

# Institute to Credential Resource Specialists

for

## Special Learning Needs

### Central/Southern Training 2017-18

Conducted by Sarah Goldammer, Certified Illinois Trainer

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This Institute will train selected adult education staff in regional locations to screen adult education students for the presence of learning difficulties and to provide effective instruction of adults with special learning needs. Successful completion of the Institute will result in a credential of Special Learning Needs Resource Specialist. **Participants must attend all 3 in-person days, 2 online group sessions, and complete 6 individual online modules of the series to receive a credential.**

This hybrid of online and in-person sessions replaces the traditional 8-day training. Homework assignments will be made to practice all of the principles taught in this training. Two online sessions will be conducted as the entire group meeting at a specified time and the other six online offerings will be made available for individual completion at a time of each participants choosing. All online sessions will be one to two hours in length.

This training is part of the requirement for **Adult Education & Literacy Special Learning Needs Instructional Staff Professional Pathway.**

*Sponsored by the Southern Illinois Professional Development Center*

## OVERVIEW

The *Institute to Credential Resource Specialists for Special Learning Needs* (SLN) is an intensive training designed to enhance program capacity to meet the needs of adults with special learning needs through the development of local resource specialists. Participants will be trained to serve as resources for instructional staff in their programs and provide screening for SLN, observe the manifestations of special learning needs, and develop appropriate instructional strategies for use by instructors within their programs.

Participants must be recommended by program administrators. Administrators must commit to providing opportunity and time for participants to complete the requirements on this training. No individual applications will be considered. Note that because of legal limitations, no volunteer tutors can be admitted. Additionally, literacy/ABE/ASE will be the focus of this training

## INSTITUTE CONTENT

The Institute will consist of 3 in-person days, 2 online group sessions, and completion of 6 individual online modules approximately 1½-2 hours in duration. This training will be spread over a one-year period as follows:

### **Module 1 – (1 in-person & 2 online sessions)**

- Definition of LD characteristics of adults with special learning needs
- Screening practices vs. assessment and diagnosis
- Administration and interpretation of the Payne Learning Needs Inventory
- Introduction to instructional practices, methods, and approaches
  - use of informal and explicit instruction
  - use of advanced organizers
- Understanding basic accommodations
- Resources and referrals

### **Module 2 (1 in-person & 2 online sessions)**

- Diagnostic/prescriptive teaching
- Learning styles and teaching styles
- Task analysis
- Using strategy instruction
- Understanding and using brief interview techniques

### **Module 3 (3 online sessions)**

Flexible and creative instruction

- Evaluation
  - Student progress
  - Instructional effectiveness
- Cognition/metacognition
- Critical thinking skills
- Effective instruction issues
  - reading
  - writing
  - math

### **Module 4 (1 online & 1 in-person session)**

- Americans with Disabilities Act (ADA) accommodations/compensations
- Self-advocacy
- Community resources
- Technology
- Understanding self-esteem and social skills issues
- Transition issues
  - workplace
  - daily life/independence

## **CRITERIA FOR SELECTING INSTITUTE PARTICIPANTS**

Participants need to:

- Possess the ability to work collaboratively with colleagues within their programs
- Be able to attend all workshop sessions
- Be willing to administer screening/inventories and to serve as resources for administrators and instructors in their programs
- Have at least two years of experience teaching adults
- Be employed within their adult education programs at least 20 hours a week (*volunteer tutors are not eligible*)
- Anticipate continued employment within their programs

## **BENEFITS OF PARTICIPANTS IN THIS INSTITUTE**

Benefits to participating adult educators and their programs are:

- Improved capacity to meet the needs of adults with special learning needs
- Availability of an on-site Resource Specialist for special learning needs
- Access to the special learning needs screening instruments presented at the Institute and a trained screening specialist
- Availability of duplicable materials for program use

- Ongoing participation as a team member in this statewide initiative to meet the special learning needs of adult education students
- Participation in statewide and regional networking and communication systems with other Special Learning Needs Resource Specialists and with the Service Center System
- Ongoing technical assistance and support from the Service Center System

*Special note: This Institute represents basic specialist training and will not prepare participants to be trainers or diagnosticians.*

**SEE ATTACHED REGISTRATION FORM FOR INSTITUTE DATES AND TIMES.**

**INSTITUTE TO CREDENTIAL RESOURCE SPECIALISTS  
for SPECIAL LEARNING NEEDS – Central/Southern Group**

REGISTRATION/RECOMMENDATION FORM  
CENTRAL/SOUTHERN GROUP

(To be completed by the appropriate program administrator)

Program: \_\_\_\_\_

Recommended Participant's Name: \_\_\_\_\_

Current Position of Participant: \_\_\_\_\_

Program Address: \_\_\_\_\_

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Program Phone Number: \_\_\_\_\_

Participant's Home Address: \_\_\_\_\_

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Participant's Home Phone Number: \_\_\_\_\_

Participant's e-mail address \_\_\_\_\_

**ADMINISTRATOR RECOMMENDATION:**

I understand that this institute is designed to train selected adult education staff as Special Learning Needs Resource Specialists. The participant(s) that I have recommended meet the following criteria:

- Possess the ability to work collaboratively with colleagues
- Is able to attend all in-person and online days of the workshop sessions and will complete assignments from the training
- Is willing and able to administer screenings and inventories and serve as a resource for administrator(s) and instructor(s) in this program
- Has two or more years of experience teaching adults
- Is employed within this adult education program at least 20 hours a week
- Anticipates continued employment with this program

I further understand that my program may incur some training-related expenses (travel, substitute pay, etc.). In addition, I understand that ESL and correctional populations will not be addressed in this Institute.

Administrator's Signature of Recommendation: \_\_\_\_\_

Administrator's Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_ Fax: (     ) \_\_\_\_\_

## **TRAININGS ARE AS FOLLOWS:**

**In-person Day #1** Friday, October 27, 2017 8:30am – 4:00pm  
Illinois Central College, Peoria, IL

**In-person Day #2** Friday, December 15, 2017 8:30am – 4:00pm  
Illinois Central College, Peoria, IL

**In-person Day #3** Friday, March 2, 2018 8:30am – 4:00pm  
Illinois Central College, Peoria, IL

### **Group online sessions:**

Friday, November 3, 2017 9:30-11:00am OR 1:00-2:30pm  
Friday, February 16, 2018 9:30-11:00am OR 1:00-2:30pm  
Additional sessions may be scheduled at the request of the group. These sessions will be scheduled with the input of all participants.

**COST: \$125/PARTICIPANT for ICCB funded adult education program employees**  
**\$300/PARTICIPANT for all others**  
**(Training Manuals, CD to score Payne Learning Needs Inventory, data stick with handouts)**  
**All meals are on your own.**

Return this Registration/Recommendation Form and check for \$125 or \$300 (payable to SIUE) to:

Southern Illinois Professional Development Center  
Southern Illinois University Edwardsville  
Campus Box 1128  
Edwardsville, IL 62026-1128

**Deadline: October 6, 2017**

Registration questions? Call Pat Wellen (618) 650-2254, fax: (618) 650-3455, or e-mail: [pwellen@siue.edu](mailto:pwellen@siue.edu)

Training questions? Contact Sarah Goldammer (618) 650-2254 or email: [sgoldam@siue.edu](mailto:sgoldam@siue.edu)