019-June 2020

For program year 2019-2020, Reading Connections, Inc., a Title II funded Community-Based Organization has been selected to provide technical assistance on ELL Workforce Development from October 2019-June 2020. The following services will be delivered by the provider:

**Deliverables:**

Lead Provider agrees to the following deliverables:

1. Manage and provide oversight of the Center of Excellence for ELLs.
2. Manage and provide oversight of phase II of the Occupation READY project.
3. Develop one online training regarding the implementation of the IELCE program.
  - a. On-going best practices information will be uploaded and disseminated via the Virtual Learning Community (VLC).
4. Provide technical assistance to programs identified by NCCCS College and Career Readiness (CCR) team to provide training on IET implementation and instructional models to support ELLs.
  - a. Establish and develop Workforce Development program self-evaluation tools for Title II programs in conjunction with the Coordinator of IELCE.
  - b. Provide training regarding how to use the program self-evaluation tools on ELL workforce development in conjunction with the Coordinator of IELCE.
5. Reading Connections, Inc. will provide on-site technical assistance to no more than four providers.
6. Analyze program performance data using various metrics to include retention, completion, and MSGs. The NCCCS CCR team will provide data as requested, so that the Center of Excellence for ELL Workforce Development can perform the analysis.
7. Provide a fall regional face-to-face training (Eastern, Central, Western) for providers regarding the implementation of IELCE program requirements.
8. Provide mid-year and end-of-year written reports via email.
9. Report monthly project progression to the Coordinator of Compliance and IELCE.

**Funding Amount and Time Period:** The \$130,000 request is for the period of October 1, 2019 through June 30, 2020.

**Fund Source and Availability:** Funding is available from the Title II Adult Education and Family Literacy Act, Integrated English Literacy and Civics Education (IELCE).

**Contact:**

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