This package includes the final report and selected products of the Adult education eXpress Intercommunication Support (AXIS) project, which was conducted to facilitate communication related to professional development services administered by the Pennsylvania Department of Education's Bureau of Adult Basic and Literacy Education (ABLE) and communication to the bureau itself through development and coordination of print materials, an Internet presence, online connectivity, and general communications. The project report details the following project activities and outcomes: publication of the 1996 edition of the "ABLE Directors Handbook"; reworking of the Professional Development Centers (PDC) newsletter template; development of a website devoted to ABLE in Pennsylvania; production of statewide publications funded by the Bureau of ABLE; coordination of online communication among PDCs; compilation of monthly schedules of PDC events; publication of the 1996-1997 edition of the directory of ABLE providers in Pennsylvania; and production of several other publications. Also included are the following products of the AXIS project: EQUAL (Educational Quality for Adult Literacy) year 2 final report; three issues of the newsletter "EQUAL Update"; four issues of the newsletter "Action Update"; PDC brochure; catalogue of free materials for ABLE programs; and directory of ABLE services in Pennsylvania in 1996-1997. (MN)
Final Report

AXIS

AXIS:
Adult Education
eXpress
Intercommunication
Support

Project Coordinator: Tana Reiff
Phone/fax: (717) 299-8912

FY: 1996-97

Grantee:
Lancaster-Lebanon Intermediate Unit 13
1110 Enterprise Rd.
East Petersburg, PA 17520
Federal Project #99-7005
Funding: $85,613

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ABSTRACT

Project No.: 99-7005

GRANT RECIPIENT: Lancaster-Lebanon Intermediate Unit 13, 1110 Enterprise Rd., East Petersburg, PA 17520. Project phone: (717) 299-8912

PROGRAM NAME: AXIS: Adult education eXpress Intercommunication Support

PROJECT COORDINATOR: Tana Reiff, P.O. Box 182, Lancaster, PA 17608-0182

PROJECT PURPOSE: To facilitate communication related to professional development services administered by the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education, and to the Bureau itself through development and coordination of print materials, Internet presence, online connectivity, and general communications.


IMPACT/CONCLUSIONS: Provided a variety of forms of communication support related to professional development services administered by the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education, and to the Bureau itself.

PRODUCTS: The Pennsylvania ABLE Administrators Handbook, Freebies for ABLE, The Provider Directory, What's the Buzz? (five issues), Focus (five issues), Action Update (four issues), EQUAL Update (three issues), EQUAL Year Two Report, PDC brochure, a Web site, etc.; samples attached to primary copy of this report where possible.

PROTECUTS AVAILABLE FROM: State Literacy Resource Centers in Pennsylvania

RECOMMENDATIONS/ FUTURE IMPLICATIONS: Web site to be uploaded to server, then maintained, updated, and expanded. Training modules will be completed. Building Communities for Learning manual will be completed. Publications such as The Provider Directory, the Handbooks, and Freebies for ABLE need periodic new editions. Many ongoing activities will be continued in 1997-98 fiscal year.
INTRODUCTION

Project AXIS was developed in response to the need expressed by the Director of the Bureau of Adult Basic and Literacy Education to coordinate, unify, and systematize communications related to the staff development programs the Bureau administers, and to support statewide adult education communications efforts, especially those related to professional development.

All of the activities described in this report were carried out between July 1, 1996, and June 30, 1997. This is the second year AXIS has been in operation.

Project coordinator was Tana Reiff, based in Lancaster. Dr. David Karl, Director of Adult and Nonpublic Education for Lancaster-Lebanon Intermediate Unit 13, administered the grant. Judy Perini, I.U. #13 secretary, provided clerical support for mailing, purchasing, reimbursements, and other records. Dr. Karl and Ms. Perini are based in Lebanon.

This report is prepared for anyone interested in the activities of this project. The project's products, as well as permanent copies of this report, are available through Pennsylvania's two State Literacy Resource Centers (SLRCs): AdvancE at the Pennsylvania Department of Education, Harrisburg, and the Western Pennsylvania Adult Literacy Resource Center, Gibsonia.
The primary objective of AXIS was to facilitate communication related to professional development services administered by the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education, and to the Bureau itself through development and coordination of print materials, Internet presence, online connectivity, and general communications.

Goals for 1996-97 were to:

1. Refine the newsletter template for the six Professional Development Centers (PDCs) and assist individuals in each region in using the template to produce their own newsletters.

2. Facilitate development and maintenance of a site on the World Wide Web for the Bureau of Adult Basic and Literacy Education.

3. Centrally produce statewide newsletters funded by the Bureau of Adult Basic and Literacy Education.

4. Coordinate online communication among the Professional Development Centers.

5. Publish any or all of the following: a new edition of Freebies for ABLE, a leadership guide to developing practitioner inquiry communities, a student handbook template for local customization, communications support for Project EQUAL, and any other publications requested by the Bureau.
PROCEDURES

We will describe in detail each activity undertaken during 1996-97. How the activity was evaluated (if it was formally evaluated) will be discussed within each item rather than under separate headings.

The activities of this project were to:

• **Publish The ABLE Administrators Handbook, 1996 Edition.**

  The bulk of the work on this activity was completed during the previous fiscal year. Due to the protocol of having certain material reviewed by the Pennsylvania Department of Education, 2,000 copies of the 64-page book were not printed until August, 1996, in the 1996-97 fiscal year.

  With most of the copy assigned, received, edited, reviewed by the Editorial Board, and laid out during the previous year, this year’s finishing touches included designing the cover, laying out the last few articles, indexing the book, adding an up-to-date list of GED Test Centers, preparing the electronic file for output to film, and overseeing the distribution of the finished product to the 250 ABLE program directors in Pennsylvania, Bureau of ABLE staff, contributing writers, and State Literacy Resource Centers.

  Evaluation of this activity was conducted through a Publication Reaction Form inserted into each copy of the Handbook. Only 25 of these forms were returned by the end of the project year. The results of this reader evaluation were as follows:

1. How did you come into contact with this Handbook? (check one) (N=25)

   24/96%
   a. Mailed to me, unsolicited, as a program administrator or participant.

   0 b. Read about it in What's the Buzz? and requested a copy through Advance or WPALRC.

   0 c. Heard about it through ___________________ and requested a copy.

   1/4% d. Other: __________ “word of mouth” __________

2. What do you expect to do with the Handbook? (check all that apply) (N=55)

   12/22%
   a. Read most or all of the book
11/20%  b. Read parts of the book that are relevant to work
20/36%  c. Refer to it periodically as needed
4/7%    d. Use it as part of a professional development/in-service program. How?
7/13%    e. Pass it along to someone else
0        f. Use it very little, if at all
1/2%     g. Other: "share with staff"

Note: 18 of the 25 respondents selected two or more of the choices in #2. Seven selected only one choice. Of these, 2 selected a.; 2 selected b.; 3 selected c.

3. How does this Handbook rate in terms of:

<table>
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<tr>
<th></th>
<th>Poor/1</th>
<th>Fair/2</th>
<th>Average/3</th>
<th>Good/4</th>
<th>Excellent/5</th>
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<tr>
<td>Relevance to your needs</td>
<td>0</td>
<td>2/8%</td>
<td>3/12%</td>
<td>15/60%</td>
<td>5/20%</td>
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<tr>
<td>Avg rating: 3.92</td>
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<tr>
<td>Editing/readability/appearance</td>
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<td>1/4%</td>
<td>2/8%</td>
<td>12/50%</td>
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<tr>
<td>Timeliness/up-to-dateness</td>
<td>0</td>
<td>0</td>
<td>2/8%</td>
<td>12/50%</td>
<td>10/42%</td>
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<td>Avg rating: 3.8</td>
<td></td>
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<tr>
<td>Coverage of topics</td>
<td>0</td>
<td>0</td>
<td>2/8%</td>
<td>13/54%</td>
<td>9/38%</td>
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<tr>
<td>Avg rating: 4.29</td>
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<tr>
<td>Overall quality</td>
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<td>0</td>
<td>2/8%</td>
<td>14/58%</td>
<td>8/42%</td>
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<td>Avg rating: 4.25</td>
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</table>

4. What is (are) the significant strength(s) of this Handbook?

Verbatim comments:

"Topics covered - Now that I've had 6 months to get familiar with PDE this booklet is a good overview & review of terminology and components that make up ABE in PA."

"size - not too big"

"Variety of articles."

"Reference source"

"There is much information that is usable in my every day job - even if it is something I am already using - the confirmation is helpful."

"State Based Data"

"A lot of information that would be useful to new administrators. Quite redundant for experienced professionals."

"The input from other providers"
“Very comprehensive overview - the tool for any beginning administrator.”

“Good for new employees (good overview)"

“All relevant material to my job can be found in one place.”

“Pg 9 provides a snapshot of typical agencies. Pg 41 furnishes student profiles. Topics in general are concise.”

“Info on PDE requirements - Directories”

“A good resource to find information on all areas of Adult Education. Plus, the name of someone with experience, in the different areas, to contact for help - training or just to answer some questions.”

“Topic selection”

“Variety of areas covered”

5. Have you seen previous editions of this Handbook? (N=24)
   Yes 18/75%
   No 6/25%

If yes, how does the current edition compare?

Verbatim comments:
“same”
“good”
“I feel this one is better.”
“Comparable”
“Much seems the same - even the ‘new’ stuff”
“About the same”
“similar”
“Equal in quality, scope, and purpose.”
“They keep getting better! Thank You!”

6. What could be done in the future to improve the Handbook’s usefulness (e.g., topics to add, delete, or enhance; reorganization; etc.)?

Verbatim comments:
“List of agencies with address & e-mail address” [comment: This was provided in The Provider Directory.]
“No improvement required.”
“I trust the editor’s positions, talents, and [can’t decipher].”
“No ideas”
“The pages are very difficult to read. Type is too small and the format is hard on the eyes”
“Satisfied”
"Only thing I'd say is it is a bit dense visually ... or am I very tired & my eyes are getting worse ... I know space & $ are issues but ... a bit bigger font?" [comment: type size is larger than in most books and publications]

"Don't know"

"N/A"

"Maintain current flexibility and balance with this project."

"N/A"

"?"

7. What is (are) your current position(s)?
   25/100% administrator/coordinator
   3 also: paid teacher
   2 also: volunteer tutor
   0 counselor
   0 other: __________

8. What type(s) of funding does your program receive? (check all that apply)
   All received funds from at least two of the following sources:
   - Adult Education Act, Section 322
   - Adult Education Act, Section 353
   - Pa. Act 143 (State Adult Basic and Literacy Education Act)
   Other: private donations, corporate donations, JTPA, community, foundation, membership, county, city, SEG, CSBG, county library

9. In what type of organization do you work?
   - School, college, university based 7/28%
   - Community based 16/64%
   - PDE 1/4%
   - SCI 1/4%

10. Other comments: Please attach a separate sheet or letter if you'd like. We welcome all comments and suggestions.

Verbatim comments:
   - "Please send 5 additional copies."
   - "Tana - Another fine piece of work! Thanks for including me in the process. Carol Molek"
   - "Keep up the good work!!"
   - "Well written articles"
• **Rework the Professional Development Centers newsletter template.**

  After soliciting suggestions for improvement from those who used the template during 1995-96, AXIS developed a revised template based on that input and using an up-to-date version of page-layout software. We presented the new template at the first quarterly meeting of the Professional Development Center directors and coordinators and provided ongoing technical support for using it, as needed, by phone and e-mail.

  As part of this support service, we also produced maps of Pennsylvania delineating the counties in each PDC region and supplied each PDC with its own customized graphic file of the map for use in their newsletter nameplate or any other purpose. We also used the full state map file to produce a two-foot by three-foot foamboard sign for use at the PDC exhibit at the Midwinter Conference on Adult Education.

• **Develop a World Wide Web site on adult basic and literacy education in Pennsylvania.**

  In cooperation with the Bureau of Adult Basic and Literacy Education, AXIS designed and compiled images, HTML files, PDF (Portable Document Format) files, and hyperlink information for a comprehensive Web site called “ABLE Site.” The pages completed for this initial site included:
  
  • Home page with links to other pages in the site.
  • Links to key related sites (NIFL, NCSALL, NCAL, OTAN, ISAL, etc.)
  • EQUAL (Educational Quality for Adult Literacy; with downloadable PDF files of all issues of EQUAL Year 1 and Year 2 Reports and *EQUAL Update*)
  • FAQ (Frequently Asked Questions about adult basic and literacy education)
  • State Literacy Resource Centers (with e-mail links)
  • searchable hotspot map of the Professional Development Center regions (with anchors to counties as they fall into each of the six regions)
  • Professional Development Centers (with e-mail links)
  • The Provider Directory (reformatted for the Web from the print version, divided into regional listings based on PDC boundaries, with e-mail links and a searchable hotspot map added)
  • Publications (with downloadable PDF files of all 1996-97 issues of
What’s the Buzz?, Focus, and EQUAL Update, as well as a link to download a free copy of Adobe Acrobat Reader)

- Guiding Principles of Professional Development
- Indicators of Program Quality
- About the GED Tests
- GED Test Centers in Pennsylvania
- PDE application guidelines, forms, quarterly cash-on-hand forms, final financial report form (as downloadable PDF files)

Site authoring included creating PDF files of the publications available through the site, designing and creating graphic image files (including the ABLE Site logo and page background), converting image files to Web-compatible formats, creating image maps (e.g. Pennsylvania map with hotspots to click on for each PDC region), editing text, testing e-mail and URL hotlinks, dividing long documents into smaller Web pages, creating “anchors” for locating information more quickly within each page, and testing pages through America Online (AOL). Some technical assistance was provided by Ann Witmer, PennLink coordinator at the Pennsylvania Department of Education, and Linda Hinman, Project ABLE Net at Lock Haven University.

Plans call for the site to be uploaded to the server at Penn State being used by the Pennsylvania Department of Education. At the end of the fiscal year, the site had not yet gone up, as it awaited clearance from the PDE Press Office.

- Centrally produce statewide publications funded by the Bureau of Adult Basic and Literacy Education.

During 1996-97 AXIS continued to provide editing, design, and pre-press production services for What’s the Buzz?, Pennsylvania adult education’s professional newsletter; Focus, a series of bulletins describing exemplary Section 353 projects; and Action Update, a periodic newsletter reporting on practitioner research in Pennsylvania.

AXIS project coordinator Tana Reiff served on the editorial board of What’s the Buzz?, attending two meetings in Harrisburg to discuss the year’s content. Then, for the five issues of What’s the Buzz?, David Fluke, the editor, provided copy to AXIS via fax-modem. Received pages were OCR-scanned, then edited for scanning errors, style, consistency, and general purposes. We then laid out each issue (ranging from eight to 12 pages), conferred with the editor about copyfitting and other editorial considerations, and faxed proof copies to the editor and the other two
members of the editorial board, Ella Morin at the Bureau of ABLE and Priscilla Ferguson at Tri-County OIC in Harrisburg. We incorporated their changes, completed all pre-press work, and provided all the necessary computer files to the printer for two-color direct output to film. We also served as local liaison for the mailing service that prepared the 4,000 finished copies for postal distribution, using mailing labels furnished by the editor.

For the five issues of Focus, Sherry Royce, the editor, provided AXIS with a rough electronic layout from a Windows-based version of Adobe PageMaker software via electronic mail file attachment. The AXIS coordinator placed and fitted the text blocks from that four-page layout into a Macintosh version of PageMaker, copy-edited, applied graphic elements, faxed a proof to the Focus editor, and fully prepared the files for the printer for direct output to film. The AXIS coordinator also attended one daylong meeting of the Focus panel in November.

For the four issues of Action Update, AXIS received a rough hard-copy layout from David Fetterman, the editor, for the purpose of estimating space requirements, along with a text file attached to e-mail. We placed the text files in the page-layout program, prepared the two-page layout, outputted camera-ready pages, and mailed them to each of the PDCs for duplication and insertion into their respective newsletters.

In all cases, the editors of these three publications expressed their satisfaction and gratitude for the technical support.

- **Coordinate online communication among the Professional Development Centers.**

The restructuring of Pennsylvania adult education's regional professional development system, along with rapid advances in the world of online communications, necessitated reviewing the status of the statewide online communication network we had established last year and implementing changes as required.

In conference with the Bureau, it was decided to continue requiring the PDCs to maintain America Online accounts. Advantages of AOL taken into consideration were: 1) easy online chat capability, 2) integrity of AOL-to-AOL file attachments, 3) easy user interface, 4) presence of our message board there, and 5) implications for use by other staff and students. Midway through the year, we allowed one of the PDCs to switch to a direct Internet Service Provider because AOL was still not providing their area of the state with toll-free phone access.
Although we did not schedule any online chats between the Bureau and the PDCs, several of the PDCs as well as participants in PALPIN (Pennsylvania Adult Literacy Practitioner Inquiry Network) project did hold several online conferences throughout the year. Use of the AOL message board was light. One PDC coordinator independently started a professional development listserv through her AOL account. AXIS used its AOL account to test HTML files for the Web site it developed for the Bureau.

- **Complete and publish Freebies for ABLE.**

AXIS completed research and production of a 1996 edition of *Freebies for ABLE*, a catalog of no-cost resources for adult basic and literacy education programs. The first edition of *Freebies* was published in 1993 and was very popular among practitioners.

Research for this edition began at the end of the last fiscal year. This involved contacting organizations and companies with listings in the 1993 edition, along with likely candidates culled from three other comparable catalogs for other audiences. A letter with a cut-off form requested specific information on free offerings. Sources were also asked to send samples of their free offerings.

We reviewed all the items—print materials, videos, measuring tools, etc.—for appropriateness and approximate reading level. We also reviewed several Web sites of sources offering online versions of their print material, then compiled listings in the following categories: Home & Family, Health, Math & Money, Recreation, Science & Environment, Government & Law, and Education/Professional. Also included in the 24-page booklet were: a preface explaining how materials were selected, tips for using *Freebies for ABLE* in adult education programs, instructions for reading the listings, information on the Consumer Information Center, how to scavenge other sources, resources available from PDCs and SLRCs (State Literacy Resource Centers), and a map of the PDC regions of Pennsylvania. Three thousand copies were printed.

Enclosed in each copy of *Freebies for ABLE* was a postcard with ten user-response questions, for use as an evaluation tool for this sub-project. The results, based on 22 cards returned (including some questions where more than one response was possible), were as follows:
1. Who are you? (N=22)
- 8/36% Teacher of adults
- 5/23% Literacy tutor
- 8/36% Program administrator (2 also teachers)
- 1/5% Other: high school teacher

2. How did you hear about Freebies for ABLE? (N=26)
- 4/15.5% Had a copy of 1993 edition
- 6/23% Read about it in “What’s the Buzz?”
- 4/15.5% Picked it up at Advance/WPALRC table
- 12/46% colleague / friend sent / [not specified] / Professor at grad school / picked up at literacy office / PDC gave out / rec’d in mail / workshop at Peirce / Mayor’s Commission on Literacy / PDC / sent to me

3. What do you intend to do or have you done with Freebies for ABLE? (N=33)
- 17/51.5% Obtain at least one listed item.
- 10/30.3% Have students obtain at least one item.
- 6/18.2% Other: for instructors / got for staff to use as listed above / available for students / resource info / use in summer JTPA program / find info - computer skills

4. If you have already received items from Freebies for ABLE, how would you rate the quality and usefulness? (N=8)
- 4/50% Excellent
- 4/50% Pretty good
- 0/0% Not so great

5. How will you or have you used items obtained through Freebies? (N=36)
- 12/33% Structured group activities
- 10/28% Structured individual learning activities
- 14/39% Distributed for independent use
[More than one response to this question: 9; no response: 11]

6. What do you like best about Freebies?
Verbatim comments:
- Variety of subjects
- They’re free!
free!
Practical, useful & free!
that they are free - nice variety, too
They are free!!
the price & the availability
The diversified sources of educational information
free / clear / easy to read
Worthwhile & readily available
Is concise and easy to use
the variety of topics available
They are incentives....
Good choices
updated and relevant
user friendly

7. How could Freebies for ABLE be improved in the future?

Verbatim comments:
Wider distribution of services
have items for very early readers (very simple) in mid-life [Note: From our research it would appear that very little in this category is available.]
Presented as an instructional tool, to make it easier for students to learn how to use it.
Issued more frequently.
Add more about on-line free downloadable resources [Note: a difficult, time-consuming, prohibitively expensive task, and three such books we consulted, with recent copyrights, were already out-of-date.]
Send to: M. Anne Smith at IHM Center
Always more, of course.

- **Publish a directory of adult basic and literacy education providers in Pennsylvania.**

The Bureau requested that AXIS compile and produce a directory of providers for use by the providers themselves and to respond to inquiries from the general public.

The Regional Programs Division of the Bureau provided AXIS with its database of some 250 providers. We converted this database to ClarisWorks format, added fields based on information the Bureau wanted to include in the directory, and produced a profile form for each
provider. A mailing of these forms to providers asked for corrections to the existing data as well as entry of data into new fields. A cover letter from Cheryl Keenan, Bureau Director, accompanied the profile form.

We followed up on all the agencies that did not respond by the deadline via either fax, phone, or e-mail. Because we were trying to have the directory ready in time for release at the Midwinter Conference on Adult Education in February, the handful of agencies that never responded had to be listed with only the basic contact information we had derived from the Bureau.

We subcontracted data-entry services and moved the production process along very quickly during January. Upon receipt of the completed database file from the subcontractor we converted the database to a word-processing file, edited the copy, designed a cover and inside pages, and produced The Provider Directory (64pp.) in page-layout software in preparation for direct output to film. One thousand copies were produced. The finished product was indeed ready for Midwinter Conference and was distributed to all program administrators who attended the special meeting for administrators on Wednesday morning of the conference. Additional copies were made available through the State Literacy Resource Centers, the PDCs, and the Bureau itself for subsequent distribution as needed.

No formal evaluation of The Provider Directory was conducted; however, copy was scrupulously reviewed by the Bureau prior to printing to avoid discrepancies in agency names and for general accuracy.

- **Produce EQUAL Year Two Report.**

  As we did last year, we wrote, designed, and produced 6,000 copies of an annual report on Project EQUAL (Educational Quality for Adult Literacy), which was inserted into the second issue of the newsletter What's the Buzz?. Additional copies were provided to the Bureau for subsequent distribution as needed.

- **Produce three issues of EQUAL Update.**

  AXIS identified the need to keep the field informed of the Bureau's program-improvement initiative through a publication reporting on progress of related Section 353 projects. We produced three issues of EQUAL Update, which were inserted into issues of What's the Buzz? as well as mailed individually to the directors of every program funded through the Bureau.
This subproject involved soliciting a very brief synopsis of project activities from the directors of each of the related projects:

- **Project EQUAL—Educational Quality for Adult Literacy:** Abt Associates / Judith Alampresse

- **Regional Professional Development Centers:** Northwest Tri-County I.U. 5 / Richard Gacka, Bootsie Barbour; Central I.U. 10 / Edith Gordon, Gail Leightley; Greater Pittsburgh Literacy Council / Donald Block, Karen Mundie, Rachel Zilcosky, Sue Snider; TII Adult Education & Job Training Center / Carol Molek, Brian Frey, Paula Smith; Lancaster Lebanon I.U. 13 / David Karl, Sandra Strunk; Mayor's Commission on Literacy / Rose Brandt, Diane Inverso

- **AdvancE State Literacy Resource Center:** Pennsylvania Department of Education / Cheryl Harmon

- **Western Pennsylvania Adult Literacy Resource Center:** Pennsylvania Department of Education / Chris Kemp

- **Building Communities for Learning:** Pennsylvania State Coalition for Adult Literacy / Sheila M. Sherow

- **Training Development Project:** TII Adult Education & Job Training Center / Carol Molek

- **Research & Development of Pennsylvania-Specific Adult Learner Competencies in Family, Work, and Community Contexts:** Institute for the Study of Adult Literacy, Penn State University / Eunice N. Askov, Barbara Van Horn

- **Technical Assistance for the Transmission of Data through Technology:** Center for Literacy, Inc. / JoAnn Weinberger

- **Development of Criteria for Reporting Student Data:** Center for Literacy, Inc. / Ashley Stoudt

- **Professional Development Evaluation & Reporting System:** South-Central Professional Development Center / Brian Frey

- **Program Improvement Plans & Needs Assessment:** Southeast Professional Development Center / Sandra Strunk

- **ABLE Net:** Central-Northeast Professional Development Center / Debra Burrows

- **Focus on Adaptation:** Royce & Royce / Sherry Royce

- **Pennsylvania Action Research Network (PA-ARN):** Penn State University Monroeville / Allan Quigley

- **Pennsylvania Adult Literacy Practitioner Inquiry Network (PALPIN):** University of Pennsylvania / Alisa Belzer
• **Statewide Staff Development on Adults with Learning Differences:** Center for Alternative Learning / Richard Cooper

• **Tutors of Literacy in the Commonwealth:** Delaware County Literacy Council / Patricia Reitz Gaul

• **AXIS—Adult education eXpress Intercommunications Support:** Lancaster-Lebanon I.U. 13 / Tana Reiff

Projects were not required to submit a brief report for all three issues, but were asked to do so if they had something significant to report. Project representatives submitted copy by e-mail, and we edited it to fit onto two sides of one sheet of paper. The list of projects (above) was included in each of the three issues.

• **Design, order, and distribute lapel pins and a banner.**

  In response to the Bureau director's request to provide a tangible promotional device for the Bureau's program-improvement initiative, we designed and contracted production of 1,000 lapel pins bearing the slogan, "... And Quality For All!"

  We handed out the pins, at no charge, at the PDE Update session at Midwinter Conference. Remaining pins were distributed through the Bureau, PDCs, SLRCs, and local program administrators, who were encouraged to take some along to give to their staff.

  Along with the pins, we designed and subcontracted production of a seven-foot-wide nylon banner bearing the "... And Quality For All!" slogan for use at the conference and thereafter by the Bureau.

• **Collect, compile, and distribute monthly schedules of PDC events.**

  PDCs were reminded monthly to e-mail their calendars to AXIS by a few days before the middle of the month. AXIS posted the edited list via e-mail on or near the 15th of each month.

  Those on the e-mail list were the six PDCs, three members of the Bureau staff, Tutors of Literacy in the Commonwealth, and the two State Literacy Resource Centers.

  • • •

  In addition to the above goal-related activities, AXIS project coordinator Tana Reiff was involved in the following activities:

  • At the request of the PDCs, designed and produced a two-color trifold brochure on the services of the regional Professional Develop-
ment Centers. Copies were distributed at the PDC exhibit at the Midwinter Conference on Adult Education, then through the PDCs in their own regions. Copy was mostly adapted from the brochure for the Southeast PDC, with additional copy added, including a map delineating the PDC regions and a full listing of PDC contact information.

- At the request of the Training Development Project, designed and produced a sample page layout for the professional development training modules being developed at Tuscarora Intermediate Unit 11. Work on the Assessment module and subsequent modules will be completed in the next fiscal year.

- Began work on three sections of the Bureau's Annual Report. This involved some editing and a new layout, as well as redrawing several graphs and charts. Work will be completed early in the next fiscal year.

- Produced a draft layout for the Building Communities for Learning (BCL) training manual. At the end of the 1996-97 fiscal year the draft was being reviewed by Sheila Sherow, director of that project, and Joanne Shane Plummer at the Pennsylvania State Coalition for Adult Literacy (PSCAL), project sponsor.

- Attended the one-day workshop of the Region 1 Technology Hub at the University of Pennsylvania in May to learn about producing files for their Web site.

- Planned and presented a session on newsletter design at the Adult Literacy Technology conference at Peirce College in Philadelphia in May.

- Attended quarterly meetings of regional Professional Development System staff in Harrisburg, to familiarize them with AXIS activities and services and to become familiar with their activities.

- Provided online and telephone communications-related technical support to the staff of the Bureau of Adult Basic and Literacy Education, the State Literacy Resource Centers, the regional Professional
CONCLUSIONS AND RECOMMENDATIONS

Project AXIS succeeded in providing a variety of forms of communication support related to professional development services administered by the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education, and to the Bureau itself. Activities included development and coordination of print materials, Internet presence, online connectivity, and general communications. Through formal and informal evaluations of these activities, we conclude that the services provided were appropriate and valuable.
We recommend continuation of Project AXIS, and indeed, it has been funded for the 1997-98 fiscal year has been received.

Specific recommendations include the following:

- Further visual unification of the print and online communications produced under the aegis of the Bureau of Adult Basic and Literacy Education. This would involve more consistent use of color, type, paper, layout style, etc.
- Budget sufficient time to maintain, update, and expand the Web site once it has been uploaded to the server.
- Produce frequent updates of publications such as *The Provider Directory*, the administrators and staff Handbooks, and *Freebies for ABLE*, as requested by the Bureau and the field.
“Project EQUAL made our teachers more aware of the link between instruction and assessment. By looking at data now, we can determine whether or not instruction is meeting the students’ goals.”

Judith Aaronson, Goodwill Industries

WHAT YEAR TWO HAS SHOWN US

Findings regarding assessment, curriculum and instruction, and staff development:

- Pilot sites found that assessment procedures are now more systematic, but that staff could benefit from training on how to select and administer standardized tests.
- Staff development needs to involve ongoing training related to the collection and analysis of learner assessment and program data, as well as use of data in reviewing the appropriateness of instructional methods and materials.

Findings regarding changes in program practice:

- Review of student enrollment and assessment data indicated that many students leave instruction before post-testing. To address this issue, more sites are considering implementing new monitoring and interim assessment practices to document progress made by students who separate before program completion.
- Programs are changing their intake, assessment, student evaluation, and close-out procedures to make program operations more standardized.
- Second-year pilot sites reported beginning to involve additional staff, board members, and volunteers in data collection and analysis activities.

Pennsylvania’s effort is not isolated. The goals of EQUAL are part of the larger context for improving accountability and the quality of educational services.
Benefits of participating in Project EQUAL:

- Multi-service agencies recognize the importance of interdepartmental teamwork, common intake, and data collection. Welfare reform, declining funding, and demographic changes are making programs more conscious of using data to serve more students with decreased resources, but also to re-examine program goals and operations.
- EQUAL provided staff with a more formalized, structured approach to reflect on their practice and systematize the way they collect data. Staff have begun to recognize that data collection and analysis are tools for program improvement, not just program requirements.
- Instructors have begun to expand their role as teachers to program planners. They are involved in thinking about program outcomes, not just individual student improvement.

ON THE AGENDA FOR YEAR THREE

- The 20 pilot sites will continue data collection activities and increase the number of staff (paid and volunteer) who are involved in the program improvement activities.
- A group of eight Core Pilots will be invited to participate in more intensive activities focused on developing Individual Improvement Plans (IIPs). On-site and group training will be provided on the steps to develop an IIP that will address curriculum and instruction assessment, as well as one or two additional program areas.
- Project EQUAL staff will work with Pennsylvania’s Professional Development Centers (PDCs) to begin integrating EQUAL activities into ongoing regional staff development.

YEAR TWO HIGHLIGHTS

- October 11, 1995. COSMOS staff conducted a training session with 45 coordinators and teachers from 20 pilot sites representing the diversity of adult education providers across the state. These included school districts, prisons, community-based organizations, and community colleges. Training focused on methods for collecting, reviewing, and using data assessment and other data for program quality. Equal opportunity assigned a mentor site from Year One.
- January 1996. COSMOS staff conducted telephone interviews with 20 pilot site coordinators to monitor site activities for Year Two.
- October 1995-June 1996. Pilot sites collected a sample of nearly 1,800 learners to track learner assessment information, pre- and post-test data, skills achieved, and competencies attained. Pilot sites completed Learner Assessment Tracking Forms and Data for Decision-Making Logs.
- April 1, 1996. COSMOS staff conducted review meeting focusing on activities with 20 pilot sites coordinators and teachers on how to use data to improve program quality.
- May 19-18, 1996. Representatives from the Bureau of Adult Basic and Literacy Education, COSMOS Corporation, and pilot sites facilitated sessions at COABE Conference about Project EQUAL activities.
- May-June 1996. COSMOS conducted a mail survey of nearly 100 pilot site staff, including teachers, tutors, counselors, and other support staff who participated in Project EQUAL pilot site activities.
- May 1996-August 1996. COSMOS conducted end-of-year telephone interviews with pilot sites coordinators and program directors.
EQUAL IS IN YEAR 3

The 1996 fall meeting of the 21 Project EQUAL pilot sites was held on October 23 in Harrisburg. COSMOS's staff provided information to the pilot site participants concerning the results of their Year 2 EQUAL activities in collecting learner assessment data and in using data for program management. Issues were discussed concerning the appropriate administration and reporting of standardized tests, and guidelines for test use were distributed. COSMOS's staff also outlined the activities for Year 3 of EQUAL, in which the pilot sites will form two groups—core and continuing pilots. The core pilots will participate in development activities in support of EQUAL, including the creation of a program plan that will be used to guide program improvement and expanding staff participating in EQUAL activities.

Both the core and continuing pilots will carry out data review activities, with an emphasis on examining practices in curriculum and instruction. During Year 3, all pilots will look toward implementing program changes based on their program and data review activities.

REPORTING STUDENT DATA

The Development of Criteria for Student Data Reporting Project is currently contacting selected EQUAL pilot sites to invite participation in the data reporting project. The data project intends to utilize the insights and knowledge gained by EQUAL participants in the development of definitions for student enrollment, progress, completion, and outcomes. The project is also researching existing definitions, determining compliance with federal guidelines for reporting, and developing interview protocols and other processes for gathering information related to the project. The data reporting project plans to work with EQUAL participants in November to develop draft definitions for consideration by February.

STREAMLINING DATA SUBMISSION

The Center for Literacy started the Transmission of Data through Technology project in 1994 to enable adult literacy programs throughout the Commonwealth to submit their student, tutor, and staff data to the Bureau of Adult Basic and Literacy Education via computer disk.

This fall, the database project has updated the program to include additional levels for students and to remove unrequired data elements. To welcome new and continuing users, seven workshops in five locations were presented during October. Each workshop, lasting between two and a half and three hours, covered an introduction to the database. Ninety-six participants from 60 agencies attended.

Updated disks, containing changes in the pull-down menus, have been mailed to each participating agency. A further upgrade to include changes in reports and printer access will be available this winter.

This year the project is striving to make the database application more user-friendly. In addition to updating certain elements, including the expansion of student entry level as required by PDE, a new, easier-to-use interface is in the works.

STAFF CENTERS RESTRUCTURED

Professional development for adult basic education practitioners statewide is focusing on improving teaching and learning that results in positive outcomes for adult learners. Recently, the Bureau of Adult Basic and Literacy Education reorganized nine Regional Staff Development Centers into six Professional Development Centers (PDCs). These centers carry out well-planned opportunities for professional development with input from adult educators in the regions. The Regional Professional Development System is working toward meeting the challenge of providing consistent training in core content areas across regions.

Adult educators are participating in PDC-sponsored activities designed to meet individual and program needs leading to program improvement. The PDCs offer opportunities for teachers, administrators, and volunteers to participate in both training and research-oriented activities, as well as take part in workshops and focus groups.

DEVELOPING TRAINING MODULES

The Training Development Project is developing materials for use in Pennsylvania's professional development system. Project outcomes will ensure uniform content in the delivery of professional development for Pennsylvania's adult educators.

Selection of content areas is being determined through input from practitioners in activities such as those in Project EQUAL.
Title: Building Learning Communities

The Building Communities for Learning (BCL) project is assisting communities in establishing a collaborative process of community-based planning through which adult basic and literacy education providers, business and industry, and job-training programs, county and community economic development and planning groups, local government and municipalities, and human resource service providers work together to improve adult education services.

Through their planning groups, BCL sites identify literacy needs, gaps in services, and widespread problems; prioritize current and emerging issues; develop strategies to promote and support literacy; identify economic development by unifying literacy services with local employment needs; and develop plans for their most effective use. The result is better-coordinated and more comprehensive services for adult learners.

Four new community-based planning sites were awarded BCL grants this fall. Last year's pilot sites (Fayette County, Lycoming County, and Wyoming Valley) are functioning as Mentoring Communities, providing the new sites with field-trained technical assistance, resources, and ongoing mentoring.
PROJECT EQUAL PARTICIPATION GROWING IN YEAR 3

Project EQUAL pilots are expanding program improvement initiatives within their respective agencies. By year end, pilots will have expanded the number of staff involved in program improvement and examined issues in new areas of operation. Other selected pilot sites will have tested a program self-assessment tool and written program improvement plans. In these ways, EQUAL pilots will have diffused quality continuous improvement processes throughout their entire agencies.

In early February, core pilots and Professional Development Center coordinators met to discuss and design the materials needed to train new agencies in Project EQUAL activities. Drawing on their experiences and what they have learned in the two and a half years of EQUAL, they are developing training modules for the skills and knowledge leading to implementation of continuous program improvement activities statewide.

With the dissemination of the draft program performance standards, the Section 353 development projects funded in recent years, the revised statewide monitoring system, and the new structure of the PDCs, ABLE-funded programs have guidance and assistance in meeting the goals and needs in their agencies for program improvement.

Quality improvement for programs funded by the Bureau of Adult Basic and Literacy Education took on a new, visible dimension with the introduction of the slogan "And Quality For All!!" at the Midwinter Conference on Adult Education. Adult educators of every ilk were seen sporting lapel pins bearing the slogan, and a seven-foot banner served as a backdrop for the PDE Update session.

"... And Quality For All!!" signifies a unity among Pennsylvania adult basic and literacy education providers to work cooperatively toward the goals stated in the Draft Program Performance Standards released at the Bureau of ABLE Preconference Administrators and Directors Meeting:

Every adult who wishes to improve his or her basic educational foundation shall have access to quality adult education that will enable the individual to articulate educational goals, persist in learning, demonstrate achievement, and become a lifelong learner.

Thus, the initiative known as EQUAL—Educational Quality for Adult Literacy—moves us another step forward as we all work together for a high-quality, accountable adult basic and literacy education system in Pennsylvania.

PROGRAM IMPROVEMENT: WHERE TO START

The Program Improvement Plans & Needs Assessment project at Lancaster-Lebanon Intermediate Unit 13 has developed a draft Program Self-Assessment that is now being field-tested by several EQUAL core pilot sites. Its purpose is to help identify and prioritize program improvement needs related to Pennsylvania's ten Indicators of Program Quality. It is designed to help establish benchmarks for program improvement by using a consistent measurement instrument.

The Self-Assessment is the first step in a larger Program Improvement Plan that will take information gleaned from the Self-Assessment, help programs prioritize identified areas of need, present a consistent structure for reporting program improvement plans to ABLE, and integrate the Data for Decision-Making process that has become second nature to EQUAL pilot sites.

At the conclusion of the project, Pennsylvania's adult education programs will have a new tool for initiating continuous improvement efforts at the local level.

COMPETENCIES WILL BE 'SKILLS'

Barb Van Horn, director of the Adult Learner Competencies project, met with an advisory group comprised of ABE, GED, ESL, and workplace practitioners in December. They discussed the goals of the project, definitions of competencies, and what the field would need to make the competencies useful as a tool for linking curriculum, instruction, and assessment to improve instruction and learner outcomes.

The final competencies will be phrased in terms of communication (reading, writing, speaking, listening) and math skills, as well as "soft skills" (e.g., employability skills). The skills will be arranged from basic to higher-order skills and divided into several levels (beginning, intermediate, advanced). The final report will include background information on competencies, the list of competencies, examples of how the competencies can be used to build curricula and instruction in family, work, and community contexts, and links to standardized assessments.

TRAINING MODULES TAKING SHAPE

The goal of the Training Development Project is to provide Pennsylvania ABE practitioners with the tools for quality teaching and lifelong learning through the provision of consistent training activities.

The content areas selected for this year were field driven and based on input from practitioners serving in various roles of adult education throughout the state. Modules include: Teaching the Reading Process, Math as Problem Solving, Teaching Strategies for Multi-Level ESL Classes, Cooperative Learning, Case Management, and Assessment.

Some of the modules were developed by a consortium in the Northwest and will be adopted.
INQUIRING MINDS

The Action Research Project's training team has been meeting with groups in four regions: Northwest, Southwest, Central-Northeast, and South-Central. There are 40 participants this year.

Action Researchers are posing questions in five broad areas: teaching and evaluating ESL students, retaining ABLE students, student skill building, improving student diagnosis and placement, and program evaluation. Several researchers from last year are serving as mentors. Participants work on problems in the group setting, like last year, but they are now linked to researchers statewide according to the nature of their question. And, they are examining "learning change" as an internal study of changes to practitioners and programs as a result of involvement with Action Research. The project continues to maintain a database so that findings can be shared.

In the east, the Pennsylvania Adult Literacy Practitioner Inquiry Network (PALPIN) continues to support the development of inquiry groups in two regions of the state.

The Central-Northeast Regional Inquiry Seminar has scheduled four face-to-face meetings but is doing most of its work online. After several rounds of discussion on pressing issues in the field in relationship to their own work, everyone is now moving toward developing an inquiry focus. Online work is being facilitated by participants in last year's Winter Inquiry Institute.

In the Southeast region, participants from two of last year's regional inquiry groups are leading "program-based" inquiry groups. These groups come together within an agency and are developing a single thematic focus for their inquiries.

The statewide Winter Inquiry Institute was held in January. More than half of the 19 participants were from western Pennsylvania, which means that even without inquiry groups there, practitioners are getting involved in PALPIN. After this intensive inquiry experience, participants identified an inquiry focus and are now collecting data.

At Midwinter Conference, PALPIN hosted a preconference session as an opportunity for ongoing sharing and network development and a concurrent session providing hands-on experience for those new to inquiry. At the University of Pennsylvania Ethnography in Education Conference, PALPIN will present a panel discussion on moving from participant to leader in inquiry groups.

ABLE NET IS NOW ON THE WEB

ABLE Net serves as a technology resource for Pennsylvania's ABE/GED and literacy programs, with emphasis on developing online capabilities among practitioners and providing training across the state through technology mentors located in each of the six PDCs. ABLE Net maintains a Web page with links to useful sites in eight categories: Potential Sources of Funding, Interactive Sites, Career and Vocational Education, School-to-Work, Career Information, Current Events Sites, Career Counseling Sites, and Links of Interest for Adult Educators. URL is http://eaele.lhup.edu/~lhinman.

Progress is being made toward the goal of bringing 60 new programs online in 1996-97, with 23 additional programs fully connected and utilizing online capabilities as of December. At Midwinter Conference, ABLE Net mentors met for a session on technology planning and problem solving. Project Director Debra Burrows made a presentation on funding strategies for technology purchases. In February, ABLE Net assisted two PDCs with training sessions on software and technology planning and funding.

ABLE Net staff and mentors have encountered numerous impediments to technology utilization. However, the hard work will be worth it, since technology is a tool programs can use to achieve quality improvement goals.

COMMUNITIES JOINING FORCES IN ABLE PLANNING

The Building Communities for Learning (BCL) project conducted a competitive process to select four more communities to participate in a collaborative planning process among adult basic and literacy education providers, business and industry, job-training programs, economic development groups, local government, and human resource services.

Communities awarded new grants are Carbon County, Washington County, Northern Cambria County, and Pittsburgh. Last year's three pilot sites—Fayette County, Lycoming County, and Wyoming Valley—are functioning this year as Mentoring Communities and are matched with new sites to provide ongoing technical assistance and support.

Project director Sheila Sherow urges adult literacy providers to look at community-wide collaboration as a necessity in providing adult learners with the high-quality, comprehensive services they need to become independent and productive members of the community. For more information, contact Dr. Sherow at P.O. Box 501, Millheim, PA 16854 or sms20@psu.edu.
SELF-ASSESSMENT: FIRST STEP TOWARD IMPROVEMENT

The Program Improvement Plans project is working with several EQUAL sites in piloting a draft self-assessment instrument designed to help programs think through what they are doing, how they are doing it, and why they are doing it. When the pilots have completed the draft self-assessment, they will have not only a laundry list of potential areas for program improvement, but also a solid sense of what is and is not working in key program areas. The EQUAL pilots will provide valuable feedback related to the design of the self-assessment instrument and the process of working through it with a Program Improvement Team.

Based on the ten Indicators of Program Quality, the self-assessment tool guides Program Improvement Teams through a series of questions related to each indicator. Questions are of three types: 1) questions about whether a program is doing certain things and if documentation is collected to support these activities, 2) descriptive questions that ask how certain things are done within the program, and 3) brainstorming questions designed to generate ideas for future investigation.

Project findings are not yet available; it is clear, however, that the pilot sites have found the instrument helpful in identifying areas for program improvement.

Training will soon be available to help programs use the revised self-assessment instrument. Since it parallels the ABLE monitoring instrument, it will also be an excellent tool for helping programs prepare for a monitoring visit. Until a program can clearly articulate what it is doing, how it is doing it, and why, positive change is little more than a shot in the dark. As the first step in the program-improvement cycle, program self-assessment plays an essential role in helping programs systematically identify key areas of strength and weakness. With this knowledge as a starting point, a program is well on its way to demonstrating continuous improvement.

DEFINING LEARNER COMPETENCIES

The work group of the Learner Competencies project has met to review and discuss the draft skills lists. These lists include communication (reading, writing, speaking, listening), math, metacognitive (learning-to-learn), and basic “employability” (e.g., time management) skills. Organized in three levels (beginning, intermediate, advanced), these lists will provide a framework for ABLE programs that will inform curriculum design, focus instruction, and link instruction to assessment.

PROJECT EQUAL is developing Pennsylvania’s adult education program improvement and accountability system. The staff of Abt Associates have been working to support the further development and dissemination of Project EQUAL through a number of activities.

Janet Voight from Abt conducted visits to each of the Project EQUAL core pilot sites, meeting with staff to discuss their EQUAL activities and ways in which their participation in EQUAL has helped improve their program operations.

Abt’s staff have reviewed the Data for Decision Making Logs submitted by EQUAL sites and are providing feedback to the sites on their problem-solving strategies using program data.

An important component of Abt’s work on Project EQUAL this year has been to provide technical assistance to Bureau of Adult Basic and Literacy Education staff and Section 353 project directors. Judy Alamprese facilitated a discussion with EQUAL sites and Professional Development Center staff to develop the framework for EQUAL training modules. She also has been working with Section 353 project directors in their development of materials to support the dissemination and implementation of EQUAL.

TRAINING MODULES AVAILABLE SOON

As the project year winds down staff training modules are in the last stages of development by the Training Development Project.

The Assessment module offers comprehensive training in a three-day format with a follow-up period during which technical assistance will be offered. Content of the module includes theory of assessment, selecting and administering standardized assessments, assessment for program accountability, informal assessments, and program assessment planning. Trainers will provide hands-on activities for small groups.

The Case Management module will offer a comprehensive planning guide to developing a case management system within ABE programs.

Both modules will be ready for delivery by the end of the summer. Contact your regional PDC for scheduling. Other modules include Teaching Strategies for the Multi-level ESL Classroom, Cooperative Learning, and Math Problem Solving.

STAYING IN TOUCH

Project AXIS has been working behind the scenes in a communication-support role. Publications including The ABLE Administrator’s Handbook, The Provider Directory, and Freebies for ABE were produced during 1996-97.

A Web site for the Bureau of Adult Basic and Literacy Education will soon be announced. “ABLE Site” contains information on adult basic and literacy education in Pennsylvania, the entire Provider Directory in Web.
accessibility format. downloadable files of publications. PDE funding guidelines and forms. and much more.

BUILDING MORE COMMUNITIES

Building Communities for Learning (BCL) is a Pennsylvania State Coalition for Adult Literacy (PSCAL) community-based planning project designed to improve the delivery of adult learner services and, ultimately, adult learner outcomes. During 1996-97 four pilot sites were added: Carbon County, Northern Cambria County, the Pittsburgh Neighborhood Learning Collaborative, and Washington County. These sites, along with Fayette County. Lycoming County, and Wyoming Valley, established in 1995-96, are building comprehensive, coordinated delivery systems of adult learner services. As a result of their collaborative efforts, these communities are more effectively and efficiently serving the multiple needs of adult learners.

The three original pilot sites were matched with 1996-97 grantees to provide individualized technical assistance and support. PSCAL plans to add four new community-based planning sites during August and September 1997. For more information or to be placed on the BCL mailing list, contact Dr. Sheila Sherow at sms20@psu.edu or (814) 349-2444.

RESEARCH YIELDING NEW KNOWLEDGE

Participants in Pennsylvania Adult Literacy Practitioner Inquiry are busily analyzing data and writing up the findings from their inquiry projects. The topics represent a broad range of experiences and program types.

A literacy council coordinator used dialogue journals with three learner-tutor pairs to learn more about program participants’ needs. A volunteer tutor is seeking how his students respond to language experience activities. A math teacher is learning more about how to help students succeed by involving them in developing a new math placement test and then collecting math writing samples and observations of them doing their work. He reports that this “has revealed a ton of information.” A number of participants are either trying out a new approach and documenting how students respond to it or are working to understand better how students perceive and respond to current practices as a way to develop new approaches.

A number of PALPIN participants in the Southeast region have been working with colleagues to develop a program-wide inquiry project. Two such groups are investigating the challenges of meeting the literacy needs of ESL learners where listening and speaking have been the primary instructional emphasis. One group is developing a plan to restructure their program based on the inquiry work.

This brief summary illustrates ways in which inquiry is helping to improve individual practice and contribute to overall program improvement and knowledge generation for the field.

The Pennsylvania Action Research Network research team has logged hundreds of hours and miles to meet and exceed the project’s goals. A brief summary: PA-ARN provided training and mentoring along with a training handbook. About 30 participants are expected to complete projects and monographs. The Action Update newsletter kept practitioners aware of both PA-ARN and PALPIN. A data bank is making every project accessible to anyone. Mentors from last year’s project assisted this year. A panel of experts added objective input to the individual projects in two regions.

An internal evaluation of impact involving participants in PA-ARN’s first year showed that some had continued with action research, some had not: yet, 94% said they “look at problems in a more systematic way as a result of action research.” The same percent said they had “better problem-solving strategies.” A total of 63% had changed their program permanently and 63% said the institution’s procedures had seen a lasting change as well. Their supervisors confirmed these statements in a second round of interviews. Project leaders report that action research is beginning to show consistent strategies and patterns of findings, and that the field is already seeing some lasting impact—both in practice and institutional functions. With a growing base of knowledge, they hope that emerging patterns of successful strategies can be even better disseminated.

ONLINE ACCESS ENHANCING COMMUNICATION

ABLE Net developed and maintains a Web page (www.hlup.edu/linhuman/home.htm) targeted to ABLE programs by providing links and information on technology funding, lesson plans, pending legislation, ESL, School-to-Work training opportunities, workforce education, and more. During the past year, there has been a significant increase in the number of ABLE-affiliated individuals and programs that have secured online access. This will provide opportunities for faster, more efficient communication and access to information, which will help with the overall program improvement effort.
WHY WE'RE HERE
In 1995, the Pennsylvania Department of Education announced statewide initiatives involving teachers, tutors, counselors, and administrators in systems of problem solving and knowledge building for their organizations. The Pennsylvania Action Research Network (PA-ARN) and the Pennsylvania Adult Literacy Practitioner Inquiry Network (PALPIN) were the results of that funding. The thrust of both projects was to enable practitioners to solve problems in their practice and, in various ways, to disseminate the findings to others.

ACTION UPDATE
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This publication is available in alternative media on request.

WHAT'S HAPPENING IN THE STATEWIDE ACTION RESEARCH NETWORK

Action Research and Adult Literacy Practitioner Inquiry Networks—Year 2

The process of action-based research is:
1) a specific issue or problem question is defined;
2) the researcher/practitioner designs a procedure for addressing the problem;
3) the procedure is implemented;
4) an evaluative process is built into the process to determine if the question has been satisfactorily addressed;
5) the process continues in this cyclical fashion until the researcher is satisfied with the results, and/or begins with a new issue.

1995-96: What was done?
In Year 1 of the projects a variety of topics were researched by practitioners from across Pennsylvania. Among the topics explored through the Pennsylvania Action Research Network (PA-ARN) (monographs of these projects are available through AdvancE):
- Building self-esteem through reading (Susan Cooper)
- How classroom tests affect students’ sense of progress (Kathleen Moon)
- Increasing the return of monthly progress reports (Debbie Thompson)
- Attendance and retention of Adult Basic Education students (Pat Scott)
- Increasing recruitment in the Gateway Project (Paige Thomas and Gail Campbell)
- Improving attendance of adult learners (Virginia Fetsko, Nancy Ott, and Lisa Walsh)
- Recruitment of ABE students through structured strategies (Gary Narbut and Joseph Mando)
- Implementing a portfolio system in the adult reading/writing classroom (Karen Tuminello)
- Learner retention action plan (Lisa Schmalzried)
- Increasing vocabulary levels of deaf (Patricia Palinsco)
- Improving retention and resolving personal problems by instituting a regularly scheduled student support group (Nicole Despines)
- Increasing students critical reading (Monica McAghon)
- Linking adult education programs to post-secondary institutions (Barbara Kroh)
- Utilizing alternative assessment tools with individuals having developmental challenges (Joy Zamierowski)

Among the topics explored through the Pennsylvania Adult Literacy Practitioner Inquiry Network (PALPIN) were:
- What does discovery learning look like in my class?
- What will happen when I try to implement a program-wide inquiry project as staff development?
- How are ESL students learning to read in a second language?
- How can a small learning group support reading growth for the lowest-level readers in a very large class?
- What happens when I try to implement a visual screening for use during intake/student orientation in a volunteer-driven
program?
- What happens when I try to get students to return to class after they dropped out?
- How do various stakeholders in a workplace literacy class perceive the benefits of the class?
- What happens when I implement small discussion groups focused on literature in my GED preparation class?
- How do I feel about having a learner-centered classroom and how do my students respond to this new approach?
- What happens when a process for adult learners to set and assess their monthly goals is implemented?
- What teaching strategies help make adult education studies more interesting to learners?
- What does community look like in my program, and how does it get built?
- What could we do to improve retention in our program?

Debbie Thompson, a participant in the PA-ARN project ("Increasing the return of monthly progress reports"), said: "The purpose was to see if by including students in the process (submitting monthly reports to area literacy coordinators), the rate of return of these reports would increase… It was my hope that with more student involvement, tutors would be more inclined to complete the reports and give them to their area coordinators. This in fact did happen. The project was conducted in three… areas and saw an overall increase, over a three-month period, of 25%.”

YOU are invited to participate!

If you are interested in finding solutions to problems in your practice and to enhancing the professional development of the field, your participation can be of great benefit to you. “How can I, specifically, benefit?” you may ask. Well, you will benefit by participating by:
- Receiving mentoring throughout the process.
- Receiving assistance in defining a problem in your setting around which the project will be conducted.
- Receive a Handbook in the PA-ARN project that will enhance your understanding of the process, and enable you to replicate later, too.
- Receive guidance and support from peers as you experiment with different problem-solving strategies.
- Receive up to $300 for completing a successful project.
- Help the field evolve professionally in Pennsylvania and, above all, help your students in new ways.

Coming Attractions

In 1996-1997 PA-ARN will be working in the Northwest, Southwest, and Central-Northeast Professional Development Center regions. Steps to participate in PA-ARN are easy:

**STEP 1:** Contact the PA-ARN office for registration form.
**STEP 2:** Get the approval of your project director.
**STEP 3:** Return approved form to the PA-ARN office.

- Receiving mentoring throughout the process.
- Receiving assistance in defining a problem in your setting around which the project will be conducted.
- Receive a Handbook in the PA-ARN project that will enhance your understanding of the process, and enable you to replicate later, too.
- Receive guidance and support from peers as you experiment with different problem-solving strategies.
- Receive up to $300 for completing a successful project.
- Help the field evolve professionally in Pennsylvania and, above all, help your students in new ways.

PA-ARN work will occur in the Southwest, Northwest, and Central-Northeast Professional Development Center regions. Steps to participate in PA-ARN are easy:

**STEP 1:** Contact the PA-ARN office for registration form.
**STEP 2:** Get the approval of your project director.
**STEP 3:** Return approved form to the PA-ARN office.

- Receiving mentoring throughout the process.
- Receiving assistance in defining a problem in your setting around which the project will be conducted.
- Receive a Handbook in the PA-ARN project that will enhance your understanding of the process, and enable you to replicate later, too.
- Receive guidance and support from peers as you experiment with different problem-solving strategies.
- Receive up to $300 for completing a successful project.
- Help the field evolve professionally in Pennsylvania and, above all, help your students in new ways.

**PALPIN**

Project Director Alisa Belzer, says, “PALPIN will provide several opportunities for practitioners from around the state to build professional community, generate new knowledge, improve practice, and do program development as they learn strategies for learning from practice in inquiry groups.”

To accomplish this, Alisa indicates that practitioners from all regions of the state will be invited to the Winter Inquiry Institute in Philadelphia. The Institute will occur over four days in late January, 1997. In addition to that opportunity, practitioners will be able to participate in workshops and meetings at the PAACE Mid-Winter Conference.

There will be ongoing inquiry groups in the Southeast, Central-Northeast, and South-Central Regions:

- Southeast Region: inquiry-based professional development through peer coaching, program-based practitioner inquiry groups (meeting regularly at the program site), and an online or face-to-face cross-program inquiry group (determined by participant location and telecommunications access).
- Central-Northeast: an online inquiry group.
- South-Central: a program-based-practitioner inquiry group.

“All groups will have leadership and facilitation provided by local practitioners who participated in PALPIN during the 1995-96 year,” Alisa adds.

For more information on PALPIN, contact your PDC coordinator or Alisa Belzer (215/898-8865 or belzera@dolphin.upenn.edu). Your project director and the PDC will need to OK your involvement in the project.
PA-ARN (The Pennsylvania Action Research Network) and PALPIN (The Pennsylvania Adult Literacy Practitioner Inquiry Network) are both several months into the second year of their work. They are working with groups and individuals across Pennsylvania. This issue of Action Update will report on the progress of these projects to date. In addition, there are some insights from several PA-ARN participants.

**News from ... Central-Northeast PDC**

Kathy Kalinosky is facilitating Action Research Training in this region. To accommodate the size of the territory, there are two groups projected at the present time. One group will meet in the western portion of the region, while the other meets in the eastern portion.

The actual training in each section of the region is being preceded by an Orientation Meeting. At this session, potential participants have an opportunity to learn about PA-ARN, as well as about the ideas and expectations of program participants. The first Orientation Meeting was held in the eastern sector of the region on Thursday, November 21, with ten people in attendance. The Orientation Meeting for the western sector will be held on Friday, December 6. There’s still room to join in the Central-Northeast.

**News from ... South-Central PDC**

Linda Ritchey is conducting Action Research Training in this region. An Action Research Training session was held in the region on Friday, November 8. The meeting was held at the Tuscarora Intermediate Unit #11 in McVeytown.

Linda has scheduled a further training session for the Chambersburg area on Tuesday, December 3. Details are available through the PDC office or from Linda. Anyone interested in participating in a PA-ARN project in the South-Central Region are invited to attend. For details call Linda (814/539-8637) or the PA-ARN Office.

In addition to these formal group meetings, Linda is available for small-group consultation. If you are interested in completing an Action Research Project in the South-Central Region but are unable to participate in group meetings, contact the PA-ARN Office.

**News from ... Southwest PDC**

Action Research Training in the Southwest Region is being conducted by Drucie Weirauch. Drucie held an Orientation Meeting at Goodwill Industries of Pittsburgh on Friday, November 8. It was attended by 24 literacy practitioners, representing seven pro-
News from a ... ‘Returnee’

In this second year of PA-ARN and PALPIN, there are a number of learners who have returned to do further research. One of them offers comments that help to illustrate the continuing value of this work for practitioners.

Joy Zamierowski from Erie writes: “I decided to become involved in a second year of Action Research for a few different reasons. The main reason was that after completing one project, I was not sure that I had the confidence to utilize the process of Action Research on my own. Also, I decided to become involved again because one of the instructors in our program wanted to try it, and I believed that she would be more comfortable if I were to complete the process with her. Finally, I found that I had learned a lot from the other action researchers by simply attending the meetings. It was interesting to learn how others were attempting to solve problems that were also problems in our program.

“Action Research provides practitioners the opportunity to discover ways to improve existing practices. The end result is not always what one hopes it will be; however, it is a learning experience.”

News from ... Conferences and Training Events

The word about Action Research and PA-ARN has been spreading through several programs in the past few months. In October Allan Quigley and David Fetterman presented a paper on Action Research: “Who Should Produce Knowledge? Variations on Practitioner Action Research for Adult Literacy,” at University Park at the Eastern Adult, Continuing, and Distance Education Research Conference. In early November, Allan was on a panel with Dr. Peter Jarvis and Dr. David Deschler at the Commission of Professors of Adult Education Annual Conference in Charlotte, North Carolina. The panel topic was “Trends and Issues in Research.” Allan shared details about the work of PA-ARN and PALPIN. In late November Allan Quigley, Marcia Anderson, and Debbie Thompson made a carousel presentation at the 12th Pennsylvania Adult Basic Education Conference in Mars, Pennsylvania. Their topic was “Why not join the Action Research family?” Participants from this were interested in the progress being made here. In addition PA-ARN will be looking to present sessions at the PAACE Midwinter Conference, as will PALPIN.

News from ... PALPIN

Regional inquiry groups have formed in the Central-Northeast and Southeast areas of the state. In Central-Northeast, the group had the first of four face-to-face meetings in early November. The group will participate in online journal groups for about two months, during which time participants will read current research literature on a variety of topics and respond to it in relationship to their own work experiences. Journal groups are being led by 1996 Winter Inquiry Institute participants in the region. By mid-January, they will move toward identifying an inquiry topic and will share data and collaborate on analysis online through the spring.

In the Southeast, participants from the 1995-96 PALPIN Region 6 Seminar will work as leaders in their region by facilitating inquiry groups based in their own or other programs. Program based, PALPIN encourages groups of practitioners in a program to identify a common theme or focus for inquiry.

In addition to these activities, plans are under way for the Winter Inquiry Institute to be held in Philadelphia on January 22-25. Applications, due December 13, are available from PDC Coordinators. Practitioners from all regions of the state are encouraged to participate. PALPIN also hopes to host two sessions at the PAACE Mid-Winter Conference. One will give interested practitioners from around the state an opportunity to gain hands-on experience doing an inquiry activity. The other will feature 1995-96 participants discussing their inquiry project findings.
Across the State and Beyond: Working to Improve Practice Through Action Research and Practitioner Inquiry

Over the months PA-ARN and PALPIN have been working to develop new knowledge and leadership in the field of adult literacy. Much of that work goes on quietly: trainers from each project working with practitioners from every corner of Pennsylvania to enable them to enhance their own work in their own contexts. In addition, though, PA-ARN and PALPIN leaders have been at work to influence practitioners who are not directly involved in either projects to broaden the impact of action research and practitioner inquiry.

Action Research Network at Midwinter Conference

This year at the Midwinter Conference in Hershey, current Pennsylvania Action Research Network (PA-ARN) team members Kathy Kalinosky, Allan Quigley, Drucie Weirauch, and Raiana Meares presented a panel, “Pennsylvania Action Research Network: What We Have Done, What We Have Learned, What the Future Promises.” They discussed the fact that there were 25 participants in three regions last year and 40 participants in four regions this year. Of the current participants, 30% in the two western regions participated in PA-ARN last year and have returned for either another cycle of their project from last year or a new project.

The PA-ARN panel also discussed their database, which remains a source of networking information for educators around the state. This newsletter, Action Update, was also discussed. It continues to be a source of information and updating for those across the state.

Those who attended this presentation also heard about some of what PA-ARN has been learning in its one and a half years of existence. They have learned that single researchers with minimal contact with a group of peers or a group leader seem to have trouble carrying a project through to completion. Interaction with others provides a source of accountability and support. PA-ARN has discovered the value of “mentor assistants”—persons who have been through one year of PA-ARN training and are providing support and assistance to this year’s participants.

For the future, the PA-ARN team is starting an internal study of the lasting effects of participation in action research—both on participants and their work and on programs and institutions. It is hoped that the future will also see the ability to be part of a system which will use the common findings from projects (such as repeated findings in retention projects), or the consistent findings in instructional approaches, to benefit practitioners across the field. Small studies are not suggesting wide generalizability from common findings, but those findings can be of help to those who want the benefit of what others have learned. Finally, the panelists stressed that through PA-ARN they have learned that people can help each other a lot in their work—more than they might have guessed at the beginning of the project.
PA-ARN Participants Network

To facilitate the sharing of problems and intervention techniques among PA-ARN participants statewide, a network of common issues has been established. Information from participants' Project Planners have provided themes related to adult literacy. These thematic issues have been categorized. This list and an updated directory were mailed to all PA-ARN participants and trainers in the four PA-ARN regions.

Since "shared knowledge" is one of the goals of PA-ARN, this thematic issues network will encourage communication among participants statewide during the course of their projects. The network will facilitate the consideration of issues such as shared problems, interventions, and data-collecting methods. The network will also complement the monographs, which disseminate findings at the end of the project year.

To date, the network has included all 1996-97 projects that had completed Planners, as well as those with completed monographs from 1995-96. The themes, and the number of projects from each year, include:

- Retention (97:8, 96:5)
- Student Outcomes (cognitive & affective) (97:4, 96:2)
- ESL (97:3, 96:1)
- Special Needs Students (97:1, 96:3)
- Recruitment (97:2, 96:1)
- Administrative (97:1, 96:1)
- Diagnosis & Student Placement (97:2)
- Incentives & Motivation (97:1, 96:1)

Action Research Book to be Published

Coming in May or June of 1997 Jossey-Bass will publish Creating Practical Knowledge: Problem-Posing and Problem-Solving Through Action Research. This book will be part of Jossey-Bass's New Directions for Continuing and Higher Education Series. Serving as co-editors are Allan Quigley and Gary Kuhne. Contributors include action researchers Kathleen Cegles, David Fetterman, Kathy Kalinosky, Reana Mearns, Linda Murphy, and Drucie Weirach, all discussing the projects they successfully completed in Pennsylvania.

In addition, the authors discuss the issues of research in the wider field of adult education and public education. The closing chapters constitute a discussion between John Peters of the University of Tennessee, known for his participatory research work with the Highlander Folk School, and the editors on action research. It promises to be a helpful, engaging addition to the field.

PALPIN at Midwinter Conference

The Pennsylvania Adult Literacy Practitioner Inquiry Network (PALPIN) participated in the Adult Education Midwinter Conference in two ways. A pre-conference session was held for all current and past PALPIN participants from around the state to meet each other, hear about each other's work, and share experiences and findings from practitioner inquiry projects. Current participants received feedback on their inquiry questions, which they are now in the process of articulating. This session was used to look collaboratively at some data from one participant's inquiry project. The future of PALPIN was discussed as well. One central challenge that the group identified is maintaining the benefits of face-to-face contact as participants work together over greater and greater distances. This separation has meant fewer opportunities to work together. Although PALPIN is experimenting with telecommunications (i.e., e-mail) as a partial alternative, those who are using it now agree that there is a need to work at making it a more effective substitute for being together.

PALPIN also facilitated a concurrent session by offering a hands-on inquiry experience, aimed at those who are uninitiated to practitioner inquiry (although several past and current participants attended). After providing some background on PALPIN and definition information on "practitioner inquiry," the bulk of the session was spent using a "structured conversation" (a frequently used inquiry strategy) to look at data from the classroom of Sandy Harrill, PALPIN facilitator. Participants commented that the experience of looking collaboratively and descriptively at Sandy's data had stimulated them to think about issues in their own work in new ways and also gave them a new strategy for working with colleagues.

A PALPIN RETURNEE SPEAKS

A returnee to the PALPIN Project this year, Kathy Gleockner, writes of her experiences and her reasons for returning:

"I am an instructor at Bradford County Action, an adult learning center in Towanda, PA. I've taught here four years, mostly in GED classes. I joined PALPIN last year because I was curious about practitioner inquiry and teacher research. I thoroughly enjoyed my participation last year at the Winter Institute in Philadelphia. Participation in PALPIN has given me a new way of looking at my students and myself. My project involved looking at GED classes and how change affected my students. I believe my research really helped me understand what my students were thinking and how they viewed class. I believe I am now better able to interact with my students and to individualize instruction.

"I chose to continue with PALPIN this year because Alisa [Alisa Belzer, PALPIN Director] offered me the opportunity to take a leadership role. I'm excited about sharing practitioner inquiry with other adult educators so that they may bring a new focus to their programs."
PA-ARN & PALPIN: 1996-97 FINAL REPORT

Action Research Network Completes Work in Four Regions

Since the fall of 1996, four staff developers with the Pennsylvania Action Research Network (PA-ARN) have been working with practitioners across the state in Action Research. They have been mentoring, and facilitating their groups as practitioners developed, implemented, and evaluated specific projects using action research. Finally, they have guided those who have completed projects in 1996-97 in the writing of monographs. The 1996-97 monographs are available through Advance and Professional Development Center Offices.

... in the Southwest Region
Drucie Weirauch facilitated the work of practitioners in the southwestern Pennsylvania counties. The nine completed monographs in the Southwest Region group are:
- Use of interviews and creative writing assignments to identify barriers and improve retention.
- Just-in-time training for volunteer tutors.
- Creating a process to evaluate the progress of ESL students' speaking skills using audiobooks.
- The effects of a problem-solving and goal-setting curriculum on student motivation.
- Increasing the number of potential recruits in the literacy program by formalizing policies in the orientation process.
- Improving student retention by concept maps and criterion-referenced testing.
- Using vocabulary building strategies to improve students' GED social studies and science skills.
- Researching Greater Pittsburgh Literacy Council's impact survey to encourage students to be more reflective about their experiences with the agency.
- Recruitment of ABE students in a corrections facility.

... in the South-Central Region
Linda Ritchey served as trainer for this region. Seven practitioners have completed action research projects and monographs. Projects from South-Central include:
- Effectiveness of offering additional classes to increase student retention.
- Motivating students to complete the GATB through workshop participation.
- Promoting job readiness in county jail inmates through self-awareness.
- How adult students respond to optional and additional class time.
- Improving self-esteem of minority students.
- Illiteracy's impact on patient education and compliance.
- Increasing the use of the computer lab for literacy, GED, and ESL students.

... in the Northwest Region
Trainer David Fetterman guided the work of action researchers in this region. The following six projects and monographs have been completed in the Northwest Region:
- Learner retention action plan.
ACTION RESEARCH IMPACT STUDY COMPLETED

In April 1997, Debbie Doyle, the Action Research Network Project Assistant, conducted a study of those who participated in the Pennsylvania Action Research Network and completed their projects in 1995-1996. The goal of the study was to gauge the impact of participation in action research on practitioners' work and on their institutions. Both participants and their supervisors were interviewed by telephone. A total of 16 participant-respondents participated in the study. Of those 16, 15 (94%) responded that after participating in action research they now look at problems in a more systematic way. Further, 15 (94%) also stated that, as a result of participation in action research, they now have better problem-solving strategies. Of the seven supervisors interviewed, 100% said they would allocate funding for action research in the future. A total of 57% saw an attitude change, 57% saw a behavior change in their staff who had participated, and 56% saw a lasting impact on their institution.

Action research is a method of organized problem posing and problem solving. It is intended to help practitioners to systematically analyze and solve specific problems and issues confronting them in their individual practice and/or that of the organizations in which they work. It is also hoped that utilizing the process of action research will enable the practitioner to view problems and their solutions in a more systematic way. This recent impact study of 1995-96 PA-ARN participants is important data suggesting that those goals are being accomplished. Complete results of this study are available from the Action Research Network Office.
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**For more information please contact your regional PDC.**
Pennsylvania's Professional Development Centers (PDCs) offer a comprehensive professional development program providing technical assistance and ongoing support to adult education programs throughout the Commonwealth. Each PDC fosters a network of adult education professionals throughout its region of the state as they pursue professional growth within adult education. In accordance with the Guiding Principles for the Professional Development of Adult Education Practitioners, the PDCs model an adult learning culture which encourages and facilitates self-reflective and creative learning on the part of adult participants.

A Professional Development Center (PDC) in each of six regions:

Services to agencies include:
- Practitioner Research Support
- Customized Training
- Technology Support
- Observation/Feedback

Technical assistance with:
- Program Improvement Plans
- Practitioner Needs Analyses
- Agency Technology Plans

The PDCs serve the staff of adult education programs funded by the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education.

Staff may include:
- Administrators
- Counselors
- Supervisors
- Instructors
- Office Support Staff Members
- Teacher's Aides
- Tutor Trainers
- Volunteer Tutors
A catalog of all sorts of materials for your Adult Basic and Literacy Education program, available at no charge!

Tana Reiff, Editor
A catalog of all sorts of materials for your Adult Basic and Literacy Education program, available at no charge!

Tana Reiff, Editor
FREEBIES FOR ABLE®

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*ABLE is the acronym for Adult Basic and Literacy Education.

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Nearly four years ago, we published the first-ever Freebies for ABLE. It was a big hit with adult basic and literacy educators in Pennsylvania and beyond. Since that time, materials budgets have remained tight, as teachers and tutors not only continue to sight their scopes for anything good and free but also find ever more merit in working with realia—the materials of real life. Many of the resources listed in the 1993 edition of Freebies are no longer available, and many new ones have become available. And, while most of us had never even heard of the Internet in 1993, many of us are now finding it an indispensable resource for adult education.

So, the time was quite nigh for a new edition of Freebies, and here it is!

We started our search for freebies practically from scratch. We recontacted the organizations and companies who had items listed in the 1993 edition. We asked Cheryl Harmon to list materials that are currently available from AdvancE. We also collected leads on other freebies from magazines, newspapers, and television, tucking the information into a file folder over the years. We located several other catalogs of free things (gee, other people have had the same good idea!) and culled them for anything that might be appropriate for adult learners. Even a publication in the waiting room of a dentist's office produced some good sources. And, to be sure, there's plenty more out there that we don't know about.

We asked each source for samples of the freebies they were offering, then reviewed each item to determine its potential usefulness and appropriateness for ABLE programs. The following pages are the result of that search-and-review process. We think you'll find a lot to choose from!

A few things to keep in mind as you use this catalog:

• The first criterion for inclusion was that the item had to be free. Many, many more materials are available at minimal charge. Everything in Freebies for ABLE had to be FREE.

• There's no guarantee that the resources listed here are still available. Some will not be. In some cases, specific offerings change from time to time, but the source may be offering something else instead.

• Not everything is for everyone. But there's probably at least something for everyone in your ABLE program.

• Please follow the ordering instructions to the letter. If the source's “order preference” (preference) is to call an 800 number, even if an address is included in the listing. If the source is honoring “individual requests only,” please don't ask for classroom quantities.

• Order directly from the source. AdvancE has on file one copy of each of the items listed, for review purposes only. Several other materials are listed as available from AdvancE or WPALRC. Otherwise, the State Literacy Resource Centers, the Bureau of Adult Basic and Literacy Education, and Project AXIS are not distributors of the materials listed here.

• Many of the resources have a commercial angle. If we felt the angle was too commercial, we didn't list the item. The private sources in particular may have an agenda to promote. Use this as a lesson in critical reading skills!

• Students can often do their own ordering. Having adult learners be responsible for obtaining materials of interest to them as individuals or groups, perhaps with your assistance, is a valuable activity in itself.

Enjoy Freebies for ABLE!
—Tana Reiff
Project Coordinator/Editor
For those materials that are not necessarily designed for classroom use, here are some tips for creating valuable lessons from the materials you’ve gathered.

**Help students to:**
- Share what they know about the topic before and then after reading the brochure.
- Rewrite brochures into shorter, easier-to-understand sentences.
- Identify key words.
- Identify the main idea of a whole brochure, section, or single paragraph.
- Discuss as a group issues presented in the brochure.
- Write individual reactions to the material.
- Read for specific details you have listed.
- Locate answers to specific questions about the material.
- Figure out unknown words by using context.
- Read a section, then paraphrase it orally.
- Report on how they have applied ideas from the material.
- Create similar materials related to your program: write and publish a student orientation guide; tips for taking the GED gathered from those who “have been there”; a booklet of student writings; information gathered on a topic of interest; or a publicity brochure for your program.

For more ideas, borrow *A Field Guide for Literacy*, by Jane W. Ditmars, from your SLRC. It is packed with step-by-step curriculum ideas for teaching adult basic education and literacy students using real-life materials.

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### ABOUT THE LISTINGS

Each listing contains a brief description of the material being offered and:

- **Publication number**, if relevant
- **Publication date**, if available
- **Number of pages**, if relevant
- **Rdg lev** (reading level):
  - low = very controlled
  - med = somewhat controlled
  - general = not controlled

**Order pref**: Orders are preferred to be received by phone, fax, mail, e-mail, etc.

**SASE** means to enclose a stamped, self-addressed #10 business-size envelope.

**Quantity limits**: individual requests only, small quantities, or classroom quantities available (sometimes limited)

**Source/contact info**

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### CIC = CONSUMER INFORMATION CENTER

Our federal tax dollars help support the Consumer Information Center, a clearinghouse and fulfillment house for free and low-cost information on a wide variety of practical topics, based in Pueblo, Colorado. If you are in the market for free stuff, this is your first stop.

The good news is that CIC now has a splendid site on the *World Wide Web*. The complete current catalog is available there, along with full text of all the publications, some of which are also presented in HTML and/or PDF format. You can’t order online, but you can print out an order form and mail or fax it in.

The bad news is that an increasing number of CIC’s offerings are not quite free. Even the free items require a $1 fee for up to 25 titles. Still, this is an unbeatable central source.

At no charge, you can order classroom quantities of the Consumer Information Catalog, also in Spanish as *Lista de publicaciones federales en español para el consumidor*. Or subscribe to the quarterly catalog in quantities of 20 or more.

Check out the Web site at [www.pueblo.gsa.gov](http://www.pueblo.gsa.gov). Or send for a free catalog to Consumer Information Center, Pueblo, CO 81002.

Burn Prevention Tips. Illustrated color booklet, 26pp., pub: 1995, rdg lev: med, and small burn prevention tips card. Also, lots of information on Shriners Hospitals. Order pref: mail or phone. Classroom quantities available; no limit. Shriners Hospitals, Public Relations Dept., PO Box 31356, Tampa, FL 33631-3356, (813) 281-0300.


Change Their Own Motor Oil and Oil Filters” is a fold-out brochure describing nine steps for changing oil and how to recycle the oil and filter. Produced by Pennzoil for the U.S. Environmental Protection Agency. Rdg lev: med. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.


Child Care Checklist. “Finding Good Child Care: The Essential Questions to Ask When Seeking Quality Care for Your Child.” A thorough overview of what to look for in family day care and child care centers.
**Family Talk About Drinking.** Free video and brochures, “How to Talk to Your Kids About Drinking … A Parent’s Guide” and “Drinking and Driving Guide.” Brochures also available in Spanish as “Guia Para Padres” and “Manejar Después de Haber Tomado.” Note on video says: “The information in this video and in the ‘Family Talk About Drinking’ Guides is based on input from the Family Talk Advisory Panel, a group of nationally recognized, independent authorities in the area of child psychology, family counseling and alcohol treatment.” Pub: 1993. Rdg lev: med. Order pref: mail, as kit or individual items; up to 5 copies free and one video free with each order. Anheuser-Busch Companies, Inc., c/o SFM Marketing, Inc., 16333 Westwoods Business Park, Ellisville, MO 63021.

**Fingerfood Cookbook.** “Fingerman’s® Fingerfood Favorites” contains simple recipes, plus a coupon for Ziploc® bags. 16pp., color. DowBrands, PO Box 78980, New Augusta, IN 46278.

**Food Safety.** “Keep Your Food Safe,” colorful, illustrated booklet, 20pp, rdg lev: low. “How Hector Got Sick,” cartoon story in English and Spanish, with poster in Spanish on back. Order pref: fax (202) 720-9063 or mail. Classroom quantities up to 300cc, more if needed. Also, an information hotline, (800) 535-4555. USDA/FSIS, Food Safety Education Office, Room 1180, South Bldg., Washington, DC 20250.
Growing Up Drug Free. Substitled “A Parent’s Guide to Pre- vention,” this is a must-have. Clearly written, attractively presented information, including specific pointers and activities for dealing with drug, alcohol, and tobacco issues with children of various ages, from kindergarten through grade 12. Contains color photographs of drugs and a thorough list of additional resources in back of book. 52pp. Rdg lev: med. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.


Healthy Kids Magazine. Published by the American Academy of Pediatrics, offers parent children from birth to age 10 important information on child health. Free copies are available at pediatricians’ offices.

Life Advice. A series of colorful brochures, featuring Peanuts comic strip characters, on issues including: “Getting Married,” “Becoming a Parent,” “Your Child’s First Day of School,” “Going Away to College,” “Divorce,” “Life Insurance,” “Coping with the Loss of a Spouse,” “Dealing with Disability,” “Disability Insurance,” “Coping with a Major Illness,” “Caring for Your Aging Parents,” “Choosing a Physician,” “Health Insurance,” “Nursing Homes,” “Long-Term Care,” and “Re-entering the Workforce.” See also the listing under Numeracy & Money for additional titles in this series. Order pref: mail. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002. Also available directly from MetLife by calling (800) METLIFE (638-5433) or at www.lifeadvice.com.

Medicating Kids. “Kids Aren’t Just Small Adults: Medicines, Children and the Care Every Child Deserves” is a fold-out poster headed “Important Information About Giving Nonprescription Medicine to Your Children.” Produced by the FDA and the Nonprescription Drug Manufacturers Association, 1150 Connecticut Ave., NW, Washington, DC 20857. Available through CIC. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.

National Consumers League. Free information on this nonprofit organization’s services and publications, many of which are free to members. Topics include: AIDS, Pap test, food and drug interactions, food safety, consumer credit, insurance, en-

Parent Resource Guide. Catalog of books, brochures, charts, videos, and software produced or endorsed by the American Academy of Pediatrics. Order pref: phone, fax, or mail. Also, extensive list of free brochures on many parenting and health topics, available free for SASE, one brochure per request. AAP Publications, PO Box 927, Elk Grove Village, IL 60009-0927, (800) 228-5005, fax (847) 228-1281.

Politically Correct Shopping. "Take Me Shopping" research report, a 6-panel chart rating a variety of common household products in areas such as environmental impact, animal testing, workplace issues, minority advancement in the company, etc. Rdg lev: gen. Order pref: mail. Classroom quantities available; no limit. Council on Economic Priorities, 30 Irving Place, New York, NY 10003.


Strawberries. "Berry Facts," "A Guide to Folic Acid" (including recipes) "The Easy Way to 5 a Day," and a nutrition lesson plan with emphasis on strawberries and more recipes. Rdg lev: med. Order pref: written request (postcard or letter). Individual requests or classroom quantities up to 30cc of "5 a Day" + 1 lesson plan. California Strawberry Commission, PO Box 269, Watsonville, CA 95077-0269.

Alcohol and Drugs. National Clearinghouse for Alcohol and Drug Information Catalog is a must-have—packed with free materials for every purpose and very low-cost videos. Too numerous to describe everything, but outstanding materials in sample packet included: “The typical alcoholic American” poster; “Keeping Youth Drug-Free” booklet, with “reality check” activities; “We Have Better Things to Do Than Drugs” decal; “Alcohol: We’re not buying it!” postcard; “Quick List: Ten Steps to a Drug-Free Future” brochure; and “Using Your Medicines Wisely: A Guide for the Elderly” booklet in large print, with “Passport to Good Health Care” insert. Order pref: none. National Clearinghouse for Alcohol and Drug Information, PO Box 2345, Rockville, MD 20847-2345, (800) 729-6686.

Asthma and Allergy. Packet of information on managing asthma and allergies, including list of other resources for purchase. Rdg lev: med. Order pref: call (800) 727-8462. Individual requests only. Asthma and Allergy Foundation of America, 1125 15th St., NW, Suite 502, Washington, DC 20005.


pref: call (800) 516-3725. Individual requests only. Merck & Co., Inc., PO Box 14902, Research Triangle Park, NC 27709-4902.

**Cystic Fibrosis.** "Commitment" newsletter on CF research, organization activities, legislative issues, etc. Rdg lev: gen. Order pref: call (800) 344-4823. Individual requests only. Cystic Fibrosis Foundation, 6931 Arlington Rd., Bethesda, MD 20814.

**Disabilities in Children and Youth.** Free list of Pennsylvania state resources for persons with disabilities and catalog of publications, many of which are free up to 10cc. Free items include "Parenting a Child with Special Needs," "Parent's Guide to Accessing Programs for Infants, Toddlers, Preschoolers w/ Disabilities," "Questions Often Asked About Special Education Services," and fact sheets on autism, cerebral palsy, deafness and hearing loss, Down Syndrome, emotional disturbance, epilepsy, learning disabilities, mental retardation, severe and/or multiple disabilities, speech and language impairments, spina bifida, visual impairments, traumatic brain injury, and attention deficit disorder. Most in English or Spanish. Publications available in alternative format on request. Full text of publications available through Gopher link from Web site. Order pref: order form in catalog, phone, fax, e-mail. National Information Center for Children and Youth with Disabilities, PO Box 1492, Washington, DC 20013-1492, (800) 695-0285 (voice/TT). E-mail: nichcy@aed.org. URL: www.aed.org/nichcy.

Visit the Web site of the National Information Center for Children and Youth with Disabilities at: www.aed.org/nichcy

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**FDA Consumer Magazine Reprints.** A wide array of article topics is available through CIC in the form of 8.5" x 11" pamphlets. Sample titles, with CIC publication numbers: "An FDA Guide to Choosing Medical Treatments" (#537), "Making It Easier to Read Prescrip-
HEALTH (continued)


**Health Guides.** Currently six titles in series: “What You Need to Know About Heart Attacks,” “What You Need to Know About Breast Cancer,” “What You Need to Know About Stroke,” “Every Woman’s Health in Menopause and Beyond,” “Learning About Your Prostate Can Save Your Life,” and “New Hope for Depression and Other Mental Illnesses.” A variety of therapies are described, with slight bent toward drug therapy. Very readable and attractive. 8pp each. Rdg lev: med. Order pref: single copies and order forms for large quantities through WPAIRC, (800) 446-5607, ext. 216. “Shoeboxes” of 500 each title through America’s Pharmaceutical Research Companies, 1100 Fifteenth St. NW, Washington, DC 20005-1797, (800) 862-4110, www.phrma.org.


Reye’s Syndrome. “Because You Need to Know” brochure on this disease that affects the liver and brain, associated with the use of aspirin. Rdg lev: med.

Order pref: call (800) 233-7393. Individual requests only. National Reye’s Syndrome Foundation, 426 N. Lewis, Bryan, OH 43506. E-mail: reyessyn@bright.net. URL: www.bright.net/~reyessyn.


Sleep. Attractive, colorful brochures: “The Nature of Sleep,” “When You Can’t Sleep: ABCs of ZZZs,” “Sleep and the Traveler,” “Wake Up!” (drowsiness while driv-

Why Do You Smoke? A short test from the National Cancer Institute to help individuals understand reasons for smoking and the best way to quit. Rdg lev: general (but worth a try for any smoker!). Pub. #533. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.
College Financing. “Paying for College” (24pp, pub: 1995, pub #589) is a worksheet for estimating college expenses and how to finance them through savings, financial aid, loans, grants, and work-study. “Direct Student Loan Consolidation” (16pp., pub: 1996, pub #509) explains how to consolidate federal student loans into a single Direct Loan Account. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.


Money, Banks, Finance. Seven catchy comic books: “A Penny Saved ... Why and How We Save, and How Saving Helps the U.S. Economy”; “Once Upon a Dime” (basic economics, with accompanying free video which we have not previewed); “The Story of Banks”; “The Story of Checks and Electronic Payments”; “The Story of Money”;

Metric System. A nifty learning kit, including: “All About Metric” booklet (18pp); “A Brief History of Measurement Systems” (SP304a) brochure/poster; metric conversion wallet card (SP365); Metric Measures Up Ruler (SP376); and “The United States and the Metric System” (LC1136) loose sheets. Order pref: mail, fax, e-mail. Classroom quantities available. They have developed an optional special order form for us, available from AdvancE. Metric Program/ABLE Kit, National Institute of Standards & Technology, Bldg. 820 Room 306, Gaithersburg, MD 20899, (301) 975-3690, fax (301) 948-1416. E-mail: metric_prg@nist.gov.
Air Travel. “Fly Smart” (2pp, pub: 1994, pub #572) lists 30 things one can do to help make a flight safer. Includes a passenger checklist. “New Horizons for the Air Traveler with a Disability” (33pp, pub: 1995, pub #573) describes accommodations, facilities, and services that are required to be available and accessible. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.


Fishing and Boating. Pamphlets on a variety of topics, including trout/bass/muskie/walleye fishing, rivers and lakes, ice fishing, drinking and boating, shad restoration, and boat owning. Free up to 3 copies per order. Also, a number of wall charts and books at low cost. Order pref: request order form. Pennsylvania Fish and Boat Commission, PO Box 67000, Harrisburg, PA 17106-7000.

Gettysburg. Gettysburg information booklet tells the story of the famous Battle of Gettysburg, lists tourist attractions, and includes lots of photos and a tour map. Also includes an offer for a free poster. 64pp. Order pref: mail. Classroom quantities available. Gettysburg Convention & Visitors Bureau, Dept. 703, 35 Carlisle St., Gettysburg, PA 17325-1899.

Pennsylvania State Museums. “The Pennsylvania Trail of History” is a guide, with map, to historic sites and museums in this state. Also, free publications catalog is packed with titles on every imaginable aspect of Pennsylvania history, though these are not free. Order pref: mail or phone. Classroom quantities available. Pennsylvania
Pennsylvania Wildlife. An array of free publications for those who enjoy hunting or the outdoors. Offerings include Wildlife Notes on a long list of indigenous animals, along with pamphlets on topics including birds and mammals, hunting, deer and bear harvest map, building birdhouses and duck nesting boxes, poison ivy, poisonous plants, venison, and a wildlife crossword puzzle. Rdg lev: varies. Order pref: mail. Single copies are free; classroom quantities may entail a small charge. You might want to see the “Educational Publications & Merchandise” brochure and order form first. Pennsylvania Game Commission, Dept. MS, 2001 Elmerton Ave., Harrisburg, PA 17110-9797.


Shoes. A Study of Shoemaking is kit of educational materials ... “Shoes from Idea to Packing Room” is a poster showing how shoes are made, step by step. Rdg lev: med. “Shoes of Yesterday” is a fascinating booklet about the history of shoes and shoes of various cultures. Also, a brochure on the history of Buster Brown shoes. Rdg lev: gen (print’s a bit small, too). Order pref: mail. Brown Shoe Company, 8300 Maryland Ave., St. Louis, MO 63105.

Stamp Collecting. “Introduction to Stamp Collecting” is a colorful overview of postage stamps including how to begin collecting them; a glossary; and a list of museums, organizations, publications, and other resources, with lots of photos. Pub: 1994. 32pp. Rdg lev: med. Available at local Post Offices. Certain Post Offices are designated as philatelic centers; they can offer more information and services on stamp collecting.

**Pennsylvania Wildlife.** See listing under Recreation.

**Recycling Motor Oil.** See listing under Home and Family.


**Energy Conservation.** Conservation package includes print information on renewable energy, saving energy at home, classroom conservation activities, etc., plus quiz and reading list. Rdg lev: med. Order pref: mail, phone, fax, Internet. Sharron Brown, EREC (Energy Efficiency and Renewable Energy Clearinghouse), PO Box 3048, Merrifield, VA 22116, (800) 363-3732 (9am-7pm EST), fax (703) 893-0400, TDD (800) 273-2957. URL: www.eren.doe.gov; contains links to many related resources.

**Litter and the Environment.** Keep America Beautiful Month poster with ideas and activities. Also, brochures “Take Care of America,” “Tips for Preventing Litter in Your Community,” and “What Can You Do?” plus a catalog of other items. Rdg lev: med.


**Why Save Endangered Species?**

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**FREEBIES FOR ABLE**

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S o see the country’s most wanted criminals, and much more, at the FBI’s Web site: www.fbi.gov

Medicare Information. “Guide to Health Insurance for People with Medicare” (38pp, pub: 1995, pub #513); “Medicare Covers Mammograms” (5pp., pub: 1995, pub #514); and “Medicare Pays for Flu Shots” (2pp., pub: 1994, pub. #591 are three publications from the Health Care Finance Administration (HCFA) that are available through CIC. “The Medicare Handbook” (30pp, pub: 1996, pub. #116) costs $2.25. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.

Social Security Information. “Your Social Security Number” (2pp, pub: 1994, pub. #511); “Request for Earnings and Benefit Estimate Statement” (3pp, pub: 1994, pub. #515); and “Social Security: Understanding the Benefits” (40pp, pub: 1996, pub. #517) are three Social Security Administration publications available through CIC. Completing “Request for Earnings” would make a particularly good classroom activity. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.


Assessment Instruments. Actual, usable student forms and test administrator’s guidelines available for The Official GED Practice Tests (also in Spanish), ETS Tests of Applied Literacy Skills, Basic English Skills Test (ESL), Adult Language Assessment Scale, Tests of Adult Basic Education (TABE), Adult Placement Indicator, Woodcock-Johnson Reading Achievement and Tests of Cognitive Ability, and others. Order pref: Advance, (800) 992-2283.

Copyright Office Publications. Four items of particular interest to educators: “Reproduction of Copyrighted Works by Educators and Librarians” (Circular 21) details copyright law as applied to classroom use of copyrighted materials. “Have a Question About Copyright Registration?” answers the most frequently asked questions. “What’s New Online at the U.S. Copyright Office” lists their announcements, forms, files, and publications available online and by fax. “New Short Forms Now Available” helps determine which form to send for to register a copyright. Order pref: variety. Copyright Office, Library of Congress, Washington, DC 20559-6000, (202) 707-3000, TTY (202) 707-6737. URL: lcweb.loc.gov/copyright, providing lots of information and a link to the Library of Congress.

ERIC Resources. For adult educators, ERIC offers its Digests, Myths and Realities, Keys, Trends and Issues Alerts, and Practice Application Briefs at no charge. These are excellent resources for keeping up-to-date in the field. Order pref: mail or e-mail; SASE requested. May order up to 15 titles at once and material may be duplicated. Start with the list of ERIC No-Cost Resources. Some full-text materials available online. ERIC Clearinghouse on Adult, Career, and Vocational Education, 1900 Kenny Rd., Columbus, OH 43210-1090, (800) 848-4815. E-mail: wagner.6@oas.edu or
Focus Bulletins. Newsletter reviewing exemplary Section 353 projects from Pennsylvania and other states. Order pref: mail or fax for free subscription; back issues through Advance, (800) 992-2283. Individual subscription requests only. Sherry Royce, Editor, Focus Publications, 1938 Crooked Oak Dr., Lancaster, PA 17601, fax (717) 560-9903.


GED Information. Information Bulletin on the Tests of General Educational Development provides an overview of the GED testing program for potential candidates, along with sample questions for each section of tests, test-taking strategies, phone numbers for state administrators, and an order form for taking the Official GED Practice Tests at home. 16pp. Rdg lev: med. Order pref: mail, phone, or fax. May also read online or download at www.pueblo.gsa.gov. CIC, PO Box 100, Pueblo, CO 81002, (719) 948-4000, fax (719) 948-9724.

NCLE Publications. For adult literacy and ESL educators, the National Clearinghouse for ESL Literacy Education offers relevant ERIC Digests and Annotated Bibliographies at no charge. These are excellent resources for keeping up-to-date in the field. Order pref: mail or e-mail. Quantities up to 10cc. Start with publications list. NCLE, Center for Applied Linguistics, 1118 22nd St. NW, Washington, DC 20037. E-mail: ncle@cal.org. URL: www.cal.org/cal/html/ncle.htm.


OERI Bulletin. Quarterly newsletter of the U.S. Department of Education, Office of Educational Research and Improvement, reports on research and publi-
cations at all levels of education. Order pref: mail. OERI Bulletin, Outreach and Customer Services Division, 555 New Jersey Ave. NW, Washington, DC 20208-5570.

**PAACE Publications.** Join your state professional organization, the Pennsylvania Association for Adult Continuing Education, and receive a free subscription to *PAACE News* and *PAACE Journal of Lifelong Learning*. Order pref: mail. PAACE, PO Box 3796, Harrisburg, PA 17105-3796. E-mail: jylmsl@aol.com.


**Report on Literacy Programs.** Free sample issue of "The Bi-weekly Newsletter on Basic Skills Training and Workplace Literacy." Reports on a variety of topics and issues related to adult literacy programming and instruction. (Annual subscription, 25 issues, is $220.) Order pref: phone or fax. Report on Literacy Programs, 951 Pershing Dr., Silver Spring, MD 20910-4464, (800) 274-6737, fax (301) 589-8493.

**Pennsylvania Government Web Sites**

The main World Wide Web site for the Commonwealth of Pennsylvania, which includes pages for government, services, a visitors' guide, education, and technology, is: [www.state.pa.us/](http://www.state.pa.us/)

**Success Stories.** Annual compilations of personal stories of the ten Outstanding Students of the Year honored by the Bureau of ABLE each year. Photos and touching tales make these applicable for motivational classroom use as well as public awareness tool. Request through AdvancE, (800) 992-2283.

**Teaching Adults Videos.** "An Introduction to Teaching Adults" is a video series designed for teachers new to the adult education profession. Although there is a charge for the videos and accompanying print materials, "Introduction to Series" is a free print overview. Other priced materials are also offered through this source. Order pref: none. City School District of Albany, Albany Educational TV, 27 Western Ave., Albany, NY 12203, fax (518) 462-7104.

Practically every business, organization, and agency offers some sort of print material to the general public. Many make excellent real-life curriculum materials for ABLE, and the sources are usually happy to provide multiple copies for educational purposes. You'll find many brochures and forms on display racks, yours for the taking. If not, ask for what you need—but beware of high reading levels on some materials.

Here is a starter list of what to find where.

**Auto Club**
- car child-safety brochures
- maps (free to club members)
- travel brochures

**Bank**
- checking account applications
- deposit slips
- loan applications
- sample bank statements
- sample checks and registers
- savings account applications

**County Courthouse (or other municipal offices)**
- application for copy of birth record
- hunting and fishing applications
- recycling information
- voter registration form

**County Extension Service**
- budget form
- gardening information
- home economics information

**Department of Public Welfare Office**
- benefit application
- food stamps application

**Employers**
- employment applications
- paycheck stubs

**Health Agencies**
- informational brochures

**Home (yours or students’)**
- books
- cookbooks
- games
- greeting cards
- “junk mail”
- magazines
- product containers/labels
- product instructions
- rulers, measuring cups, food scales
- sewing patterns
- telephone directories
- tools
- warranties

**Hotels, Motels, Visitors Bureau, Chamber of Commerce, Travel Agencies**
- promotional materials
- tourist maps
- travel brochures on local points of interest

**Insurance Agencies**
- brochures on various types of insurance
- insurance applications

**Internal Revenue Service**
- filing requirements
- tax forms
- withholding exemption certificates

**Library**
- activity bulletins
- business information
- family literacy information
- library card applications

**Magazines**
- advertisements
- articles
- subscription cards

**Make-It-Yourself**
- flashcards
- games: word bingo, crosswords, word searches, anagrams, lotto, matching card games, math tic-tac-toe signs, street signs
- worksheets to go with specific materials

**Medical Offices, Hospitals, Pharmacies**
- appointment cards
- child safety pamphlets
- health information pamphlets
- home emergency charts
- insurance forms
- “Mr. Yuk” and other poison-control stickers
- patient data forms
- prescription information

**Newspapers**
- advertisements (esp. grocery ads for math activities)
- advice columns (students write the answers)
- calendars of events
- comics
employment want-ads (as starter for writing letters and resumes)
entertainment ads
horoscope
news articles and op-ed pages
obituaries (then write their own)
other classified sections
special supplications (often available free in quantity to schools after initial run)
sports pages
TV listings
weather maps

**PennDOT (Department of Transportation)**
(Automated information line: (800) 932-4600 in PA)
automobile registration form
change of care title form
driver’s license application
driver’s manual (includes road signs)

**Police Department**
child ID cards
crime prevention brochures
Neighborhood Watch information

**Post Office**
change-of-address forms
passport applications
stamp collecting materials
stamps-by-mail forms

**Public Transportation Stations**
bus/train schedules
information on ticket purchase plans
travel brochures

**Schools**
athletic schedules
events fliers
parent handbook
parenting information
PTA information

**Social Security Office**
application for a Social Security number
benefits applications
general information brochures

**State Job Center**
Unemployment Compensation application
withholding exemption application
various job applications

**Stores/Shops**
catalogs
credit applications
mall map
order forms
plant tips (@garden centers)
product literature
promotional items: calendars (in Dec.), yardsticks (hardware store), keychains, datebooks, magnets, etc.
recipes
sales receipts and slips
sales tax charts
top 40 song lists

**Telephone Company**
phone/address booklets
telephone directories

**Utility Companies**
consumer brochures
sample utility bills
usage guidelines

**Other Freebies Catalogs**


Many of the items listed in the above books require sending up to $1 with orders.

We also reviewed three books listing “free stuff on the Internet.” In testing some of the addresses, we found many of them defunct, even though the books had 1995 copyrights. Further, most of the “free stuff” was free information, not free things. Check at a bookstore to see if any of the available books meet your needs.
Many useful materials are most accessible through the local offices of state or national organizations and agencies. Some may also provide free speakers for your program. Here is a partial list of such offices. Space is provided to jot down their local phone numbers.

AIDS Organization (name varies)

American Cancer Society

American Lung Association

American Red Cross

Community Action Agency

Consumer Protection

Cystic Fibrosis Foundation

Diabetes Foundation

Drug and Alcohol Program

Drug and Alcohol Program

Easter Seals

Internal Revenue Service

Kidney Foundation

March of Dimes

Mental Health/Mental Retardation

Multiple Sclerosis Society

Muscular Dystrophy Association

National Kidney Foundation

Planned Parenthood

PTA/PTO

Rape Crisis Center (name varies)

SCORE (Service Corps of Retired Executives—business counseling)

Social Security Administration

Spina Bifida Association

State Police

United Way

Urban League

Veterans Administration

Volunteers in Aid of Sickle Cell Anemia

Well Baby Program

WIC Program (Women, Infants & Children food supplements)

Other:
Your State Literacy Resource Centers (SLRCs) and regional Professional Development Centers (PDCs) are well stocked with professional and curriculum materials. They exist for your benefit!

**SLRCs:**

**Advance**
PDE Resource Center
333 Market St., 11th Fl.
Harrisburg, PA 17126-0333
Cheryl Harmon, Resource Spec.
Phone: (800) 992-2283 in PA, (717) 783-9192
Fax: (717) 783-5420
E-mail: harmon@shrsys.hslc.org

**Western PA Adult Literacy Resource Center (WPALRC)**
5347 William Flynn Hwy. Rt 8
Gibsonia, PA 15044-9644
Christine Kemp, Resource Spec.
Phone: (800) 446-5607, ext. 216 in PA; (412) 961-0294, ext. 216
Fax: (412) 443-1310
E-mail: wpalrc@pgh.nauticom.net

**PDCs:**

**Northwest PDC**
Armstrong, Beaver, Butler, Cameron, Clarion, Crawford, Elk, Erie, Forest, Indiana, Jefferson, Lawrence, McKean, Mercer, Potter, Venango, Warren
Richard Gacka, Director
Bootsie Barbour, Coordinator
Regina Rastatter, Staff Assistant
Northwest Tri-County IU #5
670 W. 36th St.
Erie, PA 16508-2645
Phone: (814) 866-3775 ext. 223
Fax: (814) 866-5045
E-mail: NorthWPDC@AOL.com, bootsie@iu05trc.trinet.k12.pa.us, rich_gacka@smtp.trinet.k12

**Central-Northeast PDC**
Bradford, Carbon, Centre, Clearfield, Clinton, Columbia, Lackawanna, Luzerne, Lycoming, Monroe, Montour, Northumberland, Pike, Schuylkill, Snyder, Sullivan, Susquehanna, Tioga, Union, Wayne, Wyoming
Edith A. Gordon, Director
Gail Leightley, Coordinator
Donna King, Staff Assistant
Central Intermediate Unit #10 Development Center for Adults Centre Co. Vo-Tech School
Pleasant Gap, PA 16823
Phone: (814) 359-3069
Fax: (814) 359-2344
E-mail: CNEPDC@aol.com

**Southwest PDC**
Allegheny, Cambria, Fayette, Greene, Somerset, Washington, Westmoreland
Donald Block, Director
Karen Mundie, Supervisor
Rachel Zilcosky, Coordinator
Sue Snider, Coordinator
Greater Pittsburgh Literacy Council
100 Sheridan Square, 4th Floor
Pittsburgh, PA 15206
Phone: (412) 661-READ
Fax: (412) 661-3040
E-mail: SWPDC2@aol.com

**South-Central PDC**
Adams, Bedford, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Mifflin, Perry, York
Carol Molek, Director
Brian Frey, Technical Coordinator
Paula Smith, Training Coordinator
TTU Adult Ed. & Job Training Center
MCIDC Plaza, Building 58
6395 SR 103 North
Lewistown, PA 17044
Phone: (717) 248-4942
Fax: (717) 248-8610
E-mail: scpdc@pennet.net, SCPDC@aol.com

**Southeast PDC**
Berks, Bucks, Chester, Delaware, Lancaster, Lebanon, Lehigh, Montgomery, Northampton
David P. Karl, Director
Sandra Strunk, Coordinator
Jadyn Fowler-Frey, Staff Developer
Lancaster-Lebanon I.U. 13
1 Cumberland St.
Lancaster, PA 17042
Phone: (717) 270-2935, 270-2936
Fax: (717) 270-2943
E-mail: SEPDC1@aol.com

**Philadelphia PDC**
Philadelphia
Rose Brandt, Director
Diane Inverso, Coordinator
Mayor's Commission on Literacy
1500 Walnut St., 18th Floor
Philadelphia, PA 19102
Phone: (215) 685-6602
Fax: (215) 685-6620
E-mail: PHLPDC@aol.com, mcol@philadelphia.libertynet.org
Pennsylvania Professional Development System

A Professional Development Center (PDC) in each of six regions:

Northwest PDC
Central/Northeast PDC
Southwest PDC
South Central PDC
Southeast PDC
Philadelphia PDC

1996
THE Provider DIRECTORY

Adult Basic & Literacy Education Services in Pennsylvania
1996-97
THE Provider DIRECTORY

Adult Basic & Literacy Education Services in Pennsylvania
1996-97

COMMONWEALTH OF PENNSYLVANIA
Tom Ridge, Governor

DEPARTMENT OF EDUCATION
Eugene W. Hickok, Secretary

Office of Postsecondary and Higher Education
Michael B. Poliakoff, Deputy Secretary

Bureau of Adult Basic and Literacy Education (ABLE)
Cheryl Keenan, Director

Project AXIS – Lancaster-Lebanon Intermediate Unit 13
Tana Reiff, Coordinator

This book is a result of a project developed by Project AXIS, Lancaster-Lebanon Intermediate Unit 13, under support from the U.S. Department of Education through the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education; however, the opinions expressed herein do not necessarily reflect the positions or policies of the U.S. Department of Education, the Pennsylvania Department of Education, or Lancaster-Lebanon Intermediate Unit 13, and no official endorsement should be inferred.
The Provider Directory
Adult Basic and Literacy Education Services in Pennsylvania
1996-97

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1996-97
Tana Reiff, Project Coordinator/Editor

Copies of this book, while supplies last, are available from:

AdvancE State Literacy Resource Center
333 Market Street, 11th Floor
Harrisburg, PA 17126-0333
(800) 992-2283 in Pennsylvania
(717) 783-9192 from outside PA
Fax: (717) 783-5420

Western Pa. Adult Literacy Resource Center
5347 William Flynn Hwy. Rt. 8
Gibsonia, PA 15044-9644
(800) 446-5607, ext. 216 in Pennsylvania
(412) 961-0294, ext. 216, from outside PA
Fax: (412) 443-1310

Listings are as accurate as possible, at press time, based on information provided.
We regret any inconvenience caused by inadvertent errors.
# Providers of Adult Basic and Literacy Education Services in Pennsylvania

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The following agencies have received state and/or federal grants administered through the Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education, for the 1996-97 program year.

### Abington Free Library Adult Literacy

1030 Old York Road
Abington, PA 19001

**Contact:** Marilyn Cohen
ABE Program Director

**Phone:** 215-885-5183

**Fax:** 215-885-9242

**Services:** Literacy, ABE, GED, ESL, Workplace, Family Literacy

**No. of students:** 145

**No. of paid staff:** 2

**No. of volunteer staff:** 157

**Availability:** Day classes. Evening classes. Community based.

**Counties served:** Montgomery, Philadelphia, Bucks

**Description of sites:** Abington Free Library (one-on-one), Rydal Park Retirement Community (classes)

**Program description:** An adult literacy program for adults 17 and older in need of reading, writing, math, spelling, and English language for foreign-born students. One-on-one tutoring and classes for writing, ESL, book discussion, family literacy, and math. Pre-GED help is available.

### Adult Literacy Lawrence Co.

207 E. North Street
New Castle, PA 16101

**Contact:** Marcia Anderson
Director

**Phone:** 412-654-1500

**Fax:** 412-658-0912

**E-mail address:** HLXV69B@Prodigy.Com

**Services:** Literacy, ABE, GED, ESL

**Languages spoken by staff:** Spanish, French

**Other services:** Computer literacy

**No. of students:** 125

**No. of paid staff:** 2.5

**No. of volunteer staff:** 75

**Availability:** Community based.

**Counties served:** Lawrence

**Description of sites:** Sites vary, but the majority of tutoring takes place in the public libraries within the county.

**Program description:** Learners reading at or below the fifth-grade level are matched with volunteer tutors. ESL learners are matched with tutors who meet at mutually convenient times and places. Every attempt is made to aid adult learners as they attempt to change life circumstances, thus every effort is made to secure tutors relating to learners' needs. GED tutoring is offered if learners are unable to attend existing classes. Family Reading Workshops are offered to parents of pre-schoolers, primarily through local Head Start.
Alle-Kiski Literacy Council
935 4th Ave.
New Kensington, PA 15068

Contact: Mary J. Jendrey
ABE Program Director
Phone: 412-335-0707
Fax: 412-335-6892

Services: Literacy, ABE, GED, ESL,
Workplace, Family Literacy

Other services: Job readiness, daily living skills,
career development.

No. of students: 230
No. of paid staff: 5
No. of volunteer staff: 35

Availability: Day classes. Evening classes.
Community based.

Counties served: Westmoreland, Allegheny,
Armstrong, Butler

Description of sites: Learning Center, institution,
one-on-one tutoring in various places such as libraries,
churches, and businesses.

Program description: The Alle-Kiski Literacy Council
is a non-profit educational facility. We offer quality
education in areas of basic literacy, GED preparation, ESL,
family literacy, daily living skills, and job readiness to
adults 17 years and older who reside in the Alle-Kiski Valley.
We also provide these services to local minimum security prisons
and group homes. We provide service through use of profes-
sional staff and trained volun-
tees.

Allegheny I.U. 3, Allegheny County Center for English as
a Second Language
1401 Forbes Ave., Room 225
Pittsburgh, PA 15219

Contact: Alina Hudson
ABE/ESL Program Director
Phone: 412-281-4494
Fax: 412-281-7939

Languages spoken by staff: Spanish, Hebrew, Italian,
French, Chinese

No. of students: 1,500
No. of paid staff: 20
No. of volunteer staff: 25


Counties served: Allegheny

Description of sites: Adult Learning Center, high
schools, libraries, churches—
classrooms and private tutoring
sessions.

Program description: Program seeks to help any non-
English-speaking person, refugee, foreign student,
temporary visitor, or employee
or spouses of foreign employees
to learn American English.
 Program enrolls approximately
1,500 students from 50 different
countries each year. Instruction
focuses on teaching daily living
skills. Students who complete
the required number of hours
receive a Certificate of Achieve-
ment at the end of the school
year. Open-entry program with
continuous registration running
from September to May.

Allentown Area School District
31 S. Penn St.
Allentown, PA 18105

Contact: Richard Parks
ABE Program Director
Phone: 610-820-2205
Fax: 610-820-2228

Altoona Area Public Library / Blair County Literacy
Council
1600 5th Avenue
Altoona, PA 16602

Contact: Carole Holes
ABE Program Director
Phone: 814-946-1544
Fax: 814-946-3230

Services: Literacy, ABE, GED, ESL,
Family Literacy

Other services: One-on-one tutoring to adults
who are institutionalized.

No. of students: 120
No. of paid staff: 2
No. of volunteer staff: 115

Availability: Day classes. Evening classes.
Community based.

Counties served: Blair, Northern Cambria

Description of sites: Public libraries, churches,
community rooms, Head Start,
drug and alcohol rehabilitation,
Blair County prison.

Program description: Program assists adults who lack
basic reading, writing, or
English conversation, reading,
and writing skills. Basic literacy
skills are provided to adults in
the 0-8 range, including ESL.
Students level 9-12 receive a
tutor. Adult learners are
matched with a trained tutor
and work in a one-on-one
teaching situation. The council
also works to increase public
awareness of literacy and to
improve collaboration among
providers of adult educational
services.
Altoona Area School District
1415 6th Avenue
Altoona, PA 16602

Contact: Jerry Valeri
Director Federal Projects
Phone: 814-946-8366
Fax: 814-946-8489
E-mail address: jvaleri@altoona.k12.pa.us
Services: Literacy, ABE, GED, ESL, Family Literacy
Other services: JTPA job readiness, JTPA employability assessment
No. of students: 900
No. of paid staff: 34
No. of volunteer staff: 80
Counties served: Blair, Cambria, Bedford, Clearfield, Huntingdon
Description of sites: Schools, family centers, and Head Start centers
Program description: Provides basic literacy and employability classes.

Appalachian Youth Service
115 S. Marion Street, Suite A
Ebensburg, PA 15931

Contact: Patrick J. Boland
Coordinator
Phone: 814-472-7874
Fax: 814-472-7920
Services: Literacy, ABE, GED
Other services: Job readiness training
No. of students: 40
No. of paid staff: 3
No. of volunteer staff: 3
Availability: Day classes. Community based.
Counties served: Cambria
Description of sites: Adult learning centers, group instruction and one-on-one tutoring.
Program description: Daytime classes in two locations in Cambria County. Provides ABE and GED instruction. One-on-one tutoring available. Three hours per week minimum attendance requirement.

ARIN Intermediate Unit 28
Rt. 422E, P.O. Box 175
Shelocta, PA 15774

Contact: Susan A. Hanson
ABE Program Director
Phone: 412-463-5300
Fax: 412-463-5315
E-mail address: hanson@iu28.arin.k12.pa.us
Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy
Other services: Educational testing for community-based and governmental agencies. Contracted educational services to private industry councils. Even Start family literacy.
No. of students: 500
No. of paid staff: 19
Availability: Day classes. Evening classes. School based.
Counties served: Armstrong, Indiana
Description of sites: ABE and GED classes are offered at Adult Learning Centers and in outlying communities, one-on-one tutoring in community sites. Vocationally-oriented classes in a Learning Lab.
Program description: ARIN offers comprehensive Adult Education Services to all individuals who request those services. ABE/GED classes are also taught in county jails, community vocational agencies, and residential facilities. ARIN actively seeks opportunities to expand educational services through contacts with local, state, and federal community-based and government agencies.

Ardmore Library
108 Ardmore Ave.
Ardmore, PA 19003

Contact: Peggy Newman
ABE Program Director
Phone: 610-642-5187
Fax: 610-649-2618
Services: GED
No. of students: 20
No. of paid staff: 1
No. of volunteer staff: 4
Availability: Evening classes. Community based.
Counties served: Montgomery, Delaware, Philadelphia
Program description: Ardmore Library offers a free GED preparation class once a year. The class usually starts the first Tuesday after Martin Luther King, Jr. holiday. Ardmore Library also refers adults to other literacy agencies.

Guide to Services Provided:
Literacy: basic reading instruction
ABE: Adult Basic Education
GED: preparation for the Tests of General Educational Development
ESL: English as a Second Language
Workplace: adult education in conjunction with employers
Family Literacy: intergenerational learning environment
Asian Social Social Service
1719 Morris St.
Philadelphia, PA 19145

Contact: Rev. Joseph Dinh Cong Huyn
ABE Program Director
Phone: 215-334-2312

Bayard Taylor Memorial Library
216 E. State St., P.O. Box 730
Kennett Square, PA 19348

Contact: Susan Calio
Coordinator
Phone: 610-444-9118
Fax: 610-444-1752
E-mail address: apeters@chester-county.lib.pa.us
Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy

Languages spoken by staff: Spanish
No. of students: 140
No. of paid staff: 2
No. of volunteer staff: 150
Counties served: Chester
Description of sites: One-on-one tutoring at community facilities.
Program description: The Adult Literacy Program offers free one-on-one instruction in literacy skills and ESL to adults in southern Chester County. Trained volunteer tutors address the learning needs and goals of individuals and schedule tutoring at convenient times and locations. Adults may enter the program at any time.

Program description: BCALMC's educational services is a group of adult-literacy professionals who work locally to help the unemployed and underemployed improve their skills. Our main purpose is to provide training and counseling designed to prepare adults for the GED and beyond to higher educational levels. We also work with families to acquire lifelong learning habits to arrest the cycle of intergenerational literacy.

Beaver County Area Labor-Management Committee
400 9th St., Suite A
Conway, PA 15027

Contact: Alex Garcia
Executive Director
Phone: 412-869-7890
Fax: 412-869-7894
E-mail address: BCALMC.CCIA.COM
Services: ABE, GED, Family Literacy
Languages spoken by staff: Polish, basic Sign Language
Other services: Project New Start (job placement), Employee Assistance Program (EAP), Institute for Career Development (ICD)

No. of students: 180
No. of paid staff: 6
No. of volunteer staff: 20
Counties served: Beaver
Description of sites: Union halls, Job Center, private
Program description: The Adult Literacy Program offers free one-on-one instruction in literacy skills and ESL to adults in western Beaver County. Trained volunteer tutors address the learning needs and goals of individuals and schedule tutoring at convenient times and locations. Adults may enter the program at any time.

Program description: The Community College of Beaver County provides both ABE and GED tutoring services. This is a direct tutoring service to all students who want to achieve their goal of earning a GED. Students work/study twice a week in the evening with professional tutors. Pre- and post-tests are given to determine the amount of progress that each student makes. Detailed records are kept and individual education plans are created for each student.

Beaver Valley Intermediate Unit
225 Center Grange Road
Aliquippa, PA 15001

Contact: Edward E. Perrott
ABE Program Director
Phone: 412-774-7800
Fax: 412-774-4751
No. of students: 15
No. of paid staff: 4
Counties served: Beaver
Description of sites: All classes are taught in the Beaver County jail.
Program description: Primary function is to have inmates have access to an education program that helps them become educationally and economically better to lead
<table>
<thead>
<tr>
<th>Bradford Area School District</th>
<th>Bidwell Training Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 Congress Street</td>
<td>1815 Metropolitan Street</td>
</tr>
<tr>
<td>Bradford, PA 16701</td>
<td>Pittsburgh, PA 15233</td>
</tr>
<tr>
<td>Contact:</td>
<td>Contact:</td>
</tr>
<tr>
<td>David Sapala</td>
<td>Valerie Njie</td>
</tr>
<tr>
<td>Phone:</td>
<td>ABE Program Director</td>
</tr>
<tr>
<td>814-362-3845</td>
<td>412-323-4000</td>
</tr>
<tr>
<td>Fax:</td>
<td>Fax:</td>
</tr>
<tr>
<td>814-362-1765</td>
<td>412-321-2120</td>
</tr>
<tr>
<td>Services:</td>
<td>E-mail address:</td>
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<tr>
<td>ABE, GED</td>
<td><a href="mailto:PITBID@AOL.COM">PITBID@AOL.COM</a></td>
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<td>No. of students:</td>
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<td>Literacy, ABE, GED</td>
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<td>No. of paid staff:</td>
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<td>8</td>
<td>Vocational training center</td>
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<tr>
<td>Availability:</td>
<td>No. of students:</td>
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<td>Evening classes. School based.</td>
<td>250</td>
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<td>Counties served:</td>
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<td>Northampton, Lehigh</td>
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<tr>
<td>Description of sites:</td>
<td>Availability:</td>
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<tr>
<td>Liberty High School and the</td>
<td>Day classes. Community based.</td>
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<tr>
<td>Welcome Place Community</td>
<td>Allegheny, Beaver, Butler</td>
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<tr>
<td>Center</td>
<td>Counties served:</td>
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<tr>
<td>Program description:</td>
<td>Adult vocational training center</td>
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<tr>
<td>The two ABE classes are</td>
<td>and Comprehensive Adult Learning Center</td>
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<td>classroom-based and are</td>
<td>Program description:</td>
</tr>
<tr>
<td>conducted two days per week</td>
<td>Provide literacy and ABE services in the form of</td>
</tr>
<tr>
<td>at one site. We project 15</td>
<td>reading, writing, math and</td>
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<td>persons per class and they</td>
<td>English instruction. Courses are</td>
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<td>cover basic skills in</td>
<td>geared to increase the educationally disadvantaged adult's</td>
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<tr>
<td>reading, writing, math, and</td>
<td>ability to reach personal,</td>
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<td>ESL. The GED classes are</td>
<td>academic, and employment</td>
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<tr>
<td>classroom-based and conducted</td>
<td>goals needed to function as a</td>
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<tr>
<td>at two different locations.</td>
<td>productive member of society.</td>
</tr>
<tr>
<td>Class size is projected at 20</td>
<td>Classes are offered in a modern,</td>
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<tr>
<td>persons per site. The</td>
<td>spacious high-tech vocational</td>
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<td>community site is an ESL/GED</td>
<td>training/arts facility.</td>
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<td>class. The other two are</td>
<td></td>
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<tr>
<td>held in the high school and</td>
<td></td>
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<tr>
<td>and traditional GED classes.</td>
<td></td>
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</table>
Bradford County Action, Inc.
500 William Street
Towanda, PA 18848
Contact: Penne Watkins
ABE Program Director
Phone: 717-265-4434
Fax: 717-265-4136
Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy
Languages spoken by staff: Spanish
Other services: Employment and training for youth and adult, dislocated worker services, SPOC.
No. of students: 120
No. of paid staff: 17
Counties served: Bradford
Description of sites: Comprehensive Adult Learning Center, local school districts, workplace sites.
Program description: Bradford County Action, Inc. provides on-site and community based classes to residents of Bradford County over the age of 15. Classes available include ABE, GED, ESL, and literacy. We also provide worksite based ABE and GED level classes.

Bradford County AVTS / Northern Tier Career Center
RR 1 Box 157A
Towanda, PA 18848
Contact: Walter A. Becker
Director
Phone: 717-265-8111
Fax: 717-265-3002
Services: ABE, GED
No. of students: 65
Availability: Evening classes.
Counties served: Bradford
Description of sites: High school, Northern Tier Career Center, Bradford County Jail
Program description: Bradford County AVTS / Northern Tier Career Center provides ABE and GED programs.

Bradford County Library
RR 3, Box 320
Troy, PA 16947
Contact: Sherry Spencer
ABE Program Director
Phone: 717-297-3375
Fax: 717-297-4197
E-mail address: bwclit@epix.net
Services: Literacy, ABE, ESL, Family Literacy
Languages spoken by staff: Spanish
Other services: Training volunteer tutors in 12-hour workshops held three or four times a year in various communities.
No. of students: 120
No. of paid staff: 4
No. of volunteer staff: 130
Counties served: Bradford, Wyoming
Description of sites: The Bradford-Wyoming County Literacy Program is headquartered at the Bradford County Library and maintains a satellite office at the Wyoming County Courthouse in Tunkhannock.
Program description: Program trains volunteer tutors and provides one-on-one tutoring in basic reading, writing, math, and ESL for adults and teenagers. Tutoring takes place at public libraries, churches, schools, and businesses at times convenient for both the learner and tutor. Learners and tutors receive support from program staff through phone calls and bi-monthly newsletter.

Bridge School See Therapeutic Center at Fox Chase

Bristol Township School District
6401 Mill Creek Road
Levittown, PA 19057
Contact: Anthony Scarpiello
ABE Program Director
Phone: 215-547-3002
Fax: 215-547-4802
Services: ABE, GED, ESL
Languages spoken by staff: Spanish
No. of students: 125
No. of paid staff: 8
Availability: Evening classes. School based.
Counties served: Bucks County
Description of sites: ABE/GED/ESL evening classes conducted at Neil A. Armstrong Middle School in Fairless Hills, PA.
Program description: Conduct two GED classes, two ESL classes and one ABE class on Monday and Wednesday evenings from 7 PM to 10 PM.

Bucks County Intermediate Unit 22
705 Shady Retreat Road
Doylestown, PA 18901
Contact: Beverly Carey
ABE Program Administrator
Phone: 215-348-2940
Fax: 215-348-8315
E-mail address: becare@bucksnet.bciu.k12.pa.us
<table>
<thead>
<tr>
<th>Services:</th>
<th>ABE</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of students:</td>
<td>60</td>
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<tr>
<td>No. of paid staff:</td>
<td>12</td>
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<tr>
<td>Availability:</td>
<td>Evening classes. School based.</td>
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<tr>
<td>Counties served:</td>
<td>Bucks</td>
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<tr>
<td>Description of sites:</td>
<td>Bucks County Correctional Facility and Community Correction Centers</td>
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<tr>
<td>Program description:</td>
<td>The mission of the Adult Basic Education Program at the BCCF and Community Correction Centers is to aid in the rehabilitation of the inmates by increasing literacy through the teaching of functional competencies in English, math, and life skills so that the clients can meet and cope with their adult responsibilities when returned to their communities.</td>
</tr>
</tbody>
</table>

**Bucks County Volunteers in Teaching Alternatives**  
8 E. Court Street  
Doylestown, PA 18901

Contact:  
Linda Wolfson  
Literacy Coordinator

Phone:  
215-345-8322

Fax:  
215-345-8675

E-mail address:  
LEWOLFSON@aol.com

Languages spoken by staff:  
Spanish

| No. of students: | 400 |
| No. of paid staff: | 6 |
| No. of volunteer staff: | 300 |
| Community based: | on |
| Counties served: | Bucks |
| Description of sites: | One-on-one tutoring takes place in semi-public places like churches, libraries and other places convenient to both the student and the tutor. |
| Program description: | Mission is to provide free, individualized, accessible literacy and decision-making instruction in skills such as reading, writing, math, and problem solving to adults in Bucks County. Tutors are trained to understand the dynamics of adult learners; most literacy tutoring is delivered through one-on-one instruction. |

**Butler County Community College, Adult Literacy Program**  
Box 1203, College Drive  
Butler, PA 16003

Contact:  
Ana Kladny  
ABE Program Director

Phone:  
412-287-8711

Fax:  
412-287-3290

Languages spoken by staff:  
Spanish

| No. of students: | 150 |
| No. of paid staff: | 5 |
| No. of volunteer staff: | 60 |
| Availability: | Day classes. Evening classes. School based. |
| Counties served: | Butler |
| Description of sites: | College classrooms, library classrooms, one-on-one tutoring in public libraries |
| Program description: | The Adult Literacy Program's mission is to ensure that adults in Butler County have basic reading, writing, and math skills so that they may reach their potential and become productive members of their community. The program offers one-on-one tutoring, ESL tutoring, and reading/writing/math small-group instruction. Services are free. |

**Guide to Services Provided:**  
- Literacy: basic reading instruction  
- ABE: Adult Basic Education  
- GED: preparation for the Tests of General Educational Development  
- ESL: English as a Second Language  
- Workplace: adult education in conjunction with employers  
- Family Literacy: intergenerational learning environment
### Carbon County Area Vocational Technical School

**Contact:** Grace Dunn  
Coordinator  
**Phone:** 717-325-4140  
**Fax:** 717-325-7806  
**E-mail address:** GDUNN@postoffice.pdt.net  
**Services:** ABE, GED  
**No. of students:** 90  
**No. of paid staff:** 4  
**Availability:** Day classes. Evening classes. School based.  
**Counties served:** Carbon  
**Description of sites:** Adult Education Center and high school classrooms  
**Program description:** 3 classroom GED instruction sites: Palmerton Jr. High, Lehighton Middle School, and Carbon Vo-Tech (6 to 9 p.m., Tuesdays and Thursdays) 12 hours per week ABE instructional Carbon County Correctional Facility 3 days per week (9-3 p.m.) for JTPA eligibles covering ABE and GED instruction

### Carlisle Area OIC, Inc.

**Contact:** Claudia Morton  
ABE Program Director  
**Phone:** 717-243-6040  
**Fax:** 717-243-6030  
**Services:** Literacy, ABE, GED, ESL, Workplace  
**Languages spoken by staff:** Polish  
**Other services:** Counseling, assessment, skills training, life skills, job readiness, and placement assistance.  
**No. of students:** 70  
**No. of paid staff:** 12  
**No. of volunteer staff:** 34  
**Availability:** Day classes. Evening classes. Community based.  
**Counties served:** Cumberland, Perry  
**Description of sites:** Handicapped accessible, downtown Carlisle on public transportation route.  
**Program description:** One-on-one adult literacy, open entry, open exit. Computer-assisted learning. New state-of-the-art computer center for vocational skills training.

### Carbon County Volunteers for Literacy

**Contact:** Virginia W. Smith  
Program Coordinator  
**Phone:** 717-325-2260  
**Fax:** 717-325-8547  
**Services:** Literacy, ESL  
**No. of students:** 60  
**No. of paid staff:** 2  
**No. of volunteer staff:** 60  
**Community based:** on  
**Counties served:** Carbon  
**Description of sites:** Churches, schools, libraries, and homes.  
**Program description:** The C.C.V.L. is a private, non-profit community-based organization that has as its mission free one-on-one tutoring for educationally disadvantaged adults (17 years of age and older). Instructional materials designed to fit the individual student's need are provided to the volunteer tutor, who meets with the student a minimum of 2 hours per week. Tutors complete a 15-hour training course that is also free. Instruction is given in reading, spelling, writing, math, English, and ESL.

### Carlisle Area School District

**Contact:** Adult Education Director  
ABE Program Director  
**Phone:** 717-240-6872  
**Fax:** 717-240-6757  
**Services:** ABE, GED, ESL  
**No. of students:** 240  
**No. of paid staff:** 5  
**Availability:** Day classes. Evening classes. School based.  
**Counties served:** Cumberland, Adams, Perry

### Carlow College, Office of Community Education

**Contact:** Patricia Scott  
ABE Program Director  
**Phone:** 412-578-6653  
**Fax:** 412-578-6498  
**Services:** ABE, GED  
**No. of students:** 105  
**No. of paid staff:** 2  
**No. of volunteer staff:** 4  
**Availability:** Day classes. Evening classes. School based.  
**Counties served:** Allegheny  
**Description of sites:** Classroom, one-on-one tutoring in schools, churches, and library.
Program description: Community Education offers ABE and GED services to adult learners at three sites: the Oakland area of the city, a southern site in Bethel Park, and a northern site in North Hills. The Oakland site targets single parents and welfare recipients. The Office of Community Education also offers skill training and career exploration programs such as the New Choices for single parents and displaced homemakers, and the New Options program for exploring nontraditional job opportunities.

Catholic Charities Immigration and Refugee Services
900 N. 17th Street
Harrisburg, PA 17103
Contact: Judy Sides
ESL Program Manager
Phone: 717-232-0568
Fax: 717-234-7142
Services: ESL, Workplace
Languages spoken by staff: Spanish, French, German
Other services: Workplace Spanish, citizenship classes, pre-vocational ESL
No. of students: 500
No. of paid staff: 7
No. of volunteer staff: 8
Availability: Day classes. Evening classes.
Counties served: Dauphin, Cumberland, Adams
Description of sites: Classes held in churches, schools, and community centers.
Program description: Provides ESL classes for LEP individuals living in and around Harrisburg. Pre-vocational classes focus on preparing learners to work or assimilate more successfully in an English-speaking environment. Provides survival ESL classes for new arrivals as well as intermediate-level classes which help prepare students to enter local community colleges. Also provide worksite classes for ESL learners and worksite Spanish classes for English speakers.

Centennial School District
433 Centennial Road
Warminster, PA 18974
Contact: Robert Jesberg
ABE Program Director
Phone: 215-364-5965
Fax: 215-441-8055
Services: ABE, GED, ESL
Languages spoken by staff: Spanish
No. of students: 125

No. of paid staff: 11
Availability: Evening classes. School based.
Counties served: Bucks, Philadelphia, Montgomery
Program description: Two nights a week of classes. Monday and Wednesday nights. ABE is three levels, ESL, 0-4, and 5-8. GED is four classes. Mondays are math and science classes. Wednesdays are English and social studies classes.

Center for Literacy
636 S. 48th Street
Philadelphia, PA 19143
Contact: JoAnn Weinberger
Executive Director
Phone: 215-474-1235
Fax: 215-472-7290
E-mail address: JAWCFL@aol.com
Services: Literacy, ABE, GED, ESL
Languages spoken by staff: Spanish, Swedish
Other services: Testing for learning disabilities and Attention Deficit Disorder; specialized instruction
No. of students: 2,400
No. of paid staff: 42
No. of volunteer staff: 450
Counties served: Philadelphia
Description of sites: Libraries, schools, churches, synagogues, community centers, and corporations.
Program description: Free literacy and basic education services to adults include one-on-one and small-group
tutoring with trained volunteers and classes taught by professional educators. Programs: family literacy, workforce education, education for learners with mental disabilities and/or substance abuse histories, and community-based classes. Related services: curriculum development, research, tutor training, and authentic assessment. CFL practices a learner-centered, goal-directed philosophy of instruction.

Central IU 10 Development Center for Adults
540 N. Harrison Road
Pleasant Gap, PA 16823
Contact: Edith A. Gordon
Director
Phone: 814-359-3069
Fax: 814-359-2344
E-mail address: EdieDCA@aol.com
Services: Literacy, ABE, GED, Workplace
Other services: Teen parent, dislocated workers, inmate services, customized job training, Corning Asahi training coordination, VISTA volunteers, Central-Northeast Professional Development Center, West Branch Technology Center, etc.

No. of students: 725
No. of paid staff: 35
No. of volunteer staff: 100

Counties served: Centre, Clearfield, Clinton
Description of sites: Primarily rural, located at learning and technology centers, vo-techs, churches, schools, community organizations, industries, etc.

Program description: Offers a variety of program services to meet student needs. Includes GED, basic skills, remediation, job-specific basic skills, job search skills, preparation for GATB, LPN, business school entrance exams, and college placement tests. Teaching format includes one-on-one tutoring, stand-up instruction, small-group, and computer-assisted instruction.

Central Susquehanna Intermediate Unit 16
Box 213
Lewisburg, PA 17837
Contact: Michael Wilson
Program Director
Phone: 717-523-1155
Fax: 717-524-7104
E-mail address: mwilson@northstar.csiu.k12.pa.us
Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy
Languages spoken by staff: Spanish
Other services: GED testing
No. of students: 1,200
No. of paid staff: 26
No. of volunteer staff: 247

Counties served: Columbia, Montour, Northumberland, Snyder, Union
Description of sites: High schools, YMCA, workplace, county buildings, and public housing. One-on-one tutoring libraries and churches.

Program description: Adult education department conducts classes and one-on-one tutoring for adults in need of basic education and skills instruction. Instruction includes math, English, reading, GED preparation, social studies, ESL, and vocational-based programs. Student's goal and skills determine instruction. Assessment of student's abilities is required. No charge to students for books, materials, or instruction.
Cheltenham Township Library System
215 Keswick Avenue
Glenside, PA 19038
Contact: Hilma F. Cooper
ABE Program Director
Phone: 215-885-0457
Fax: 215-885-1239
E-mail address: ctllibsys@hslc.org
Services: ESL
No. of students: 110
No. of paid staff: 3
No. of volunteer staff: 75
Availability: Evening classes. Community based.
Counties served: Montgomery, Philadelphia
Description of sites: Public library.
Program description: The ESL program provides one-on-one tutoring by volunteers to adult members of the community who are recent arrivals to the area or who are not ready to begin work to develop English language skills. Some small classes are held. The program has been in operation since 1985.

Cheltenham Township School District
1000 Ashbourne Road
Elkins Park, PA 19027
Contact: Thomas Stretton
ABE Program Director
Phone: 215-881-6323
Fax: 215-884-6929
Services: ABE, Workplace
No. of students: 20
No. of paid staff: 2
Availability: Evening classes. School based.
Counties served: Montgomery, Philadelphia
Program description: Program is geared to educationally disadvantaged students, adults with less than an eighth-grade education, and adults without a high school diploma. We develop reading, language, and math skills to prepare students for GED and provide for better job opportunities.

Chester County Intermediate Unit 24
535 James Hance Court
Exton, PA 19341
Contact: Carol M. Brane
ABE Program Director
Phone: 610-524-5107
Fax: 610-524-5167
E-mail address: CarolB@cciu.k12.pa.us
Services: ABE, GED, ESL, Workplace
Languages spoken by staff: Spanish
No. of students: 400
No. of paid staff: 22
No. of volunteer staff: 3
Availability: Day classes. Evening classes. School based.
Counties served: Chester
Description of sites: Classroom instruction at vo-tech schools, libraries, drug and alcohol rehabilitation centers, high schools, prisons, and worksites.
Program description: ABE/ESL programs held at CAT Brandywine, Chester County Prison. GED programs are held at CAT Pickering, Downingtown High School, Kennett High School, Octorara High School, Owen J. Roberts Middle School, Ore-Ida Foods, Inc., Oxford High School, Oxford Library, and Chester County Prison. All are presented in a classroom-type setting. Community workplace and prison/institutional populations are served.
Chester County Library
400 Exton Square Parkway
Exton, PA 19341
Contact: Frances L. Adams
ABE Program Director
Phone: 610-323-0884
Fax: 610-594-0999
E-mail address: f_adams@mail.co.chester.pa.us
Services: Literacy, ABE, GED, ESL, Workplace
No. of students: 55
No. of paid staff: 1
No. of volunteer staff: 56
Counties served: Chester
Description of sites: Offices at library. Tutors also meet with students at various sites in the county.
Program description: Computer-assisted instruction and workforce literacy support for students enrolled in Literacy at the Chester County Library.

Chester Housing Authority
1010 Madison Street
Chester, PA 19013
Contact: Larry Billups
ABE Program Director
Phone: 610-876-5561
Fax: 610-876-9497
TDD: 610-499-4731
Services: Literacy, ABE, GED, Family Literacy
Other services: Computer skills training.
No. of students: 25
No. of paid staff: 3
No. of volunteer staff: 5
Availability: Evening classes. Community based.
Counties served: Delaware
Description of sites: Designated community centers within public housing communities in the city of Chester, PA.
Program description: Program provides literacy services, including ABE and limited GED studies. It is primarily one-on-one training with limited small groups facilitated during the evening hours to try to maximize resident participation.

Chester County Opportunities Industrialization Center, Inc.
125 S. Penn Street
West Chester, PA 19382
Contact: Judith Honohan
Executive Director
Phone: 610-692-2344
Fax: 610-935-7285
Services: Literacy, ABE, GED, ESL, Workplace
Languages spoken by staff: French, Spanish
Other services: Job readiness and job search through Block Grant and HUD funding. Also job search and support through Public Welfare Department.
No. of students: 180
No. of paid staff: 9
No. of volunteer staff: 3
Counties served: Chester
Description of sites: Designated community centers within public housing communities in the city of Chester, PA.
Program description: Program provides literacy services, including ABE and limited GED studies. It is primarily one-on-one training with limited small groups facilitated during the evening hours to try to maximize resident participation.

Chester Upland School District
1720 Melrose Ave.
Chester, PA 19013
Contact: Charles Oakley
ABE Program Director
Phone: 610-447-3832
Fax: 610-447-3648
Services: ABE, GED, ESL
Languages spoken by staff: Spanish
Family Literacy
No. of students: 125
No. of paid staff: 10
No. of volunteer staff: 1
Availability: Day classes. Evening classes.
Counties served: Delaware
Description of sites: Comprehensive Adult Learning Center
Program description: District has provided services in ESL, adult basic education, and GED. Provide GED testing and other classes to do competency in reading, spelling, and writing.
Chesnut Ridge School District
RR 1, Box 79-A
New Paris, PA 15554

Contact: Susan M. Iagulli
ABE Program Director
Phone: 814-839-4480
Fax: 814-839-4742

Services: Literacy, ABE, ESL, Workplace, Family Literacy

Other services: Courses in driver’s education

No. of students: 60
No. of paid staff: 6
No. of volunteer staff: 51

Availability: Day classes, Evening classes. School based.

Counties served: Bedford

Description of sites: One-on-one tutoring and/or small-group tutoring at public libraries, churches, human service agencies, township buildings, and homes.

Program description: Provides assessment, educational counseling, and tutoring for disadvantaged adults in need of literacy skills to become functional and successful in life. Program provides tutor training and in-services for volunteers. Program is organized and operated by high school students who serve as office volunteers or work on committees.

Chichester School District
P.O. Box 2100
Boothwyn, PA 19061

Contact: Theodore R. Elder, Jr.
ABE Program Director
Phone: 610-485-6881
Fax: 610-485-3557

Community Action Southwest
315 E. Hallam Ave.
Washington, PA 15301

Contact: Dr. Barbara Mooney
ABE Program Director
Phone: 412-852-2893
Fax: 412-627-7713
E-mail address: CASW@GreenePA.NET

Services: Literacy, ABE, GED, ESL, Family Literacy

Languages spoken by staff: Spanish

Other services: Community Action SW operates Head Start, WIC, Food Bank, Case Management, Even Start, Parental Assistance Center, Family Center, Information & Referral, Housing Counseling, Senior Services

No. of students: 68
No. of paid staff: 5
No. of volunteer staff: 15


Counties served: Washington, Greene

Description of sites: Classes held at an Even Start site, Senior Center, elementary school, church, and Family Center-Health Center. Tutoring takes place at community sites, such as libraries.

Program description: Project First Step provides Adult Basic Education to out-of-school adults 17 years of age or older. Instruction takes place in small class settings throughout Washington and Greene Counties. Instruction is individualized and students work at their own pace. Volunteer instructional aides are trained to work with students on a one-to-one basis. Tutor and students meet at least once a week for approximately 2 hours at a neutral site.

Guide to Services Provided:
- Literacy: basic reading instruction
- ABE: Adult Basic Education
- GED: preparation for the Tests of General Educational Development
- ESL: English as a Second Language
- Workplace: adult education in conjunction with employers
- Family Literacy: intergenerational learning environment
<table>
<thead>
<tr>
<th>Community College of Allegheny County</th>
<th>Availability:</th>
<th>Day classes. Evening classes. Community based.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact: Jean Snider Program Director</td>
<td>Counties served:</td>
<td>Pittsburgh</td>
</tr>
<tr>
<td>Phone: 412-237-3033</td>
<td>Description of sites:</td>
<td>CLC provides services through classroom instruction at three neighborhood sites.</td>
</tr>
<tr>
<td>Fax: 412-237-3091</td>
<td>Program description:</td>
<td>Program is a adult literacy program open to men and women ages 16+. Targets: minorities, welfare recipients, and those of low income. Classes meet for three hours twice a week September through June. Goals include teaching basic skills in reading, writing, and mathematics; GED preparation; ESL instruction; and improving employment readiness.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Community College of Allegheny County, South Campus</th>
<th>Counties served:</th>
<th>Allegheny</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact: Dr. Leslie A. Bartok, Charlotte Bennett ABE Program Director</td>
<td>Description of sites:</td>
<td>Adult Learning Center</td>
</tr>
<tr>
<td>Phone: 412-469-6360</td>
<td>Program description:</td>
<td>Adult Basic Education, GED preparation, and English as a Second Language classes in the Mon Valley. Classes are offered both day and evening at two locations.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Community Women's Education Project</th>
<th>Counties served:</th>
<th>Philadelphia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact: Cynthia L. Ferguson Executive Director</td>
<td>Description of sites:</td>
<td>On-site classes with childcare; off-site at Kensington High School and the Richmond Library.</td>
</tr>
<tr>
<td>Phone: 215-426-2200</td>
<td>Program description:</td>
<td>Provides literacy, basic skills, GED and post-secondary education and educational support systems for low-income adults. Since 1977, CWEP has helped more than 12,000 women and their families rise from public assistance to self-assistance through this uniquely tailored and nourishing program.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Connelley Technical Institute and Adult Education Center</th>
<th>Contact:</th>
<th>Clifton Williams Executive Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>1217 Samson St., 7th Floor Philadelphia, PA 19107</td>
<td>Phone:</td>
<td>215-592-8011</td>
</tr>
<tr>
<td>Fax:</td>
<td>215-592-8014</td>
<td></td>
</tr>
</tbody>
</table>
Coudersport Area School District
698 Dwight Street
Coudersport, PA 16915
Contact: David Matzinger
ABE Program Director
Phone: 814-274-8055
Fax: 814-274-7551
Services: Literacy, ABE, GED
No. of students: 30
No. of paid staff: 4 (part time)
No. of volunteer staff: 2
Availability: Evening classes. Community based.
Counties served: Potter and surrounding
Description of sites: Two classrooms in the Coudersport Area Elementary School. One of the classes is in the computer lab.
Program description: ABLE classes are primarily structured around the 5-8 levels. The class is structured to provide individualized and small-group instruction. Instructors and tutors work in all subject areas through use of multi-level and multi-media materials, and individual as well as network computer programming. Large-group instruction is mainly in English and essay writing.

Crawford Central School District
Instructional Support Center, 11280 Mercer Pike
Meadville, PA 16335
Contact: David Bowser Jr.
ABE Program Director
Phone: 814-336-1121
Fax: 814-337-5160
Services: Literacy, ABE, GED
Other services: Students are able to earn Crawford Central School District diplomas by participating in class and passing GED test.
No. of students: 70
No. of paid staff: 8
No. of volunteer staff: varies
Availability: Evening classes. School based.
Counties served: Crawford and surrounding
Description of sites: Meadville Junior High School located in downtown Meadville; standard classrooms.
Program description: Students interested in GED or brush-up before resuming higher education are tested and placed in ABE 5-8 or GED 9-12 classes which meet three nights a week for ten weeks. Classes meet GED subtests. Students may attend additional semesters as needed. Another group may meet and work on basic literacy, math, and social skills. This group has a large and loyal following, but also welcomes new students.

Cumberland County Prison, Capital Area I.U. 95
1001 Claremont Road
Carlisle, PA 17013
Contact: Helen D. Sneed
ABE Program Director
Phone: 717-249-1620
Fax: 717-245-8792
Services: Literacy, ABE, GED
No. of students: 205
No. of paid staff: 4
No. of volunteer staff: 4
Availability: Evening classes.
Counties served: Cumberland, Perry
Description of sites: Prison
Program description: Provides ABE, GED, and
Cumberland Valley School District
6746 Carlisle Pike
Mechanicsburg, PA 17055

Contact: Samuel C. Gruber
Coordinator of Continuing Education

Phone: 717-766-0217
Fax: 717-795-9709
E-mail address: adult_education@Cumberland.K12.Pa.US

Services: GED, Workplace
No. of students: 160
No. of paid staff: 7
No. of volunteer staff: 6

Counties served: Cumberland, Dauphin, Perry, York, plus others

Description of sites: Cumberland Valley High School, community where participants live

Program description: GED preparation and "High School Diploma Program for Adults." A life-skill and academic program designed to allow adults the opportunity to earn the same diploma as graduating seniors. Academic work is completed at Cumberland Valley and the life skills in the home community of the participant.

Dauphin County Housing Authority
501 Mohn St.
Steelton, PA 17113

Contact: John Ames
Director

Phone: 717-939-9301

Dauphin County Prison, Capital Area I.U. 15
501 Mall Road
Harrisburg, PA 17111

Contact: Connie L. Orosz
ABE Program Director

Phone: 717-558-1100
Fax: 717-561-7244

Services: ABE, GED, ESL

Languages spoken by staff: French
No. of students: 299
No. of paid staff: 3
No. of volunteer staff: 1
Availability: Day classes.

Counties served: Dauphin

Description of sites: ABE/GED classes are offered to medium and maximum security male inmates with classroom instructions and utilizing inmate tutors. ESL class is available to all inmates with classroom instruction and inmate tutors.

Program description: The Dauphin County Prison Education Program assists in the rehabilitation of inmates by providing educational opportunities. As 45% of the inmates have not achieved a high school diploma, ABE/GED classes are provided approximately 8 hours per week by two part-time certified teachers. The minority population averages 72% with a large portion of Hispanics. ESL classes are offered by a part-time certified teacher to inmates wishing to improve their English skills.

Delaware County Prison
P.O. Box 23A
Thornton, PA 19373

Contact: Rick DeAntoniis
ABE Program Director

Phone: 610-358-2150
Fax: 610-558-1722

Services: ABE, GED
No. of students: 170
No. of paid staff: 6
Availability: Evening classes.

Counties served: Delaware

Description of sites: County prison housing approximately 950 inmates

Program description: ABE, GED programs and GED test site.

Delaware County Community College
901 S. Media Line Road
Media, PA 19063

Contact: Jeanne Anastasi
Program Administrator

Phone: 610-359-5137
Fax: 610-359-7334
E-mail address: JANASTAS@DCCCNET.DCCC.EDU

Services: Literacy, ABE, GED, ESL
Other services: Full-credit college curriculum and non-credit course offerings.

No. of students: 40
No. of paid staff: 4
No. of volunteer staff: 2

Counties served: Delaware

Description of sites: College satellite campus.

Program description: To assist County residents (particularly in Chester) in obtaining their GED, in
response to requests to increase an available pool of eligible workers for the new State prison in Chester. Individuals who will want to take the Civil Service exam for employment at the prison will need to have a diploma or GED. Two cycles of training (day and evening) are offered to serve a total of 40 clients.

Delaware County Literacy Council
2217 Providence Avenue
Chester, PA 19013

Contact: Patricia R. Gaul Reitz
Executive Director

Phone: 610-876-4811
Fax: 610-876-5414

Services: Literacy, ABE, ESL

Other services: Early Intervention, Delaware County Prison, Civil Service Orientation

No. of students: 614
No. of paid staff: 22
No. of volunteer staff: 242


Counties served: Delaware

Description of sites: Comprehensive adult literacy center, part-time intake and learning center, small-group instruction sites, one-on-one tutorial in myriad locations.

Program description: A private non-profit educational agency that provides one-on-one, free literacy instruction to non- and low-reading adults through a county-wide network of trained volunteer tutors.

Delaware Valley School District
RR 2 Box 2275
Shohola, PA 18458

Contact: Robert L. Smith
ABE Program Director

Phone: 717-296-3615
Fax: 717-296-3161

Services: ABE, GED

No. of students: 20
No. of paid staff: 5
No. of volunteer staff: 2

Availability: Evening classes. School based.

Counties served: Pike

Description of sites: High School

Program description: Provides free Adult Basic Education classes through monies from the federal grant. Instruction includes individual and small-group work. Instruction given by paid staff with the assistance of volunteer tutors and takes place in room A101 of the Delaware Valley High School.

District 1199C Training and Upgrading Fund
1217 Sansom Street, 3rd floor
Philadelphia, PA 19107

Contact: James T. Ryan
Director

Phone: 215-592-8321
Fax: 215-592-8877

E-mail address: phihosdst@hslc.org

Services: ABE, Workplace

Other services: Re-training for laid-off workers, skills training and continuing education for eligible healthcare workers.

No. of students: 90
No. of paid staff: 7


Counties served: Philadelphia

Description of sites: Comprehensive adult learning center.

Program description: Fund is a joint union-management trust of 100 contributing hospitals and healthcare institutions to assist healthcare workers to acquire new skills to train new workers. The program provides quality training, including job-skills training, continuing education, and basic skills classes, to move entry-level workers up the career ladder.

Dr. Gertrude A. Barber Center Adult Education Program
136 East Avenue
Erie, PA 16507

Contact: Joy Zamierowski
ABE Program Director

Phone: 814-453-7661
Fax: 814-454-2771

TDD: 814-459-4211

Services: Literacy, ABE

Other services: Serves individuals having developmental delays and challenges from birth to senior years.

No. of students: 172
No. of paid staff: 14
No. of volunteer staff: 7

Availability: Day classes. Evening classes. School based.

Counties served: Erie

Description of sites: Housed in agency owned buildings, convenient to all forms of public education.

Program description: Program deals with individuals having learning challenges from both the community and the
Barber Center Adult program, either vocational or residential. Program focuses on individuals whose skills are between the first- and eighth-grade levels. All those who are eligible may participate.

East Pennsboro School District
890 Valley St.
Enola, PA 17025
Contact: Laura Templeton
ABE Program Director
Phone: 717-763-7211
Fax: 717-763-8150

Program description: The program services ABE, GED, and ESL students. Program has an institutional component as well as a collaborative program with a local community organization. A GED test center is also housed at the high school.

Elwyn, Inc.
111 Elwyn Road
Elwyn, PA 19063
Contact: Ellen Thomas
ABE Program Director
Phone: 610-891-2267
Fax: 610-891-2200
Services: Literacy, ABE, Family Literacy
No. of students: 100
No. of paid staff: 40
No. of volunteer staff: 5

Counties served: Chester, Delaware

Program description: ABE classes geared primarily towards disabled population. Instruction geared towards functional academics and community skills such as reading signs and recognizing money. Also stress workplace skills both specific to an individual's job as well as work adjustment.

Employment & Training, Inc.
723 Portland Ave.
Huntingdon, PA 16652
Contact: Lois Heart
Program Director
Phone: 814-643-3093
Fax: 814-643-9381
TDD: 12-1380927
Services: GED
Other services: JTPA services—all facets of work experience and educational programs.
No. of students: 70
No. of paid staff: 3

Counties served: Huntingdon

Program description: Held in Employment & Training offices/classrooms and in church basements. Adult GED/remedial education classes supervised by a certified
Fayette County Community Action Agency, Inc.
137 N. Beeson Ave.
Uniontown, PA 15401
Contact:
James M. Stark
Executive Director
412-437-6050
412-437-4418
Literacy, ABE, GED, ESL,
Transportation, housing, case
management, WIC, employment
and training programs.
93
6
110
Day classes. Community based.
Fayette
Two comprehensive sites: one in
Connellsville and one in
Uniontown; and on-going tutoring
at several sites.
No. of students:
No. of paid staff:
No. of volunteer staff:
Availability:
Counties served:
Description of sites:
Program description:
495
The district hosts the
GED program and offers adults
access to its educational and
support services.
Program description:
Variety of educational and
vocational training classes to
improve academic and
interpersonal skills, capabilities,
and job readiness.
Site-based adult education
access to secondary school
family center, computer labs,
health lab, educational labs,
and health/human services.
Open entry-open exit programs
for adults at the grade 0-4
literacy level, the advanced level
for adults at grade 5-8 literacy
level, and the GED level offers
instruction for adults to achieve
high school equivalency diploma.
Site-based adult education
access to secondary school
family center, computer labs,
health lab, educational labs,
and health/human services.
Open entry-open exit programs
for adults at the grade 0-4
literacy level, the advanced level
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family center, computer labs,
health lab, educational labs,
and health/human services.
Open entry-open exit programs
for adults at the grade 0-4
literacy level, the advanced level
for adults at grade 5-8 literacy
level, and the GED level offers
instruction for adults to achieve
high school equivalency diploma.
Site-based adult education
access to secondary school
family center, computer labs,
health lab, educational labs,
and health/human services.
Open entry-open exit programs
for adults at the grade 0-4
literacy level, the advanced level
for adults at grade 5-8 literacy
level, and the GED level offers
instruction for adults to achieve
high school equivalency diploma.
Focus on Renewal Sto-Rox Neighborhood Corporation
500 Chartiers Avenue
McKees Rocks, PA 15136

Contact:

| Phone:          | 412-331-2400 |
| Services:      | Literacy, ABE, GED, Family Literacy |
| No. of students: | 165 |
| No. of paid staff: | 11 |
| No. of volunteer staff: | 30 |
| Availability:  | Day classes. Community based. |
| Counties served: | Allegheny |

Program description:
F. O. R. offers ABE and GED classes on-site during the day, and one-on-one tutoring day and evenings. Family Literacy services are provided through Even Start and five other locations. The Center also serves students from 7th-12th grade who are in need of academic support. Career planning, resume preparation, and job placement are offered on site via linkages with Community College of Allegheny County and Westnet. Support services are available at no charge.

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Free Library of Philadelphia, Reader Development Program
1901 Vine Street
Philadelphia, PA 19103

Contact:

| Phone:          | 215-686-5346 |
| E-mail address: | mc dougal ls@library.plila.gov |
| No. of paid staff: | 2 full-time, 5 part-time |

Program description:
Program selects, evaluates and distributes the best available materials on or below an eighth-grade reading level to individuals and organizations helping adult Philadelphians improve their literacy skills. The collection includes books for leisure reading, coping skills, employment materials and tutor training materials, in addition to a wide variety of instructional materials on reading, writing, science, social studies, math, and ESL.

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Fulton County Area Vocational Technical School
151 E. Cherry Street
McConnellsburg, PA 17233

Contact:

| Phone:          | 717-485-5813 |
| Services:      | Literacy, ABE, GED |
| Languages spoken by staff: | Spanish, French |
| No. of students: | 20 |
| No. of paid staff: | 4 |
| No. of volunteer staff: | 8 |
| Availability:  | Evening classes. School based. |
| Counties served: | Fulton |

Program description:
Free adult classes in reading, English, and math. We offer an individual approach, convenient location, and flexible schedule.
Genesis II
1214 N. Broad Street
Philadelphia, PA 19121
Contact: Joseph Beech
ABE Program Director
Phone: 215-763-2650
Fax: 215-232-9895

Germantown Women’s Educational Project
21 W. Washington Lane
Philadelphia, PA 19144
Contact: Peggy McGuire
Executive Director
Phone: 215-843-2148
Fax: 215-843-3856
E-mail address: gwep@philadelphia.libertynet.org
Services: Literacy, ABE, GED, Family Literacy
Other services: Child care; transition support; community volunteer/work experience internship program
No. of students: 75
No. of paid staff: 8
No. of volunteer staff: 4
Counties served: Philadelphia
Description of sites: Adult Learning Center situated in neighborhood church; one class in local middle school building.
Program description: Innovative, accessible day and evening classes in Adult Basic and Literacy Education and GED preparation as a basis for further education, career readiness, and family and community development. Professional and volunteer class teams offer individualized and small-group instruction, transition support, on-site child care, personal/family/vocational counseling, support groups, and referrals.

Germantown Women’s Educational Project
21 W. Washington Lane
Philadelphia, PA 19144
Contact: Peggy McGuire
Executive Director
Phone: 215-843-2148
Fax: 215-843-3856
E-mail address: gwep@philadelphia.libertynet.org
Services: Literacy, ABE, GED, Family Literacy
Other services: Child care; transition support; community volunteer/work experience internship program
No. of students: 75
No. of paid staff: 8
No. of volunteer staff: 4
Counties served: Philadelphia
Description of sites: Adult Learning Center situated in neighborhood church; one class in local middle school building.
Program description: Innovative, accessible day and evening classes in Adult Basic and Literacy Education and GED preparation as a basis for further education, career readiness, and family and community development. Professional and volunteer class teams offer individualized and small-group instruction, transition support, on-site child care, personal/family/vocational counseling, support groups, and referrals.

Goodwill Industries of Pittsburgh
2600 E. Carson Street
Pittsburgh, PA 15203
Contact: Judith Aaronson
Director
Phone: 412-390-2327
Fax: 412-481-0187
E-mail address: aaronson@goodwillpitt.org
Services: Literacy, ABE, GED, Workplace, Family Literacy
Other services: ABE/GED classes at the Allegheny County Jail. GED testing at the County Jail. Tutor training — ABE/GED tutoring at Goodwill’s community correction center.
No. of students: 365
No. of paid staff: 11
No. of volunteer staff: 50
Counties served: Allegheny
Description of sites: Adult literacy services at its primary location on the south side of Pittsburgh, at other Goodwill and Community sites, and at the Allegheny County Jail.
Program description: Addresses adult literacy education from the perspective of family literacy, career development and vocational-based education. Provides quality education programs to disadvantaged and disabled adults.

Greater Erie Community Action Committee (GECAC)
1006 W. 10th Street
Erie, PA 16502
Contact: Lynne Burke
ABE Program Director
Phone: 814-451-5610
Fax: 814-451-5618
Services: Literacy, ABE, GED, Family Literacy
Other services: Complete social service agency offering services from cradle to grave.
No. of students: 110
No. of paid staff: 3
No. of volunteer staff: 6
Counties served: Erie
Program description: Programs offered in family literacy and GED level. Open entry/open exit. Classes offered Monday through Friday and evenings on Monday and Wednesday.

Greater Johnstown Career and Technology Center
445 Schoolhouse Road
Johnstown, PA 15904
Contact: Anthony C. Crimarki
ABE Program Director
Phone: 814-269-3874
Fax: 814-269-4586
Services: Literacy, ABE, GED, ESL, Workplace
Other services: Standard evening high school diploma; tutor training; remedial developmental reading and
Greater Pittsburgh Literacy Council
Greater Johnstown CTC

| No. of students: | 42 |
| No. of paid staff: | 10 |
| No. of volunteer staff: | 2 |
| Availability: | Day classes. Evening classes. |
| Counties served: | Cambria, Somerset, Westmoreland, Indiana |
| Description of sites: | General classroom for group and individual learning in a comprehensive learning center. |
| Program description: | The Greater Johnstown CTC is the primary provider of literacy for the greater Johnstown community. This includes ABE, GED, ESL, workplace literacy, tutoring, remedial classes in English and math, and other specialized classes. After completion, participants may elect to enter any of 18 excellent post-secondary career courses available at GJCTC. |

Greene County Library System
Greenville Literacy Council

| No. of students: | 2,200 |
| No. of paid staff: | 30 |
| No. of volunteer staff: | 650 |
| Availability: | Day classes. Evening classes. |
| Counties served: | Mercer |
| Description of sites: | Eleven neighborhood offices are located throughout Allegheny County. Classes are held in convenient neighborhood sites. |
| Program description: | A comprehensive adult education agency which provides classes in basic skills, GED preparation, ESL, job preparation, workplace literacy, and family literacy. In 1997 the Council will open a center for computer-assisted learning. Classes run three to four hours a week, or 25 hours a week. Class sites are located throughout Allegheny County. |

Guide to Services Provided:
- Literacy: basic reading instruction
- ABE: Adult Basic Education
- GED: preparation for the Tests of General Educational Development
- ESL: English as a Second Language
- Workplace: adult education in conjunction with employers
- Family Literacy: intergenerational learning environment
Grove City Area Literacy Council
211 S. Broad Street
Grove City, PA 16127

Contact: Roberta Wykoff
Coordinator
Phone: 412-458-7270
Services: Literacy, ABE, GED, ESL,
Family Literacy
No. of students: 50
No. of paid staff: 2
No. of volunteer staff: 35
Availability: Day classes. Evening classes.
Community based.
Counties served: Mercer, Butler
Description of sites: One-on-one tutoring usually done at site location. Occasionally tutoring is done in the home, local churches, or public places.

Program description: Program’s primary goal is to provide free one-on-one or small-group tutoring to adults to improve their literacy skills in reading, math, and English. Council also provides ABE, GED, and ESL instructions to students. Council’s Family Literacy Program is emerging as the Council collaborates with local schools, hospitals, and community agencies.

Harrisburg Area Community College
One HACC Drive
Harrisburg, PA 17110

Contact: Rachel Gibbs
Coordinator
Phone: 717-780-2631
Fax: 717-236-0709
Services: ABE
No. of students: 55
No. of paid staff: 8
Availability: Day classes. Evening classes.
School based.
Counties served: Dauphin, Cumberland, Perry
Description of sites: General classroom setting
Program description: Provides educationally disadvantaged individuals an opportunity to develop skills in writing, social studies, science, literature, the arts, and mathematics in order to prepare for the Commonwealth Secondary School Diploma tests.

Harrisburg Housing Authority
351 Chestnut St.
Harrisburg, PA 17101

Contact: Leroy Robinson
ABE Program Director
Phone: 717-232-6781
Program description: ABE and GED programs are offered to adults with less than a high school diploma. Adults that complete 60 hours of coursework, pass the GED test, and reside in the Harrisburg area are eligible to receive a Harrisburg High School diploma.

Harrisburg State Hospital, Capital Area I.U. 15
Education Department, Pouch A
Harrisburg, PA 17105

Contact: Joan Y. Leopold
ABE Program Director
Phone: 717-772-7561
Services: Literacy, ABE, GED, Workplace
No. of students: 175
No. of paid staff: 6
Availability: Day classes.
Counties served: Dauphin
Description of sites: Classes in mental institution on wards and in workshop; satellite program in MR community setting.

Program description: ABE/GED/Literacy program provides 400 hrs of instruction in basic skills for adults who have not completed high school. Each 1 hour, 4 day a week class serves 5 to 10 residents. 12 classes are conducted on the wards, in the workshop and in the community MR program. Reading, writing, and math are stressed, always in the context of social living or job related skills. Goals of the treatment team for each resident are given top priority by the teacher in constructing an education plan for each resident.
Hatboro-Horsham School District
229 Meetinghouse Road
Horsham, PA 19044

Contact: Wayne Laubach
ABE Program Director

Phone: 215-441-7950
Fax: 215-441-7940

Services: GED, ESL

No. of students: 35
No. of paid staff: 4
No. of volunteer staff: 2

Availability: Evening classes. School based.

Counties served: Montgomery, Bucks

Description of sites: Conjunction with Adult Evening School

Program description: The Adult programs provide GED and ESL services. Program taught by certified staff and a few volunteer tutors. Classes are held at Keith Valley Middle School on Tuesday and Wednesday evenings from 7-10 p.m. Program begins in September and ends in May.

Hazleton Area School District
101 S. Church St.
Hazleton, PA 18201

Contact: Edward S. Lyba
ABE Program Director

Phone: 717-459-3111
Fax: 717-459-3118

Hiram G. Andrews Center
727 Goucher Street
Johnstown, PA 15905

Contact: Jack Demuth
ABLE Director

Phone: 814-255-8288
Fax: 814-255-3406
TDD: 814-255-5823

Services: ABE

No. of students: 180
No. of paid staff: 5

Availability: Day classes. School based.

Counties served: All counties within the Commonwealth

Description of sites: Individualized educational and rehabilitation programs for resident and commuter students. Individual program may include vocational evaluation, educational program, and physical restoration.

Program description: Program is designed to provide students with the basic academic and vocational skills needed for employment. Success in a pre-determined training area and subsequently in the world of work is the primary goal of the program. Classes in math, English, and reading are self-paced and highly individualized.

Hispanic American Council
554 E. 10th Street
Erie, PA 16503

Contact: Erika Freeman
ABE Program Director

Phone: 814-455-0212
Fax: 814-453-2363

Services: GED, ESL

No. of students: 85
No. of paid staff: 11
No. of volunteer staff: 5

Availability: Day classes. Community based.

Counties served: Erie

Program description: Three levels (beginning, intermediate, advanced) of ESL instruction are offered free to Erie County residents. Students study between six and 20 hours a week, depending on individual needs. GED preparation classes are interspersed with the advanced ESL and individual classes. Spanish literacy is taught on an as-needed basis.

Horizon House Rehabilitation Services, Inc.
120 S. 30th Street
Philadelphia, PA 19104

Contact: Jerome E. Howard
ABE Program Director

Phone: 215-386-6886
Fax: 215-382-8042
E-mail address: horizon@libertynet.org

Services: ABE, GED

Other services: College preparatory instructional services (post-GED level) for students who desire to attend Community College of Philadelphia

No. of students: 125
No. of paid staff: 6
No. of volunteer staff: 1-5

Availability: Day classes. Community based.

Counties served: Philadelphia

Description of sites: Classes are conducted at Horizon House's central program/administrative site, 120 S. 30th Street.

Program description: Program provides classroom instruction in adult basic
education, GED preparation and college preparation on a year-round basis. Classes are continuous; students may enter at any time during the year. Students must be consumers within Horizon House's system of mental health rehabilitation or drug and alcohol recovery services or they must be consumers of comparable services within an agency affiliated officially with Horizon House.

Housing Authority of Lycoming County
1941 Lincoln Drive
Williamsport, PA 17701

Contact: Dan Merk
ABE Program Director
717-326-0587
717-322-2197
dlmerkey@tekscape.com

Services: ABE, GED, Family Literacy
Other services: Employment and training programs

No. of students: 35
No. of paid staff: 1
Availability: Day classes. Community based.
Counties served: Lycoming
Description of sites: Program is operated at the Loyalsock Community Center located at the Pennvale Housing Project.

Program description: Program offers ABE/GED classes for residents of Lycoming County Housing Authority projects. Instruction utilizes both computer and written materials as well as a family literacy base. Job-specific and job-readiness materials are also incorporated to prepare students for employment. Program is operated by STEP, Inc.

Huntingdon County Child and Adult Development Corporation
723 Portland Avenue
Huntingdon, PA 16652

Contact: Louise Ketner
ABE Program Director
814-643-5199
814-643-2273
ketner@vicon.net

Languages spoken by staff: Spanish, French
No. of students: 490
No. of paid staff: 1
No. of volunteer staff: 41
Availability: Day classes. Evening classes.
Counties served: Huntingdon
Description of sites: Mt. Union-St. Catherines School Hall. Huntingdon - Portland Avenue Complex.

Program description: Project incorporates goal-setting, diagnostic and prescriptive individualized literacy and ABE level instruction in a holistic system approach to adult learning. A variety of additional instruction, video-based math and writing materials, as well as parenting and budgeting strands using small-group instruction.

Huntingdon County Child and Adult Development Corporation
723 Portland Avenue
Huntingdon, PA 16652

Contact: Louise Ketner
ABE Program Director
814-643-5199
814-643-2273
ketner@vicon.net

Languages spoken by staff: Spanish, French
No. of students: 490
No. of paid staff: 1
No. of volunteer staff: 41
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Counties served: Huntingdon
Description of sites: Mt. Union-St. Catherines School Hall. Huntingdon - Portland Avenue Complex.

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ketner@vicon.net

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Availability: Day classes. Evening classes.
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Description of sites: Mt. Union-St. Catherines School Hall. Huntingdon - Portland Avenue Complex.

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Huntingdon County Child and Adult Development Corporation
723 Portland Avenue
Huntingdon, PA 16652

Contact: Louise Ketner
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814-643-2273
ketner@vicon.net

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Availability: Day classes. Evening classes.
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IHM Center for Literacy & GED Program
425 W. Lindley Ave.
Philadelphia, PA 19120

Contact: Sister Mary E. Eckardt
ABE Program Director
215-457-2232
215-457-2232

Languages spoken by staff: Spanish
No. of students: 490
No. of paid staff: 1
No. of volunteer staff: 41
Availability: Day classes. Evening classes.
Counties served: Philadelphia
Description of sites: Southwest (Kingsessing) and North (Olney) sections
Indian Valley Opportunity Center
201 Main Street
Souderton, PA 18964
Contact: Richard G. Detwiler
Director
Phone: 215-723-5430
E-mail address: ivoc@juno.com
Services: Literacy, ABE, GED, ESL, Workplace
Languages spoken by staff: Spanish, Vietnamese, Korean, Polish, Portuguese
Other services: Social Services: Case management, information and referral, emergency assistance, food pantry, parenting skills, training and counseling, immigration counseling, interpreting and translating.
No. of students: 200
No. of paid staff: 11
No. of volunteer staff: 45
Counties served: Montgomery and a small part of Bucks
Description of sites: ESL classrooms at church locations in Lansdale and Souderton, ESL classes at workplaces, one-on-one tutoring at various locations—libraries, churches, homes.
Program description: Social services to low-income people. Language and culture bridging services to multicultural community. Adult education services—volunteer tutoring program—literacy, ABE, GED, ESL. ESL program—community classes and workplace classes.

Indochinese-American Council
4936 Old York Road
Philadelphia, PA 19141
Contact: Vuong G. Thuy
Executive Director
Phone: 215-457-0272
Fax: 215-457-0557
E-mail address: ivoc@juno.com
Services: Literacy, ABE, GED, ESL, Workplace
Languages spoken by staff: French, Vietnamese, Cambodian, Chinese (Mandarin and Cantonese), Creole French, Russian, Spanish, and German
Other services: Basic education, computer training, counseling, employment, healthcare training, tutoring, etc.
No. of students: 45
No. of paid staff: 15
No. of volunteer staff: 6
Counties served: Philadelphia
Description of sites: The Council operates two community service centers: 4936 Old York Road, Phila., and 4666-68 N. 15th Street, Phila.
Program description: The Council provides a variety of services to empower at-risk, low-income minorities, ages 6-65, including refugees and immigrants from all over the world. The services include basic education, employment and skills training, counseling and employment services, tutoring, and mentoring.

Inglis House, A Wheelchair Community
2600 Belmont Ave.
Philadelphia, PA 19131
Contact: Paula Silver
Director of Education
Phone: 215-581-0734
Fax: 215-878-5158
E-mail address: inglisi@voicenet.com
Services: Literacy, ABE, GED
No. of students: 90
No. of paid staff: 7
No. of volunteer staff: 6
Counties served: Philadelphia
Description of sites: Three small classrooms, one quiet study room, and a computer lab containing 13 PCs and related equipment.
Program description: Inglis House education programs serve both residents on-site as well as adult learners in the community. Services include basic literacy, specific skills, and GED instruction for clients living at Inglis House and those from the larger community.

Institute for the Study of Civic Values
1218 Chestnut Street, Suite 702
Philadelphia, PA 19107
Contact: Michael Marsico
Director
Phone: 215-238-1434
Fax: 215-238-0530
E-mail address: mikmars@aol.com
Services: Literacy, ABE, GED, ESL
Languages spoken by staff: Spanish
| Program description: | | |
|----------------------|-----------------|
| Institute provides classes and one-on-one for 150 students a year. Utilizes community sites, libraries, center city address, and various businesses in the city. The Institute works with newspapers to advertise for volunteer tutors and to announce classes. Currently have four classes, two in the evening and two in the daytime. |

**Interim House Inc.**
333 W. Upsal St.
Philadelphia, PA 19119

**Contact:**
Kathy Wellbank
ABE Program Director

**Phone:**
215-849-4606

**Fax:**
215-849-3776

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**Intermediate Unit 1**
One Intermediate Unit Drive
Coal Center, PA 15423

**Contact:**
Sue R. Conrady
ABE Program Director

**Phone:**
412-938-3241

**Fax:**
412-938-8722

**Services:**
Literacy, ABE, GED

**Other services:**
School-to-work, Institutional ABE

**No. of students:**
615

**No. of paid staff:**
24

**No. of volunteer staff:**
20

**Availability:**
Day classes, Evening classes. School based.

**Counties served:**
Greene, Fayette, Washington

**Description of sites:**
Two full-time adult centers and one part-time community-based program in schools' community centers.

**Program description:**
Adult education program serves undereducated adults in three counties through individualized literacy, ABE, GED, and school-to-work classes taught by PA-certified teachers. Flexible schedules and various class locations available throughout these counties.

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**Jefferson County DuBois AVTS**
100 Jefftech Drive
Reynolds ville, PA 15851

**Contact:**
Michael J. Knobloch
ABE Program Director

**Phone:**
814-653-8265

**Fax:**
814-653-8425

**E-mail address:**
knobloch@jefftech.tech.pa.us

**Services:**
ABE

**No. of students:**
15

**No. of paid staff:**
4

**Availability:**
Evening classes. School based.

**Counties served:**
Jefferson, Clearfield

**Description of sites:**
Classroom

**Program description:**
ABE program offers small-group instruction to students and reviews academic skills in the following areas: mathematics, English, writing skills, and social studies/science. The broad areas covered in these classes allow for a general review of the emphasized subject area and the organization of the classes allow for individual needs to be met.
Jefferson-Clarion County Economic Opportunity Association Inc.

105 Grace Way
Punxsutawney, PA 15767

Contact: Judith K. Elkin
ABE Program Director

Phone: 814-938-3302
Fax: 814-938-7596

Languages spoken by staff: Have access to interpreters for Spanish and German

Other services: Parenting classes for Head Start parents

No. of students: 110
No. of paid staff: 6
No. of volunteer staff: 35


Counties served: Jefferson

Description of sites: Classrooms at high schools in evenings. Also use libraries and Army Reserve centers

Program description: Provides adults with private one-on-one tutoring to learn to read and classes to improve their basic skills and/or earn their GED. All services are confidential and free. Books are provided. Referrals are provided to available job training services and educational opportunity centers. Employability and Self-Esteem workshops can be provided.

Johnsonburg Public Library
520 Market Street
Johnsonburg, PA 15845

Contact: Bette Decker
ABE Program Director

Phone: 814-965-5492
Fax: 814-824-2810

Languages spoken by staff: Italian, Spanish

Other services: Tutoring in prison; work release outlet to nearby industries for textbooks, etc.; base used for tutoring "delinquent" high school students.

No. of students: 35
No. of paid staff: 3
No. of volunteer staff: 13


Counties served: Elk

Description of sites: 425 square miles, population 35,000—covers towns of St. Mary's, Ridgeway, Johnsonburg, Kersey, Wilcox

Program description: Provides services that require some degree of literacy that enables individuals to be able to function adequately.

Jewish Community Center's David Neuman Senior Center
6600 Bustleton Avenue
Philadelphia, PA 19149

Contact: Susan Adams
ABE Program Director

Phone: 215-338-9800
Fax: 215-338-3235

Languages spoken by staff: Yiddish, Russian

Other services: Provides daily meals, health services, counseling, referrals, continuing education, and volunteer opportunities

No. of students: 345
No. of paid staff: 3
No. of volunteer staff: 40

Availability: Day classes. Community based.

Counties served: Philadelphia

Description of sites: Senior Center, Synagogue, Federation Housing Inc.

Program description: Provides daily meals, health services, counseling, referrals, continuing education, and volunteer opportunities.

The ABE/GED program is open entry for any adult over 17 years of age who does not have a high school diploma. The program offers both day and evening classes at convenient sites for the surrounding community. Class types consist of one-on-one instruction, small-group instruction, and computer-aided
Adults who enter the program find themselves in a flexible, non-threatening, and encouraging program.

Korean Community Development Service Center
6055 N. 5th Street
Philadelphia, PA 19120
Contact: Judy Kim
ABE Program Director
Phone: 215-276-8830
Fax: 215-224-8150
Languages spoken by staff: Korean, Spanish, Chinese, Cambodian
Other services: Community-based services
No. of students: 185
No. of paid staff: 8
No. of volunteer staff: 3
Availability: Evening classes. Community based.
Description of sites: Classrooms
Program description: Program designed to use trained instructors to help adults improve their basic reading and writing skills. Through free educational enhancement services, the needs of the city and its surrounding area are being met.

La Comunidad Hispana, Incorporated
219 Birch Street
Kennett Square, PA 19348
Contact: Claire R. Russell
ABE Program Director
Phone: 610-444-4545
Fax: 610-444-6407
E-mail address: crussell@locke.ccil.org
Languages spoken by staff: Spanish
Other services: Social services including: information; referrals; employment placement and problem-solving; emergency food, clothing, shelter; translation and interpretation; case management, etc.
No. of students: 230
No. of paid staff: 12
No. of volunteer staff: 10
Counties served: Chester (mostly southern)
Description of sites: Classes given at social service agencies and churches
Program description: Provides ESL, pre-GED, GED (in Spanish), and Spanish classes in the Southern Chester County area. Agency staff are bilingual. The program works in collaboration with all Pennsylvania Department of Education funded programs in Chester County.

Lackawanna Junior College
501 Vine Street
Scranton, PA 18509
Contact: Joyce P. Kerrick
Director
Phone: 717-961-7834
Fax: 717-961-7858
E-mail address: joycepk@aol.com
Languages spoken by staff: Spanish, German
No. of students: 150
No. of paid staff: 4
No. of volunteer staff: 25
Counties served: Lackawanna, Luzerne
Description of sites: Junior College, workplaces, family centers, housing development, one-on-one at college or in other public places.
Program description: Program provides a variety of adult education programs including literacy tutoring, adult basic education, GED, ESL, and workplace education. Family literacy is incorporated into all of our curricula. Main method of teaching is small groups. Computer-assisted instruction is also available.

Lancaster-Lebanon Intermediate Unit 13
1110 Enterprise Road
East Petersburgh, PA 17520
Contact: Dr. David P. Karl
Director of Adult Education
Phone: 717-273-0778
Fax: 717-270-2943
E-mail address: Dr_Karl@qmgateway.iu13.k12.pa.us
Languages spoken by staff: Spanish, French
Other services: Vocational English Training, GED Test Administration, County Prison Programs, International English Training for Adults, Southeast Professional Development Center, Even Start, Displaced Worker Program.
No. of students: 2,900
No. of paid staff: 63
No. of volunteer staff: 30

La Comunidad Hispana, Incorporated
219 Birch Street
Kennett Square, PA 19348
Contact: Claire R. Russell
ABE Program Director
Phone: 610-444-4545
Fax: 610-444-6407
E-mail address: crussell@locke.ccil.org
Languages spoken by staff: Spanish
Other services: Social services including: information; referrals; employment placement and problem-solving; emergency food, clothing, shelter; translation and interpretation; case management, etc.
No. of students: 230
No. of paid staff: 12
No. of volunteer staff: 10
Counties served: Chester (mostly southern)
Description of sites: Classes given at social service agencies and churches
Program description: Provides ESL, pre-GED, GED (in Spanish), and Spanish classes in the Southern Chester County area. Agency staff are bilingual. The program works in collaboration with all Pennsylvania Department of Education funded programs in Chester County.

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Scranton, PA 18509
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Phone: 717-961-7834
Fax: 717-961-7858
E-mail address: joycepk@aol.com
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Description of sites: Junior College, workplaces, family centers, housing development, one-on-one at college or in other public places.
Program description: Program provides a variety of adult education programs including literacy tutoring, adult basic education, GED, ESL, and workplace education. Family literacy is incorporated into all of our curricula. Main method of teaching is small groups. Computer-assisted instruction is also available.

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1110 Enterprise Road
East Petersburgh, PA 17520
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Director of Adult Education
Phone: 717-273-0778
Fax: 717-270-2943
E-mail address: Dr_Karl@qmgateway.iu13.k12.pa.us
Languages spoken by staff: Spanish, French
Other services: Vocational English Training, GED Test Administration, County Prison Programs, International English Training for Adults, Southeast Professional Development Center, Even Start, Displaced Worker Program.
No. of students: 2,900
No. of paid staff: 63
No. of volunteer staff: 30

La Comunidad Hispana, Incorporated
219 Birch Street
Kennett Square, PA 19348
Contact: Claire R. Russell
ABE Program Director
Phone: 610-444-4545
Fax: 610-444-6407
E-mail address: crussell@locke.ccil.org
Languages spoken by staff: Spanish
Other services: Social services including: information; referrals; employment placement and problem-solving; emergency food, clothing, shelter; translation and interpretation; case management, etc.
No. of students: 230
No. of paid staff: 12
No. of volunteer staff: 10
Counties served: Chester (mostly southern)
Description of sites: Classes given at social service agencies and churches
Program description: Provides ESL, pre-GED, GED (in Spanish), and Spanish classes in the Southern Chester County area. Agency staff are bilingual. The program works in collaboration with all Pennsylvania Department of Education funded programs in Chester County.
LaSalle University, Adult Learning Project

Counties served: Lancaster, Lebanon
Description of sites: 3 Centers (Lancaster, Lebanon, Millersville), 35 satellite classes, Southeast Professional Development Center

Program description: Offers comprehensive adult basic education services to adults in Lancaster and Lebanon counties. In addition to ABE, GED, and ESL classes, IU 13 offers workforce education, family literacy, job training, and professional development services.

Availability: Day classes. Community based.
Counties served: Lebanon
Description of sites: One site located at a Housing Authority community building.

Program description: Program provides adult education and life skills education to residents of Lebanon County, especially those in public/subsidized housing, shelters, or in a housing crisis. The environment is supportive and non-judgemental and is structured much like a one-room schoolhouse with a lot of small-group and peer teaching. The staff is well versed in nontraditional strategies for adults.

Lehigh Carbon Community College

4525 Education Park Drive
Schnecksville, PA 18078

Contact: Lauren Giguere
Phone: 610-776-1998
Fax: 610-776-6503
E-mail address: lkg9@lex.lccc.edu

Services: ABE, GED, ESL, Workplace, Family Literacy
Languages spoken by staff: Spanish

No. of students: 255
No. of paid staff: 7
No. of volunteer staff: 1
Availability: Day classes. Evening classes. School based.

Counties served: Lehigh
Description of sites: Institutional programs include a prison, state hospital, and drug rehabilitation.

Program description: Program includes a community agency, THE PROGRAM for women and families and an ABE/GED/ESL program for institutionalized adults at a prison, a state hospital, and a drug rehabilitation center. Includes ABE/GED and family literacy instruction at a community agency for disadvantaged women as well as workplace ABE at a local company.

Lebanon County Housing Authority

1012 Brock Drive
Lebanon, PA 17046

Contact: Michael Barrett
Phone: 717-273-8901
Fax: 717-273-8942
Services: ABE, GED, Family Literacy
Other services: Life skills: budgeting, time management; advocacy with community agencies

No. of students: 50
No. of paid staff: 3
Availability: Day classes. Community based.
County served: Lebanon
Description of sites: One site located at a Housing Authority community building.

Program description: Program provides adult education and life skills education to residents of Lebanon County, especially those in public/subsidized housing, shelters, or in a housing crisis. The environment is supportive and non-judgemental and is structured much like a one-room schoolhouse with a lot of small-group and peer teaching. The staff is well versed in nontraditional strategies for adults.

Library for the Blind and Physically Handicapped
(Mayor's Commission on Literacy)

919 Walnut Street
Philadelphia, PA 19107

Contact: Jill Gross
Phone: 215-925-3213
Fax: 215-928-0856
E-mail address: adaged@libertynet.org
Services: ABE, GED
Other services: Access for the blind, physically
The Literacy Council of Norristown
113 E Airy St.
Norristown, PA 19401
Contact: Maria S. Chapis
ABE Program Director
Phone: 610-292-8515
Fax: 610-292-8528
Services: Literacy, ABE, GED, ESL
Languages spoken by staff: Spanish, French
No. of students: 100
No. of paid staff: 10
No. of volunteer staff: 96
Counties served: Montgomery
Description of sites: Any public place, church, library, community center
Program description: The Literacy Council of Norristown
Literacy Council of Reading-Berks
519 Elm Street
Reading, PA 19601

Contact: Joan M. Breisch
Executive Director
Phone: 610-372-7876
Fax: 610-375-6336
E-mail address: lcbr@ixnetcom.com
Services: Literacy, ABE, GED, ESL, Family Literacy

Languages spoken by staff: Spanish, Vietnamese, Polish

Other services: Computer-assisted learning, bi-annual citizenship classes

No. of students: 402
No. of paid staff: 10
No. of volunteer staff: 277


Counties served: Berks

Description of sites: Comprehensive adult learning center; one-on-one tutoring in churches, YMCAs, libraries, and homes.

Program description: Trains volunteers to tutor one-on-one both basic literacy skills and English conversational skills to adults in Berks County. Offers citizenship classes to those eligible for naturalization. Provide support, materials, and linkage services to adult learners. Disburses information regarding literacy and the availability of literacy services in Reading and Berks areas.

Literacy Council of Venango County
1243 Liberty Street, Suite 314
Franklin, PA 16323

Contact: Maloy Beach
Executive Director
Phone: 814-432-7323
Fax: 814-437-5716
Services: Literacy, ABE, GED, ESL
Languages spoken by staff: Spanish, Tagalog

Other services: Jail literacy, ASVAB, life skills, job search, tutor training, staff development, assessment, educational counseling.

No. of students: 190
No. of paid staff: 2
No. of volunteer staff: 75

Availability: Day classes. Evening classes.

Counties served: Venango

Description of sites: One-on-one tutoring at neutral sites, such as churches, literacy council, and libraries.

Program description: Offers one-on-one tutoring in literacy, ABE, GED, and ESL to adults 17 years and older and out of school. Lessons are provided by volunteer trained tutors at no cost to the student.

Lutheran Child/Family Services
5901 N. 5th St.
Philadelphia, PA 19120

Contact: Harriet J. Brener
Community Service Supervisor
Phone: 215-276-7800
Fax: 215-276-7813

Lutheran Social Mission Society/Lutheran Settlement House
1340 Frankford Avenue
Philadelphia, PA 19125

Contact: Antoinette Falco
Education Coordinator
Phone: 215-426-8610
Fax: 215-426-0581
E-mail address: luthersh@libertynet.org
Services: Literacy, ABE, GED, ESL
Languages spoken by staff: Spanish

Other services: Computer learning lab, after-school Homework Club.

No. of students: 600
No. of paid staff: 15
No. of volunteer staff: 10


Counties served: Philadelphia

Description of sites: Community center, public schools, public libraries, hospital, drug treatment centers, halfway houses.

Program description: Offers 24 basic education classes, along with individual tutoring, vocational and educational counseling, and computer-assisted instruction. Classes range from beginning reading to high school equivalency preparation and ESL. All on-site education unit classes include a computer lab component.
Lycoming County Library System
19 E. 4th Street
Williamsport, PA 17701

Contact: Linda Herr
ABE Director
Phone: 717-321-0200
Fax: 717-323-6938

Services:
- Literacy, ABE, GED, ESL
- Workplace, Family Literacy

Languages spoken by staff: 70
No. of students: 160
No. of paid staff: 4
No. of volunteer staff: 12

Availability:
- Day classes. Evening classes.
- Community based.

Counties served: Lycoming

Description of sites: Varied

Program description:
Lycoming County Library System Literacy Project provides one-on-one basic skills instruction, GED preparation, on- or off-site workplace instruction tailored to specific needs of the industry. ESL instruction is provided one-on-one or in small-group sessions. Family literacy services are provided at present in the context of ESL instruction.

Guide to Services Provided:
- Literacy: basic reading instruction
- ABE: Adult Basic Education
- GED: preparation for the Tests of General Educational Development
- ESL: English as a Second Language
- Workplace: adult education in conjunction with employers
- Family Literacy: intergenerational learning environment

Luzerne County Community College
1333 S. Prospect St.
Nanticoke, PA 18634

Contact: Margaret Rood
Coordinator
Phone: 717-829-7413
Fax: 717-829-7405
E-mail address: prood@luzerne.edu

Languages spoken by staff: Hispanic
No. of students: 305
No. of paid staff: 18
No. of volunteer staff: 10

Availability:
- Day classes. Evening classes.
- School based.

Counties served: Luzerne

Description of sites:
- Job Centers, churches, Head Start sites, library, ARC, HUD projects, high school, and family centers.

Program description:
The Adult Literacy Training & Assistance Program provides free basic skills training to eligible clients at all instructional levels through grade 12, including ESL and GED instruction. Certified instructors and trained volunteers are used in group and individual (one-on-one) instructional settings.

Luzerne Intermediate Unit 18
368 Tioga Ave.
Kingston, PA 18704

Contact: Frank Nardone
ABE Programs Director, federal and state programs
Phone: 717-287-9681, Ext. 140
Fax: 717-287-5721
E-mail address: FNARD@MSN.COM

Languages spoken by staff: Spanish
Other services: Single Point of Contact, Job Training Partnership.

No. of students: 120
No. of paid staff: 2
No. of volunteer staff: 2

Availability:
- Day classes. Evening classes.

Counties served: Luzerne

Program description:
Adult education program is a part-time instructional and community service program for high school dropouts. Instructors diagnose skill areas and design a prescription for remediation in the form of an individual education plan with career-related goals. Instruction and service interrelate with the skills curriculum driven by the GED.

Guide to Services Provided:
- Literacy: basic reading instruction
- ABE: Adult Basic Education
- GED: preparation for the Tests of General Educational Development
- ESL: English as a Second Language
- Workplace: adult education in conjunction with employers
- Family Literacy: intergenerational learning environment
Mansfield University
219 Doane Center
Mansfield, PA 16933

Contact: Diane H. Cady
ABE Program Director
Phone: 717-662-4746
Fax: 717-662-4120
E-mail address: dcady@wheat.mnsfld.edu
Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy
Languages spoken by staff: Spanish
Other services: Academic counseling, referral services, testing
No. of students: 185
No. of paid staff: 13
No. of volunteer staff: 39
Availability: Day classes. Evening classes. School based.
Counties served: Tioga, Bradford, Potter
Description of sites: ABE or GED classroom sites at Mansfield University, two school districts (elementary and secondary), three local industries, Tioga County Prison, one-on-one tutoring at churches, and libraries
Program description: Adult literacy, basic skills training, and ESL tutoring is provided by trained literacy volunteers. Day and evening community classes prepare adults for GED test. A family literacy site also offers diverse services. Education classes meet at three industrial locations, and a corrections education program at the prison assists inmates in preparing for the GED. Counseling and testing are provided.

Marywood College, School of Continuing Education
2300 Adams Ave.
Scranton, PA 18509

Contact: Meg Cullen-Brown
ABE Program Director
Phone: 717-348-6237
Fax: 717-348-5030
E-mail address: BROWNM@MARYWOOD.EDU
Services: GED
No. of students: 110
No. of paid staff: 7
Availability: Evening classes. School based.
Counties served: Lackawanna
Description of sites: GED classes are held on site at Marywood's campus and at the Lackawanna County Prison.
Program description: Information and referral of students and tutors, support provided to over 300 sites throughout the city that provide Literacy, ABE, GED, ESL, workplace, and family literacy services.

Mercer County AVTS
776 Greenville Road, P.O. Box 152
Mercer, PA 16137

Contact: Cathy Wright
ABE/GED Instructor
Phone: 412-662-3000
Fax: 412-662-1025
Services: Literacy, ABE, GED
No. of students: 125
No. of paid staff: 3
Availability: Day classes. Evening classes. School based.
Counties served: Mercer
Description of sites: Classes in a vocational-technical school and outstationed high school sites in county.
Program description: ABE and GED classes are held day and evening. Assessment of students pinpoint the level of the curriculum for each student and much of the instruction is one-on-one tutoring.

**Metropolitan Career Center, Philadelphia**
162 W. Chelton Avenue, 2nd Floor
Philadelphia, PA 19144
Contact: Rhonda McClenton
    ABE Program Director
Phone: 215-843-6615
Fax: 215-843-7661
E-mail address: MCC2000@philadelphia.libertynet.org
Services: Literacy, ABE, GED, Workplace
Description of sites: Modern office-like setting; state-of-the-art computer labs.
Program Description:

**Mid-State Literacy Council**
204 Calder Way
State College, PA 16801
Contact: Monica Mathews
    Director
Phone: 814-238-1809
Fax: 814-234-7882
E-mail address: MSLC3@AOL.COM
Services: Literacy, ABE, ESL, Workplace, Family Literacy
No. of students: 418
No. of paid staff: 9
No. of volunteer staff: 200
Counties served: Centre, Clearfield
Description of sites: Three office locations (two with computer labs); individual settings at convenience of learner and tutor.
Program description:

**Midwestern Intermediate Unit 4**
453 Maple Street
Grove City, PA 16127
Contact: Elaine Nagel
    ABE Program Director
Phone: 412-458-6700
Fax: 412-458-5083
TDD: 412-458-1591
Services: ABE, GED
Other services: County correctional institutions, GED services
No. of students: 275
No. of paid staff: 20 part time
Availability: Day classes. Evening classes. School based.

**Mountgomery County OIC**
Arch and East Basin Streets
Norristown, PA 19401
Contact: Rosalie G. Davies
    ABE Program Director
Phone: 610-279-9700
Fax: 610-279-9705

Counties served: Butler, Lawrence, Mercer
Description of sites: Community based sites: churches, schools, recreation centers, Head Start buildings, etc.
Program description: Program prepares students to read, write, and develop skills needed to succeed in everyday life. The program prepares participants for the GED. Program emphasizes individual instruction based on the need of each student. Classes are taught by state-certified teachers and served by a counselor to help participants with educational and vocational plans.

**Mountgomery County Intermediate Unit 23**
1605-B W. Main St.
Norristown, PA 19403
Contact: Larry Rees
    Adult Basic Education Supervisor
Phone: 215-355-7586

**Mifflin County Library Literacy Program**
123 N. Wayne Street
Lewistown, PA 17044
Contact: Cathy Forsythe
    Literacy Coordinator
Phone: 717-242-2391
Fax: 717-242-2825
Services: Literacy, ESL
No. of students: 105
No. of paid staff: 1
No. of volunteer staff: 75
Counties served: Mifflin
Description of sites: One-on-one tutoring space available at main library and four branch libraries. Some tutoring done in homes, churches, banks, etc.
Program description: Program provides free training to any adult resident of the county who wants to improve their reading, writing, basic math, survival skills, and/or learn English as a second language. Volunteer tutors work one-on-one or with a small group of adult learners to help them achieve their goals.
<table>
<thead>
<tr>
<th>Nationalities Service Center</th>
<th>Other services: TAP, Town Watch, citizenship, social services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1300 Spruce Street</td>
<td>No. of students: 480</td>
</tr>
<tr>
<td>Philadelphia, PA 19107</td>
<td>No. of paid staff: 9</td>
</tr>
<tr>
<td>Contact: Harry Ringel</td>
<td>No. of volunteer staff: 11</td>
</tr>
<tr>
<td>GED Program Director</td>
<td>Availability: Day classes. Evening classes. Community based.</td>
</tr>
<tr>
<td>Phone: 215-893-8400</td>
<td>Counties served: Philadelphia, Bucks, Montgomery</td>
</tr>
<tr>
<td>Fax: 215-735-9718</td>
<td>Description of sites: Comprehensive adult learning center</td>
</tr>
<tr>
<td>E-mail address: <a href="mailto:HRingel580@aol.com">HRingel580@aol.com</a></td>
<td>No. of students: 85</td>
</tr>
<tr>
<td>Services: Literacy, ABE, GED, ESL</td>
<td>No. of paid staff: 5</td>
</tr>
<tr>
<td>Languages spoken by staff: French, Spanish, Vietnamese, etc.</td>
<td>No. of volunteer staff: 3</td>
</tr>
<tr>
<td>Other services: Counseling, community, aging</td>
<td>Availability: Day classes. Evening classes. Community based.</td>
</tr>
<tr>
<td>No. of students: 85</td>
<td>Counties served: Philadelphia, Montgomery, Delaware</td>
</tr>
<tr>
<td>No. of paid staff: 5</td>
<td>Description of sites: Center City Philadelphia location</td>
</tr>
<tr>
<td>No. of volunteer staff: 3</td>
<td>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</td>
</tr>
<tr>
<td>Counties served: Philadelphia, Montgomery, Delaware</td>
<td></td>
</tr>
<tr>
<td>Description of sites: Center City Philadelphia location</td>
<td></td>
</tr>
<tr>
<td>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Nazareth Area School District</th>
<th>Program description: The NWA is serving the immigrant Slavic population in the Philadelphia area. The NWA's primary mission has been to provide literacy instruction, supportive social services, and job referral to empower its clients to fully participate in the social and economic life of their new community. Over 14 years NWA has provided ESL instruction to over 4,000 adult learners with the support of PDE.</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Center Square</td>
<td>No. of students: 50</td>
</tr>
<tr>
<td>Nazareth, PA 18064</td>
<td>No. of paid staff: 5</td>
</tr>
<tr>
<td>Contact: Sherwood Frederick</td>
<td>No. of volunteer staff: 4</td>
</tr>
<tr>
<td>ABE Program Director</td>
<td>Availability: Evening classes. School based.</td>
</tr>
<tr>
<td>Phone: 610-759-1730</td>
<td>Counties served: Northampton</td>
</tr>
<tr>
<td>Fax: 610-746-2599</td>
<td>Description of sites: Library at Nazareth Area High School</td>
</tr>
<tr>
<td>Services: Literacy, GED, ESL</td>
<td>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</td>
</tr>
<tr>
<td>Languages spoken by staff: Spanish</td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Northampton County Community College</th>
<th>Program description: Offers classes in literacy, life skills, ABE, GED, and ESL at a variety of locations in Northampton, Monroe, and Wayne counties. Classes are offered during day and evening, and are free to the public.</th>
</tr>
</thead>
<tbody>
<tr>
<td>3835 Green Pond Road</td>
<td>No. of students: 2,000</td>
</tr>
<tr>
<td>Bethlehem, PA 18017</td>
<td>No. of paid staff: 70</td>
</tr>
<tr>
<td>Contact: Manuel A. Gonzalez</td>
<td>No. of volunteer staff: 150</td>
</tr>
<tr>
<td>Director of Adult Literacy</td>
<td>Availability: Day classes. Evening classes. Community based. School based.</td>
</tr>
<tr>
<td>Phone: 610-861-5427</td>
<td>Counties served: Northampton, Monroe, Wayne</td>
</tr>
<tr>
<td>Fax: 610-861-5093</td>
<td>Description of sites: On campus and in the community</td>
</tr>
<tr>
<td>E-mail address: <a href="mailto:mag@pmail.nrhm.cc.pa.us">mag@pmail.nrhm.cc.pa.us</a></td>
<td>Languages spoken by staff: Spanish</td>
</tr>
<tr>
<td>Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy</td>
<td></td>
</tr>
<tr>
<td>Languages spoken by staff: Spanish</td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>New World Association of Emigrants from Russia in Pennsylvania</th>
<th>Program description: Offers classes in literacy, life skills, ABE, GED, and ESL at a variety of locations in Northampton, Monroe, and Wayne counties. Classes are offered during day and evening, and are free to the public.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2218 Glendale St.</td>
<td>No. of students: 500</td>
</tr>
<tr>
<td>Philadelphia, PA 19152</td>
<td>No. of paid staff: 30</td>
</tr>
<tr>
<td>Contact: Ella Suplin</td>
<td>No. of volunteer staff: 100</td>
</tr>
<tr>
<td>Phone: 215-725-2706</td>
<td>Counties served: Northampton, Monroe, Wayne</td>
</tr>
<tr>
<td>Fax: 215-725-3214</td>
<td>Description of sites: Offers classes in literacy, life skills, ABE, GED, and ESL at a variety of locations in Northampton, Monroe, and Wayne counties. Classes are offered during day and evening, and are free to the public.</td>
</tr>
<tr>
<td>Services: ESL</td>
<td>Program description: Offers classes in literacy, life skills, ABE, GED, and ESL at a variety of locations in Northampton, Monroe, and Wayne counties. Classes are offered during day and evening, and are free to the public.</td>
</tr>
<tr>
<td>Languages spoken by staff: Russian</td>
<td></td>
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</table>

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<tr>
<th>Norristown Area School District</th>
<th>Program description: The NWA is serving the immigrant Slavic population in the Philadelphia area. The NWA's primary mission has been to provide literacy instruction, supportive social services, and job referral to empower its clients to fully participate in the social and economic life of their new community. Over 14 years NWA has provided ESL instruction to over 4,000 adult learners with the support of PDE.</th>
</tr>
</thead>
<tbody>
<tr>
<td>401 N. Whitehall Rd.</td>
<td>No. of students: 50</td>
</tr>
<tr>
<td>Norristown, PA 19403</td>
<td>No. of paid staff: 5</td>
</tr>
<tr>
<td>Contact: Joseph Beech</td>
<td>No. of volunteer staff: 4</td>
</tr>
<tr>
<td>ABE Program Director</td>
<td>Availability: Evening classes. School based.</td>
</tr>
<tr>
<td>Phone: 610-630-5066</td>
<td>Counties served: Northampton</td>
</tr>
<tr>
<td>Fax: 610-630-5115</td>
<td>Description of sites: Library at Nazareth Area High School</td>
</tr>
<tr>
<td>Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy</td>
<td>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</td>
</tr>
<tr>
<td>Languages spoken by staff: Spanish</td>
<td></td>
</tr>
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<tr>
<th>Northampton Area School District</th>
<th>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</th>
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<td>401 N. Whitehall Rd.</td>
<td>No. of students: 50</td>
</tr>
<tr>
<td>Norristown, PA 19403</td>
<td>No. of paid staff: 5</td>
</tr>
<tr>
<td>Contact: Joseph Beech</td>
<td>No. of volunteer staff: 4</td>
</tr>
<tr>
<td>ABE Program Director</td>
<td>Availability: Evening classes. School based.</td>
</tr>
<tr>
<td>Phone: 610-630-5066</td>
<td>Counties served: Northampton</td>
</tr>
<tr>
<td>Fax: 610-630-5115</td>
<td>Description of sites: Library at Nazareth Area High School</td>
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<td>Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy</td>
<td>Program description: Pre-GED and GED classes for student population composed primarily of students of ESL background and DPW referrals.</td>
</tr>
<tr>
<td>Languages spoken by staff: Spanish</td>
<td></td>
</tr>
</tbody>
</table>
Northwestern Human Services of Philadelphia
27 E. Mt. Airy Avenue
Philadelphia, PA 19119
Contact: Michael Carr
ABE Program Director
Phone: 215-843-6200
Fax: 215-843-2858
E-mail address: LRNC00N@PhiladelphiaLibertynet.org
Services: ABE, GED, Workplace (in conjunction with the Northwest Vocational Program)
Languages spoken by staff: Program Director: German and Yiddish
Other services: Comprehensive mental health and substance abuse services
No. of students: 35
No. of paid staff: 2
No. of volunteer staff: 3
Availability: Day classes. Community based.
Counties served: Philadelphia
Description of sites: Learning Connection is located at the Germantown Day Program, 5429 Germantown Avenue, Philadelphia, PA 19144
Program description: Learning Connection is an ABE/GED program targeted to serve a special population recovering from serious mental illness. Learning Connection is located in a large innovative mental health day program which includes comprehensive mental health and vocational rehabilitation services.

Northwestern Human Services of Philadelphia
27 E. Mt. Airy Avenue
Philadelphia, PA 19119
Contact: Michael Carr
ABE Program Director
Phone: 215-843-6200
Fax: 215-843-2858
E-mail address: LRNC00N@PhiladelphiaLibertynet.org
Services: ABE, GED, Workplace (in conjunction with the Northwest Vocational Program)
Languages spoken by staff: Program Director: German and Yiddish
Other services: Comprehensive mental health and substance abuse services
No. of students: 35
No. of paid staff: 2
No. of volunteer staff: 3
Availability: Day classes. Community based.
Counties served: Philadelphia
Description of sites: Learning Connection is located at the Germantown Day Program, 5429 Germantown Avenue, Philadelphia, PA 19144
Program description: Learning Connection is an ABE/GED program targeted to serve a special population recovering from serious mental illness. Learning Connection is located in a large innovative mental health day program which includes comprehensive mental health and vocational rehabilitation services.

Northwestern Human Services of Philadelphia
27 E. Mt. Airy Avenue
Philadelphia, PA 19119
Contact: Michael Carr
ABE Program Director
Phone: 215-843-6200
Fax: 215-843-2858
E-mail address: LRNC00N@PhiladelphiaLibertynet.org
Services: ABE, GED, Workplace (in conjunction with the Northwest Vocational Program)
Languages spoken by staff: Program Director: German and Yiddish
Other services: Comprehensive mental health and substance abuse services
No. of students: 35
No. of paid staff: 2
No. of volunteer staff: 3
Availability: Day classes. Community based.
Counties served: Philadelphia
Description of sites: Learning Connection is located at the Germantown Day Program, 5429 Germantown Avenue, Philadelphia, PA 19144
Program description: Learning Connection is an ABE/GED program targeted to serve a special population recovering from serious mental illness. Learning Connection is located in a large innovative mental health day program which includes comprehensive mental health and vocational rehabilitation services.
**Partners for ESL, Inc.**

1580 Carr Way
Warminster, PA 18974

**Contact:** Janice R. Frick  
Director/Coordinator

**Phone:** 215-674-3793

**Fax:** 215-674-2777

**E-mail address:** pesl@libertynet.org

**Languages spoken by staff:** Spanish

**Other services:** Citizenship preparation

**No. of students:** 150

**No. of paid staff:** 2

**No. of volunteer staff:** 35

**Availability:** Day classes. Community based.

**Counties served:** Philadelphia

**Description of sites:** ESL learning center for classes in Philadelphia Middle School (Barratt-16th and Wharton Streets).

**Program description:** Provides basic ESL instruction with pre-vocational and citizenship components to eight classes of 15-20 limited English proficiency adults at the Barratt Middle School in South Philadelphia. Limited summer and eight hours per week from September to June instruction is provided. Classes are taught by experienced ESL specialists and/or by trained volunteer teachers.

---

**Pen Argyl School District, Adult Education**

1620 Teels Road
Pen Argyl, PA 18072

**Contact:** Neal B. Wicoff  
ABE Program Director

**Phone:** 610-588-7244

**Fax:** 610-588-0613

**Services:** Literacy, ABE, GED, ESL

**Other services:** Assistance with furthering education and job opportunities. Workplace services assist students with workplace issues and learning (do not offer a specific workplace class.) Family Literacy assists students with family literacy needs (do not have a specific Family Literacy class.)

**No. of students:** 125

**No. of paid staff:** 9

**No. of volunteer staff:** 15

**Availability:** Day classes. Evening classes. Community based.

**Counties served:** Northampton, Monroe

**Description of sites:** School district buildings, public libraries, church sites.

**Program description:** Provides a full range of adult education classes from literacy to ABE to GED instruction. The free classes are held each Monday and Wednesday night from 6-9 PM during September to May. Literacy classes help adults improve basic reading and math skills. ABE and GED classes help adults with intermediate and high school level skills in essay writing, math, science, reading, English, etc.

---

**Peirce College**

1420 Pine Street
Philadelphia, PA 19102

**Contact:** Mr. Sung Jin Choi  
ABE Program Coordinator

**Phone:** 215-545-6400, ext. 254

**Fax:** 215-545-5996

**Languages spoken by staff:** Spanish, French, German

**No. of students:** 120

**No. of paid staff:** 5

**No. of volunteer staff:** 2

**Availability:** Evening classes. School based.

**Description of sites:** Peirce College

**Program description:** ESL classes for community. Classes meet Tuesday and Thursday evenings for two and a half hours, and Saturday mornings for two and a half hours. Students attend five hours of classes per week.

---

**Penn Hills School District**

309 Collins Drive
Pittsburgh, PA 15235

**Contact:** Bruce Thomas  
ABE Program Director

**Phone:** 412-793-7000

**Fax:** 412-793-6402

**Languages spoken by staff:** Spanish, French, German

**No. of students:** 49

**No. of paid staff:** 3

**Availability:** Evening classes. School based.

**Counties served:** Allegheny, Westmoreland

**Description of sites:** High school classroom

**Program description:** Instruction usually on individual basis, but sometimes small-group sessions are conducted. Individual IEPs, student logs, results, and accomplishments are maintained in individual files.
Classes are conducted by paid professionals in classrooms at the community high school. The first hour will be used to provide one-on-one assistance, reinforcements, and individual instruction. Remaining is group session which includes computer lab.

Penn State University, Beaver Campus / Adult Literacy Action
336 College Ave.
Beaver, PA 15009

Contact: Nancy Woods
Director, Adult Literacy Action

Phone: 412-773-7810
Fax: 412-773-7303

E-mail address: NCW1@EMAIL.PSU.EDU

Services: Literacy, ABE, GED, ESL, Workplace, Family Literacy

Languages spoken by staff: Greek, Spanish, Chinese, Croatian, Hungarian, Slav, Italian

No. of students: 355
No. of paid staff: 14
No. of volunteer staff: 300


Counties served: Beaver

Description of sites: College learning center, church and housing project classrooms, rehab/jail learning centers, libraries, offices, homes, community sites, workplaces, headstart centers, etc.

Program description: The mission of Adult Literacy Action of Penn State Beaver Campus is to foster literacy for all people through advocacy, education, research, training, and outreach, and to provide state-of-the-art literacy instruction to undereducated adults so they may acquire the basic skills necessary to function in society.

Penncrest School District
Road 1 Box 808
Saegertown, PA 16433

Contact: Dale P. Hrach
ABE Program Director

Phone: 814-967-2675
Fax: 814-967-2136

E-mail address: dhrrach@uo5trc.trinet.k12.pa.us

Services: ABE, GED

No. of students: 90
No. of paid staff: 8

Availability: Evening classes. School based.

Counties served: Crawford

Description of sites: Three high schools located throughout the county

Program description: Penncrest provides a complete education program to improve the quality of life for every member of its community by providing free, convenient programs. These programs include reading, writing, occupational, language, and job-seeking skills. The program spans all levels from beginning literacy skills to GED preparation classes.

Pennsylvania College of Technology - Technology Transfer Center and Continuing Education
One College Ave.
Williamsport, PA 17701

Contact: Susan Clark-Teisher
Project Manager

Phone: 717-327-4775
Fax: 717-321-5546

E-mail address: scteisha@pct.edu

Services: Workplace

No. of students: 80
No. of paid staff: 3

Counties served: North-central Pennsylvania

Description of sites: Workforce Education

Program description: The Center offers noncredit education for the public. Courses provide upgrading, training, and development to enhance opportunities for individuals in their job duties, career advancement, and personal development. Customized training is offered to business and industry in CNC, materials handling, CAD/CAM, PLC, CIM, computer systems, manufacturing processes, continuing education for the health sciences, small business management, microcomputers, quality control, electronics, welding, workplace literacy, plastics and polymer technology, etc.

Pennsylvania School for the Deaf
100 W. Schoolhouse Lane
Philadelphia, PA 19144

Contact: Gail Bober
ABE Program Director

Phone: 215-951-4718
Fax: 215-951-4708

TDD: 215-951-4718

Services: Literacy, ABE

Languages spoken by staff: American Sign Language

No. of students: 36
No. of paid staff: 4
No. of volunteer staff: 20
<table>
<thead>
<tr>
<th>County</th>
<th>Literacy Council</th>
<th>P.O. Box</th>
<th>Services</th>
<th>No. of students</th>
<th>No. of paid staff</th>
<th>Availability</th>
<th>Counties served</th>
<th>Description of sites</th>
<th>Program description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perry</td>
<td>Perry County Literacy Council</td>
<td>37</td>
<td>Literacy, ABE, GED, ESL, Family Literacy</td>
<td>180</td>
<td>5</td>
<td>Day classes. Evening classes. Community based.</td>
<td>Community-based services throughout the county, administered through office on lower level, Newport Library</td>
<td>Educational programs for Perry County adults designed to enable them to better function as productive and responsible citizens in today's and tomorrow's reading and technologically oriented society.</td>
<td></td>
</tr>
<tr>
<td>Philadelphia</td>
<td>Philadelphia OIC</td>
<td>1231 N. Broad St.</td>
<td>Literacy, ABE, GED</td>
<td>114</td>
<td>65</td>
<td>Evening classes. Community based.</td>
<td>Philadelphia</td>
<td>PUPIL is a church-based, community-oriented, adult basic and literacy education program.</td>
<td>PUPIL is conveniently located at 1127 S. Broad Street. Instruction is available on Tuesday and Thursday evenings, from 7-9 p.m.</td>
</tr>
<tr>
<td></td>
<td>Philadelphia School District</td>
<td>734 Schuykill Avenue, Room 681</td>
<td>Literacy, ABE, GED</td>
<td>28</td>
<td></td>
<td>Evening classes. Community based.</td>
<td>Philadelphia</td>
<td>Provides community-based, school-based, and institution-based literacy services. Includes both adult basic education, CABE, and preparation for the GED.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Philadelphia Urban Partnership In Learning (PUPIL)</td>
<td>1127 S. Broad Street</td>
<td>Literacy, ABE, GED, ESL, Spanish and Italian</td>
<td>114</td>
<td>65</td>
<td>Evening classes. Community based.</td>
<td>Philadelphia</td>
<td>PUPIL is a church-based, community-oriented, adult basic and literacy education program.</td>
<td>PUPIL is conveniently located at 1127 S. Broad Street. Instruction is available on Tuesday and Thursday evenings, from 7-9 p.m.</td>
</tr>
</tbody>
</table>
Pittsburgh Housing Authority
200 Ross St.
Pittsburgh, PA 15219
Contact: Brenda Dobson
          Project Supervisor
Phone: 412-362-3492

Pittsburgh School District, Connelley Technical
Institute and Adult Education Center
1501 Bedford Avenue
Pittsburgh, PA 15219
Contact: Alfred Fascetti
          ABE Program Director
Phone: 412-338-3710
Fax: 412-338-3708
TDD: 412-338-3704
E-mail address: Fascetti@oberon.PPS.Pgh.PA.US
Services: Literacy, ABE, GED, ESL
Other services: Full-time vocational/technical
and health-related training programs.
No. of students: 1,520
No. of paid staff: 11
No. of volunteer staff: 30
Availability: Day classes. Evening classes. School based.
Counties served: Allegheny
Description of sites: Comprehensive Adult Learning
Center, high schools, and elementary school centers.
Program description: Adult education programs
designed to encourage motivated individuals to improve
their English, reading, and math skills. All programs are
based on individualized instruction to maximize the educa-
tional experience. Classes meet Monday through Friday from
8:30 am to 2:30 pm. Application accepted at all times. No tuition
fee. Books and materials are provided.

Pottstown YWCA
315 King Street
Pottstown, PA 19464
Contact: Hilary Zackroff
          Director, YWCA Adult Literacy Center
Phone: 610-323-1888
Fax: 610-323-5430
Services: Literacy, ABE, GED, ESL
Other services: One-on-one tutoring literacy
through GED preparation, ESL classroom, beginner and
intermediate levels.
No. of students: 105
No. of paid staff: 2
No. of volunteer staff: 30
Counties served: Montgomery, Chester, Berks
Description of sites: ESL classroom meets at the
YWCA; one-on-one tutoring pairs meet at YWCA, churches,
homes, libraries, and community centers. Day and evening.
Program description: Each year the program helps
approximately 120 low-literate adults and non-English speak-
ers to develop the literacy skills they need to become fully and
productively employed, to pass on the value of reading and
education to their children, and to continue learning independ-
tently. Two 90-minute sessions are scheduled each week at a
time convenient to the student and tutor. ESL classes run six
hours a week per level.

Potential Reentry Opportunities in Business and
Education (PROBE)
589 S. Front Street
Harrisburg, PA 17104
Contact: Kathryn Towns
          President
Phone: 717-939-2260
Fax: 717-939-3146
Services: ABE, GED
Other services: Job Readiness Training, Child
Care Resource & Referral, Batterers Treatment Center,
Basic Computer, WITT (Women in Technology and Trade)
No. of students: 40
Private Industry Council Westmoreland/Fayette, Inc.
531 S. Main Street
Greensburg, PA 15601
Contact: Gail G. Campbell
          ABE Program Director
Phone: 1-800-456-3148
Fax: 412-836-8058
TDI: 412-836-2600
Services: Literacy, ABE, GED, ESL
Workplace, Family Literacy

Other services: GED examination center, assessment, counseling, job
               search, computer classes

No. of students: 375
No. of paid staff: 7
No. of volunteer staff: 25
Availability: Day classes. Community based.
Counties served: Westmoreland and surrounding

Description of sites: Handicapped accessible, public
                     transportation available. Learning centers
                     in Greensburg, New Kinsington, and Monessen.

Program description: Assessment, counseling, self-paced, individual,
                     and small-group basic skills instruction, preparation
                     for the GED exam, college, and training programs.

Proscnve Workshop, Armstrong Country
301 Oak Avenue
Kittanning, PA 16201
Contact: Karen B. Waugaman
          ABE Program Director
Phone: 412-548-5664
Fax: 412-545-2088
Services: ABE
Other services: Personal and work adjustment, job skill training, evaluation,
               counseling, and supported employment.

No. of students: 50
No. of paid staff: 2
No. of volunteer staff: 1
Availability: Day classes. Community based.
Counties served: Armstrong

Description of sites: Classes are at one of two
                     workshop locations in classroom or program area.

Program description: Vocational training program
                     that incorporates ABE classes with job skill training, job
                     development opportunities, counseling, evaluation, and
                     supportive employment for mentally and physically
                     challenged adults of Armstrong County.

Programs Employing People
1200 S. Broad Street
Philadelphia, PA 19146
Contact: Graham B. Gill
          ABE Program Director
Phone: 215-389-4006
Fax: 215-389-5228
Services: Literacy, ABE
Other services: Adult day service, vocational training

No. of students: 24
No. of paid staff: 3
Availability: Evening classes. Community based.
Counties served: Philadelphia
Description of sites: Adult Learning Center
Program description: ABE program designed to assist
                     individuals in both economic and social environments. Basic
                     literacy classes in math, reading, and writing. Goals
                     include developing independence and self-reliance. Classes
                     meet two times per week.

Project of Easton
330 Ferry Street
Easton, PA 18042
Contact: Linda Adler
          Co-Director
Phone: 610-258-4361
Fax: 610-258-7502
Services: Literacy, ABE, GED, Workplace
No. of students: 100
No. of paid staff: 4
No. of volunteer staff: 35
Availability: Day classes. Community based.
Counties served: Northampton, Lehigh, Warren

Description of sites: Classroom instruction (three
days) and one-on-one tutoring
Program description: Project L.E.A.R.N. (Let Every
Adult Read Now) was established in 1980 to help adult
learners improve their reading, writing, math, and life skills.
Our challenge is to assist students to attain their personal
goals in order to be productive members of the community and
workforce. This is done largely through classroom instruction
and one-on-one volunteer tutoring.
### Puerto Rican Organizing Committee

**Address:** 301 S. 13th Street, Harrisburg, PA 17104

**Contact:** Lourdes U. Tanton  
ABE Program Director

**Phone:** 717-232-7691

**Fax:** 717-233-7227

**Services:** ESL, Workplace

**Languages spoken by staff:** Spanish

**No. of students:** 50  
**No. of paid staff:** 13  
**No. of volunteer staff:** 6

**Availability:** Day classes. Evening classes. Community based.

**Counties served:** Dauphin, Cumberland, Perry

**Description of sites:** One-on-one tutoring at the Mount Pleasant Hispanic Center

**Program description:** Program offers a successful ESL program at the Center for adults with limited English skills. Purpose is to develop and increase their competence in the English language so that they can further their education, obtain or retain gainful employment, and survive in an English-speaking environment.

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### Reading Area Community College

**Address:** 10 S. 2nd Street, Reading, PA 19603

**Contact:** Pieter V. Miller  
Director of Continuing Education

**Phone:** 610-372-4721

**Fax:** 610-375-8255

**Services:** Literacy, ABE, GED, ESL, Workplace, Family Literacy

**Languages spoken by staff:** Spanish

**No. of students:** 750  
**No. of paid staff:** 45  
**No. of volunteer staff:** 95

**Availability:** Day classes. Evening classes. Community based. School based.

**Counties served:** Berks

**Description of sites:** College campus, local schools, and churches

**Program description:** Program offers 70 ABE, GED, and ESL classes at 25 locations throughout the city of Reading and Berks county including three institutional settings. Day and evening options. Collaboration with Even Start Family Literacy at four locations and workplace programs on request.

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### Red Land Community Action Program, Inc.

**Address:** P.O Box 23, 308 Market Street, Lewisberry, PA 17339

**Contact:** Irene Paul  
ABE Program Director

**Phone:** 717-938-6695

**Fax:** 717-932-2589

**Services:** GED

**No. of students:** 40  
**No. of paid staff:** 3

**Availability:** Evening classes. Community based.

**Counties served:** York

**Description of sites:** Located in small town, one floor, handicap accessible.

**Program description:** Instruction for adults who want to take the test for a high school diploma.

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### Renaissance Center, Inc.

**Address:** 910 Penn Avenue, Pittsburgh, PA 15222

**Contact:** Joseph Velardita  
ABE Program Director

**Phone:** 412-261-0875

**Fax:** 412-471-6645

**Services:** ABE, GED

**No. of students:** 40

**No. of paid staff:** 3
<table>
<thead>
<tr>
<th><strong>Renewal Inc.</strong></th>
<th><strong>Schuylkill Intermediate Unit 29</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of volunteer staff: 10</td>
<td><strong>Contact:</strong> Lyn Leto</td>
</tr>
<tr>
<td>Availability: Day classes. Community based.</td>
<td><strong>ABE Program Director</strong></td>
</tr>
<tr>
<td>Counties served: Allegheny</td>
<td><strong>Phone:</strong> 717-874-0137 ext. 22</td>
</tr>
<tr>
<td>Description of sites: Psychosocial rehabilitation agency</td>
<td><strong>Fax:</strong> 717-874-1213</td>
</tr>
<tr>
<td><strong>Program description:</strong> One-on-one, small-group and computer-assisted instruction provided to mentally ill adults in Allegheny County. Curricula offered includes ABE, pre-GED, GED in language and math.</td>
<td><strong>Services:</strong> Literacy, ABE, GED, ESL, Workplace</td>
</tr>
<tr>
<td><strong>Languages spoken by staff:</strong> Spanish</td>
<td></td>
</tr>
<tr>
<td><strong>No. of students:</strong> 260</td>
<td></td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 10</td>
<td></td>
</tr>
<tr>
<td>Availability: Day classes. Evening classes. School based.</td>
<td></td>
</tr>
<tr>
<td>Counties served: Schuylkill</td>
<td></td>
</tr>
<tr>
<td>Description of sites: Area school buildings and adult learning centers</td>
<td></td>
</tr>
<tr>
<td><strong>Program description:</strong> Provides adult basic education services through ABE, GED, ESL, and workforce education classes. Day and Evening classes. Using student's test results and career goals, the instructor and a counselor construct an IEP (individual plan of action) for each student. Students who need one-on-one tutoring are referred to the Literacy Council. The program follows the school-to-work philosophy with career assessment and guidance an integral part of the core curricula.</td>
<td></td>
</tr>
<tr>
<td><strong>Schuylkill County Literacy Council</strong></td>
<td><strong>Scranton Council for Literacy Advance (SCOLA)</strong></td>
</tr>
<tr>
<td>Rt. 61, Schuylkill Mall</td>
<td><strong>Contact:</strong> Diana Statsman</td>
</tr>
<tr>
<td>Frackville, PA 17931</td>
<td><strong>Executive Director</strong></td>
</tr>
<tr>
<td><strong>Contact:</strong> Wendy Bridal</td>
<td><strong>Phone:</strong> 717-346-6203</td>
</tr>
<tr>
<td><strong>Phone:</strong> 717-874-0137</td>
<td><strong>Fax:</strong> 717-348-3029</td>
</tr>
<tr>
<td>717-874-1213</td>
<td><strong>E-mail address:</strong> <a href="mailto:scola@epix.net">scola@epix.net</a></td>
</tr>
<tr>
<td><strong>Languages spoken by staff:</strong> Spanish</td>
<td><strong>Services:</strong> Literacy, ESL, Workplace</td>
</tr>
<tr>
<td><strong>No. of students:</strong> 200</td>
<td></td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 4</td>
<td></td>
</tr>
<tr>
<td><strong>No. of volunteer staff:</strong> 75</td>
<td></td>
</tr>
<tr>
<td>Counties served: Lackawanna</td>
<td></td>
</tr>
<tr>
<td>Description of sites: One-on-one tutoring/various sites</td>
<td></td>
</tr>
<tr>
<td><strong>Program description:</strong> Provides one-on-one and small-group instruction for both literacy (native born) and ESL (foreign born) students. Students must be 16 years old or older and out of school. The Program acts as a literacy advocate at the local, state, and national levels. SCOLA is the 1996 recipient of LLA's National</td>
<td></td>
</tr>
</tbody>
</table>
Scranton School District
425 N. Washington Ave.
Scranton, PA 18503
Contact: Robert McHugh
Phone: 717-348-3568
Fax: 717-348-3561
Services: ABE, GED, ESL
No. of students: 65
No. of paid staff: 9
Availability: Evening classes. School based.
Counties served: Lackawanna
Description of sites: Scranton High School
Program description: The Continuing Education Program of the Scranton School District provides instruction to interested adults in the study of ESL, ABE, and GED test preparation. Scranton High School is also a GED test site.

Southeast Delco School District
1560 Delmar Drive, P.O. Box 328
Folcroft, PA 19032
Contact: Howard R. Amos
Phone: 610-522-4324
Fax: 610-461-4874

Seneca Highlands Intermediate Unit
119 Mechanic Street
Smethport, PA 16749
Contact: Karl E. Shuey
Phone: 814-887-5512
Fax: 814-887-2157
Services: ABE, GED
No. of students: 100
No. of paid staff: 11
Availability: Evening classes. School based.
Counties served: Cameron, McKean
Description of sites: Classes are held at the Cameron County, Kane, and Port Allegany High Schools as well as the McKean County jail.
Program description: ABE and GED classes with skill enhancement are held two nights per week during the school year in Port Allegany and the McKean County jail in Smethport. GED classes with skill enhancement are held two nights per week during the school year in Cameron County and Kane.

Somerset County Area Vocational-Technical School
281 Vo-Tech Road
Somerset, PA 15501
Contact: Thomas P. Wojcicki
Phone: 814-443-3651
Fax: 814-445-6716
E-mail address: SomAVTS@shol.com
Services: Literacy, ABE, GED, ESL
No. of students: 400
No. of paid staff: 6
No. of volunteer staff: 20
Availability: Day classes. Evening classes.
Counties served: Somerset
Description of sites: 13 sites located throughout Somerset County
Program description: Provides adult literacy services to residents of Somerset County. Services are designed to provide the skills necessary for a competitive workforce and for an individual to function effectively in society. These services include Adult Basic

Southeast Asian Mutual Assistance Coalition, Inc. (SEAMAAC)
4601 Market Street
Philadelphia, PA 19139
Contact: Man Lyan Vung
Phone: 215-476-9640
Fax: 215-471-8029
Services: Literacy, ABE, ESL, Family Literacy
Languages spoken by staff: Laotian, Cambodian, Vietnamese, Chinese
No. of students: 180
No. of paid staff: 9
Counties served: Philadelphia
Description of sites: Comprehensive Adult Learning Center at respective community office sites
Program description: Program targets adult Southeast Asian refugee population in the neighborhoods of North, West and South Philadelphia. The communities are strategically located in poverty-stricken, drug-operating, and economically submerged ghettos. Program provides English, reading, writing, and survival skills training geared toward attaining employment, economic achievement as well as promoting self-esteem; to increase percentage of students achieving personal objectives and to assist in and promote survival skills.
Special People in Northeast, Inc.
10980 Norom Road
Philadelphia, PA 19154
Contact: Felicia Brosius
ABE Program Coordinator
Phone: 215-464-4895
Fax: 215-464-4897
Services: Literacy, ABE, GED, Workplace
Other services: Community center services and options are also available ie: recreation/hobby classes, crafts studio, senior center, etc.
No. of students: 35
No. of paid staff: 2
Counties served: Philadelphia, Lower Bucks
Description of sites: One-on-one tutoring and small-group classes provided within a community center setting and two area businesses.
Program description: Provides adult basic and literacy education services to those adults who are educationally disadvantaged and/or unemployed. These adults are offered opportunities to increase functional skills necessary for attainment of employment while also working on other life skill developments so they can be integrated into the workforce and have the ability to meet their adult responsibilities. Certified teachers emphasize learning styles, offer flexible schedules and motivate the students.

St. Vincent's Learning Lab
109 E. Price St.
Philadelphia, PA 19144
Contact: Evelyn F. Rogers
Coordinator
Phone: 215-438-1514
Fax: 215-438-4856
Services: ABE
No. of students: 50
No. of paid staff: 4
No. of volunteer staff: 14
Counties served: Philadelphia
Program description: A systematic program of 1st-4th and 5th-8th grade reading, writing, arithmetic, and self-improvement skills for adult learners.

State College Area School District Community Education
131 W. Nittany Avenue
State College, PA 16801
Contact: Donna M. Ricketts
Director of Community Education
Phone: 814-231-1061
Fax: 814-231-1087
E-mail address: DMR13@SCASD.K12.PA.US
Services: ABE, GED, ESL, Workplace
Other services: Provides services to a temporary housing agency-ABE/GED and life skills assistance.
No. of students: 450
No. of paid staff: 10
No. of volunteer staff: 2
Counties served: Centre County - State College Area School District
Description of sites: Classroom and use of a lobby of a elementary school used for ABE, GED, ESL classrooms in a high school, adult literacy in a church, ESL on Penn State University campus.
Program description: A federally and state-funded adult literacy service that assists adults who wish to complete a high school education or update their basic skills for further training. The program also provides ESL instruction to a large international community. The free program provides quality...
<table>
<thead>
<tr>
<th>Therapeutic Center at Fox Chase—The Bridge</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Susquehanna County Literacy Coalition, Inc. and Susquehanna County Volunteer Literacy Council</strong></td>
</tr>
<tr>
<td>P.O. Box 277, Montrose, PA 18801</td>
</tr>
<tr>
<td><strong>Contact:</strong> Louise Lyons Novy</td>
</tr>
<tr>
<td><strong>Phone:</strong> 717-278-9027</td>
</tr>
<tr>
<td><strong>Fax:</strong> 717-278-9027</td>
</tr>
<tr>
<td><strong>E-mail address:</strong> <a href="mailto:sclp@epix.net">sclp@epix.net</a></td>
</tr>
<tr>
<td><strong>Services:</strong> GED, Workplace</td>
</tr>
<tr>
<td><strong>Languages spoken by staff:</strong> Spanish</td>
</tr>
<tr>
<td><strong>No. of students:</strong> 40</td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 4.5</td>
</tr>
<tr>
<td><strong>Availability:</strong> Evening classes. Community based. School based.</td>
</tr>
<tr>
<td><strong>Counties served:</strong> Susquehanna</td>
</tr>
<tr>
<td><strong>Description of sites:</strong> High school, corporate training center, workplace</td>
</tr>
<tr>
<td><strong>Program description:</strong> Imparts 100 hours of GED instruction in a classroom setting.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Temple University, Center for Social Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1601 N. Broad Street, Room 100</strong></td>
</tr>
<tr>
<td><strong>Philadelphia, PA 19122</strong></td>
</tr>
<tr>
<td><strong>Contact:</strong> Shirley Rines</td>
</tr>
<tr>
<td><strong>Phone:</strong> 215-204-7491</td>
</tr>
<tr>
<td><strong>Fax:</strong> 215-204-3429</td>
</tr>
<tr>
<td><strong>Services:</strong> ABE, GED, ESL</td>
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<tr>
<td><strong>Languages spoken by staff:</strong> Spanish, French</td>
</tr>
<tr>
<td><strong>No. of students:</strong> 150</td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 8</td>
</tr>
<tr>
<td><strong>No. of volunteer staff:</strong> 1</td>
</tr>
<tr>
<td><strong>Availability:</strong> Day classes. Evening classes. Community based.</td>
</tr>
<tr>
<td><strong>Counties served:</strong> University (main campus)</td>
</tr>
<tr>
<td><strong>Description of sites:</strong> The Neighborhood Adult Basic Education Program focuses on the individual's needs and goals. The program provides instruction in vocabulary building, writing skills, language arts, social studies, history, science, and mathematics. It provides an opportunity for adults to upgrade basic reading and math skills, develop an awareness of other in-house vocational or training options, earn a chance to receive a GED and social/emotional support and/or direct referrals to public or private agencies.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Temple University, Center for Research in Human Development and Education</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1301 C.B. Moore Avenue</strong></td>
</tr>
<tr>
<td><strong>Philadelphia, PA 19122</strong></td>
</tr>
<tr>
<td><strong>Contact:</strong> Rubye McLaughlin</td>
</tr>
<tr>
<td><strong>Phone:</strong> 215-204-6217</td>
</tr>
<tr>
<td><strong>Fax:</strong> 215-204-4530</td>
</tr>
<tr>
<td><strong>Services:</strong> Literacy, ABE, GED, ESL</td>
</tr>
<tr>
<td><strong>Languages spoken by staff:</strong> Spanish</td>
</tr>
<tr>
<td><strong>Other services:</strong> Job training</td>
</tr>
<tr>
<td><strong>No. of students:</strong> 166</td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 7</td>
</tr>
<tr>
<td><strong>No. of volunteer staff:</strong> 8</td>
</tr>
<tr>
<td><strong>Availability:</strong> Evening classes. School based.</td>
</tr>
<tr>
<td><strong>Counties served:</strong> Philadelphia</td>
</tr>
<tr>
<td><strong>Description of sites:</strong> University setting with classroom instruction and one-on-one tutorials</td>
</tr>
<tr>
<td><strong>Program description:</strong> Adult education program services beginning, intermediate, advanced ABE and ESL adults in a university setting. Students receive computer-assisted instruction in computer labs, classrooms, and one-on-one tutoring. Pre- and post-assessments monitor progress. Counseling is available. The ESL component reaches several ethnolinguistic communities.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Therapeutic Center at Fox Chase—The Bridge</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>8400 Pine Road</strong></td>
</tr>
<tr>
<td><strong>Philadelphia, PA 19111</strong></td>
</tr>
<tr>
<td><strong>Contact:</strong> Star Weiss</td>
</tr>
<tr>
<td><strong>Phone:</strong> 215-342-5000</td>
</tr>
<tr>
<td><strong>Fax:</strong> 215-342-7709</td>
</tr>
<tr>
<td><strong>Services:</strong> Literacy, ABE</td>
</tr>
<tr>
<td><strong>Languages spoken by staff:</strong> Spanish</td>
</tr>
<tr>
<td><strong>No. of students:</strong> 45</td>
</tr>
<tr>
<td><strong>No. of paid staff:</strong> 5</td>
</tr>
<tr>
<td><strong>Availability:</strong> Day classes. Evening classes. School based.</td>
</tr>
<tr>
<td><strong>Counties served:</strong> Philadelphia, Montgomery, Chester</td>
</tr>
<tr>
<td><strong>Program description:</strong> Program provides educational services for adolescence in drug and alcohol rehabilitation center. Also provides private school.</td>
</tr>
</tbody>
</table>
### Threshold Rehabilitation Services, Inc.

**1000 Lancaster Avenue**  
Reading, PA 19607  
**Contact:** Thomas McNelis  
ABE Program Director  
**Phone:** 610-777-7691  
**Fax:** 610-777-1295  
**Services:** ABE  
**No. of students:** 15  
**No. of paid staff:** 2  
**Availability:** Day classes. Community based.  
**Counties served:** Berks  
**Description of sites:** Services provided in community-based vocational training center  
**Program description:** Adult basic education services to people with physical disabilities.

### Tri-County Opportunities Industrialization Center, Inc.

**2107 N. 6th Street**  
Harrisburg, PA 17110  
**Contact:** Jeffrey Woodyard  
Executive Director  
**Phone:** 717-238-7318  
**Fax:** 717-238-6251  
**Services:** Literacy, ABE, GED, Workplace, Family Literacy  
**Languages spoken by staff:** German, French, Spanish  
**Other services:** Job placement, homebound instruction, CNA instruction  
**No. of students:** 655  
**No. of paid staff:** 5  
**No. of volunteer staff:** 8  
**Availability:** Day classes. Evening classes. Community based.  
**Counties served:** Dauphin, Cumberland, Perry  
**Description of sites:** Adult Learning Center-Worksite  
**Program description:** An adult learning center located in Harrisburg, PA, serving a 3-county area. Offers GED test preparation, workplace literacy, job placement, and family literacy to out-of-school adults. Classes provide both group and individual instruction.

### Trinity Area School District

**231 Park Ave.**  
Washington, PA 15301  
**Contact:** Ben L. Lipniskis  
ABE Program Director  
**Phone:** 412-228-2828  
**Fax:** 412-228-2640  
**Services:** Literacy, ABE, GED  
**Other services:** Wyoming County Jail, ABE Program - 10 Stark Street, Tunkhannock  
**No. of students:** 50  
**No. of paid staff:** 5  
**Availability:** Evening classes. School based.

---

### Tunkhannock Area School District

**20 West Tioga Street**  
Tunkhannock, PA 18657  
**Contact:** Patricia Sample  
ABE Program Director  
**Phone:** 717-836-3111  
**Fax:** 717-836-7205  
**Services:** Literacy, ABE, GED  
**Other services:** Wyoming County Jail, ABE Program - 10 Stark Street, Tunkhannock  
**No. of students:** 50  
**No. of paid staff:** 5  
**Availability:** Evening classes. School based.
Volunteer English Program in Chester County

Counties served: Wyoming, Susquehanna

Description of sites: Tunkhannock High School, Room 112, 120 West Tioga Street, Tunkhannock, PA and Wyoming Co. Jail, 10 Stark Street, Tunkhannock, PA

Program description: Target population includes educationally disadvantaged (adults who come to us with less than a fifth-grade level), adults with less than an eighth-grade education, and adults who presently hold jobs but do not have their diplomas. All instruction is conducted by part-time staff in one-on-one learning situations. Each student is encouraged to achieve levels of learning at their own pace.

Upper Bucks County Area Vocational-Technical School
3115 Ridge Road
Perkasie, PA 18944

Contact: Michael A. Gokay
Director
Phone: 215-795-2911
Fax: 215-975-0530
E-mail address: ubavts@epix.net
Services: GED, ESL
No. of students: 60
Availability: Day classes. Evening classes. School based.

Program description: The Volunteer English Program in Chester County attempts to improve the quality of life for adult immigrants and refugees by providing free one-on-one English language/culture tutoring.

Guide to Services Provided:
Literacy: basic reading instruction
ABE: Adult Basic Education
GED: preparation for the Tests of General Educational Development
ESL: English as a Second Language
Workplace: adult education in conjunction with employers
Family Literacy: Intergenerational learning environment
Volunteers of America of Central PA, Inc.
2112 Walnut Street
Harrisburg, PA 17103

Contact: Steven M. Jones
Director
Phone: 717-236-1440
Fax: 717-236-3445
Services: Literacy, ABE, ESL
No. of students: 90
No. of paid staff: 3
No. of volunteer staff: 15
Counties served: Dauphin
Description of sites: Multi-site computer-aided instruction
Program description: Established at several sites throughout the greater Harrisburg area, this program provides literacy and adult basic education to individuals 18 years or older whose reading skills are at the 8th grade level or lower. Volunteer tutors recruited from the community are trained in providing one-on-one instruction with educational software on computer.

Wayne Highlands School District
474 Grove Street
Honesdale, PA 18431

Contact: Daniel O'Neill
ABE Program Director
Phone: 717-253-4661
Fax: 717-253-9409
Services: GED
No. of students: 40
No. of paid staff: 5
No. of volunteer staff: 1
Availability: Evening classes. School based.
Counties served: Wayne, Pike, Susquehanna
Description of sites: High school
Program description: GED classes are held four nights per week. One class begins in early October, and another begins in late February.

Wayne/Pike Adult Literacy Program
1406 N. Main Street
Honesdale, PA 18431

Contact: Ada Jensen
Director
Phone: 717-253-3221
Fax: 717-253-1240
Services: Literacy, ABE, GED
No. of students: 234
No. of paid staff: 2
No. of volunteer staff: 75
Counties served: Wayne, Pike
Description of sites: Churches, libraries, and private homes
Program description: Provide basic skills instruction, levels 0-8, for any person 17 years or older not currently enrolled in any other public/private basic skills program. To provide reading, writing, spelling, math, and ESL on all levels. Targeted groups: unemployed, displaced homemakers, adults on public assistance, minorities, and educationally disadvantaged adults.

Warren County School District
185 Hospital Drive
North Warren, PA 16365

Contact: Laura M. McDunn
ABE Program Director
Phone: 814-723-7553
Fax: 814-726-2113
TDD: 814-723-6793
Services: GED
No. of students: 40
No. of paid staff: 2
Availability: Evening classes.
Counties served: Warren
Description of sites: Correctional institution
Program description: The Warren County Jail GED Program is available to all inmates incarcerated within this facility. The objectives are to provide a program of instruction geared to the particular needs of the target population so as to maximize their potential to pass the GED examination as well as increase their capability to meet their adult responsibilities.

Waynesboro Area School District
P.O. Box 72
Waynesboro, PA 17268

Contact: William H. Witherow
ABE Program Director
Phone: 717-762-1191
Services: ABE, GED
No. of students: 30
No. of paid staff: 5
Availability: Evening classes.
<table>
<thead>
<tr>
<th>Program description:</th>
<th>ABE/GED classes two nights per week taught at Waynesboro Senior High School.</th>
</tr>
</thead>
</table>

**West Chester Area School District**

829 Paoli Pike
West Chester, PA 19380

**Contact:** Dr. John H. Hewlett

**Phone:** 610-436-7115

**Fax:** 610-436-4847

**Services:** ABE, GED, ESL

**Languages spoken by staff:** Spanish

**No. of students:** 95

**No. of paid staff:** 5

**Availability:** Evening classes. School based.

**Counties served:** Chester

**Description of sites:** Henderson High School classrooms.

**Program description:** Offers GED classes to individuals who wish to attain equivalency diplomas, ABE classes for individuals whose reading, math, or language competency is below ninth grade proficiency, and ESL classes for individuals who wish to learn the English language.

**West Pennsylvania School for the Deaf Center for Deafness**

300 E. Swissvale Ave.
Pittsburgh, PA 15218

**Contact:** Rosemary P. Garrity

**Phone:** 412-371-7000

**Fax:** 412-244-4279

**Services:** Literacy, ABE, GED, Workplace, Family Literacy

**Languages spoken by staff:** American Sign Language

**Other services:** Counseling

**No. of students:** 92

**No. of paid staff:** 6

**Availability:** Day classes. Evening classes. School based.

**Counties served:** Allegheny, Beaver, Butler, Westmoreland, Lawrence

**Description of sites:** School campus, rehabilitation center.

**Program description:** Established in 1986 as an expansion of the W.P.S.D. program for school-age deaf children, the Center of Deafness provides a broad spectrum of services to persons of all ages who are deaf or hard of hearing. Transitional-instructional services, vocational services, job placement services, mental health services, adult education, communication services, professional training and dissemination, research and demonstration.

**Westmoreland County Housing Authority**

RD 6 Box 223
Greensburg, PA 15601

**Contact:** Walter Kaminski

**Phone:** 412-832-7248

**Fax:** 412-836-0988

**Wilkinsburg School District**

718 Wallace Ave.
Wilkinsburg, PA 15221

**Contact:** Peggy English

**Phone:** 412-371-9667

**Fax:** 412-371-4058

**Services:** Literacy, ABE, GED

**Languages spoken by staff:** German, French

**Other services:** Tutoring

**No. of students:** 35

**No. of paid staff:** 3

**Availability:** Evening classes. School based.

**Counties served:** Allegheny and surrounding

**Description of sites:** Comprehensive Adult Learning Center
Program description: The Adult Basic and Literacy Education Program recruits, assesses, and implements an academic program specifically designed for all students enrolled. Specific academic needs of students are determined by administering the Contemporary Diagnostic Test. One-on-one student instruction is primarily used. Some small group and cooperative learning is included. Computer-assisted instruction is available, most of the program’s software is geared to acquisition of GED skills.

William Penn School District
121 Summit Street, Penn WD W. Jr.HS
Darby, PA 19023

Contact: Salvatore Salamone
ABE Program Director

Phone: 610-586-1804
Fax: 610-534-4494

Services: ABE, GED

Languages spoken by staff: Spanish

No. of students: 65
No. of paid staff: 6

Availability: Evening classes. School based.

Counties served: Delaware, Philadelphia

Description of sites: Public Junior High School

Program description: Two levels of ABE classes are held Monday, Wednesday, and Thursday 7-9pm, and one level GED class is held on Monday and Wednesday.

Williamsport Area School District
201 W. 3rd Street
Williamsport, PA 17701

Contact: Anthony J. Delisi
ABE Program Director

Phone: 717-232-8411
Fax: 717-327-8122

Services: Literacy, ABE, GED, ESL

No. of students: 360
No. of paid staff: 18

Availability: Day classes. Evening classes. School based.

Counties served: Lycoming, eastern end of Clinton, south end of Sullivan

Description of sites: Learning center, county prison and pre-release center, two elementary schools, and one high school.

Program description: Offers ESL, ABE, pre-GED, and GED classes to residents of Lycoming County. Program offerings are provided daytime in Williamsport and evening classes in Williamsport, Hughesville, Jersey Shore, and the Lycoming County Prison.

Wissahickon School District
601 Knight Road
Ambler, PA 19002

Contact: Frank Mulhern
District Supervisor for Languages

Phone: 215-628-1796
Fax: 215-628-1675

Services: ABE, ESL

No. of students: 15
No. of paid staff: 1
No. of volunteer staff: 5

Availability: Evening classes. School based.

Counties served: Wissahickon High School is in Lower Gwynedd Township and also services Blue Bell and Ambler.

Program description: The Wissahickon School District ABE/ESL program permits area residents of various cultural and language backgrounds to gain the skills in English which will assist them in becoming self-sufficient and self-supporting members of society.

Women's Association for Women's Alternatives (WAWA)
519 Station Rd.
Wawa, PA 19063

Contact: Jean Spriggs
Director

Phone: 610-459-9177
Fax: 610-459-3765

YMCA of Philadelphia
2000 Market St., Ste. 1202
Philadelphia, PA 19103

Contact: Scot Mentzer
ABE Program Director

Phone: 215-557-0082
Fax: 215-557-8025

York County Area Vocational-Technical School
2179 S. Queen Street
York, PA 17402

Contact: Sue Hoffman
Supervisor, Adult Education

Phone: 717-741-5429
Fax: 717-747-0426

Services: ABE, GED, Workplace

Other services: Rapid Response, employability skills, GATB preparation, B.O.L.T. remediation, job/task analysis, assessment

No. of students: 500
No. of paid staff: 8
Availability: Day classes. Evening classes.
Counties served: York
Description of sites: Classroom setting for community ABE/GED using one-on-one and small-group tutoring as well as self-study; workplace programs at job sites structured to meet individual and company needs.

Program description: Provides evening GED preparation and ABE programs for the community, workplace education including both functional-context training and ABE/GED programs and programs in partnership with local agencies. Integrates basic skills with job-specific training, and utilizes job/task analysis and assessment to determine and appropriately target training.

York County High School
P.O. Box 8042 West Manchester Mall
York, PA 17404
Contact: Grace Collins
ABE Program Director
Phone: 717-767-4863
Fax: 717-767-4336
Services: High school diploma

No. of students: 130
No. of paid staff: 10
Availability: Day classes. Some evening classes. Community based.

Counties served: York
Description of sites: Two sites: West Manchester Mall - day and evening classes. Crispus Attacks Association - day classes.

Program description: Program is a high school diploma program serving returning students 17 years of age or older. Employing a competency-based one-on-one instructional model. Requires students to earn a maximum of 21 high school credits. For enrollment students must attain a minimum of 8.5 on the ABLE test. Students also required to attain a post high school level on the ABLE to be eligible for graduation.

Guide to Services Provided:
- Literacy: basic reading instruction
- ABE: Adult Basic Education
- GED: preparation for the Tests of General Educational Development
- ESL: English as a Second Language
- Workplace: adult education in conjunction with employers
- Family Literacy: intergenerational learning environment
Pennsylvania Regional Professional Development Centers (PDCs)

PDCs serve practitioners in adult basic and literacy education through training, research communities, and other professional development activities. Counties served by each center are listed in italics.

Northwest PDC
Armstrong, Beaver, Butler, Cameron, Clarion, Crawford, Elk, Erie, Forrest, Indiana, Jefferson, Lawrence, McKean, Mercer, Potter, Venango, Warren
Richard Gacka, Director
Bootsie Barbour, Coordinator
Regina Rastatter, Staff Assistant
Northwest Tri-County IU #5
670 W. 36th St.
Erie, PA 16508-2645
Phone: 814-866-3775 ext. 223 • Fax: 814-866-5045
E-mail: NorthWPDC@AOL.com, bootsie@iu05trc.trinet.k12.tr.net, rich_gacka@smtp.trinet.k12

Central-Northeast PDC
Bradford, Carbon, Centre, Clearfield, Clinton, Columbia, Lackawanna, Luzerne, Lycoming, Monroe, Montour, Northumberland, Pike, Schuylkill, Snyder, Sullivan, Susquehanna, Tioga, Union, Wayne, Wyoming
Edith A. Gordon, Director
Gail Leightley, Coordinator
Donna King, Staff Assistant
Central Intermediate Unit #10
Development Center for Adults
Centre Co. Vo-Tech School
540 North Harrison Road
Pleasant Gap, PA 16623
Phone: 814-359-3069 • Fax: 814-359-2344
E-mail: CNEPDC@aol.com

Southwest PDC
Allegheny, Cambria, Fayette, Greene, Somerset, Washington, Westmoreland
Donald Block, Director
Karen Mundie, Supervisor
Rachel Zilcosky, Coordinator
Sue Snider, Coordinator
Greater Pittsburgh Literacy Council
100 Sheridan Square, 4th Floor
Pittsburgh, PA 15206
Phone: 412-661-READ • Fax: 412-661-3040
E-mail: SWPDC2@aol.com

Southeast PDC
Berks, Bucks, Chester, Delaware, Lancaster, Lebanon, Lehigh, Montgomery, Northampton
David P. Karl, Director
Sandra Strunk, Coordinator
Lancaster-Lebanon Intermediate Unit 13
1 Cumberland St.
Lancaster, PA 17042
Phone: 717-270-2935 or 717-270-2936 • Fax: 717-270-2943
E-mail: SEPDC1@aol.com

Philadelphia PDC
Philadelphia
Rose Brandt, Director
Diane Inverso, Coordinator
Mayor's Commission on Literacy
1500 Walnut St., 18th Floor
Philadelphia, PA 19102
Phone: 215-685-6602 • Fax: 215-685-6620
E-mail: PHLPDC@aol.com, meol@philadelphia.liberty.net.org

State Literacy Resource Centers (SLRCs)

Advance State Literacy Resource Center
PDE Resource Center
333 Market St., 11th Fl.
Harrisburg, PA 17126-0333
Cheryl Harmon, Resource Specialist
Phone: 800-992-2283 in PA, 717-783-9192
Fax: 717-783-5420
E-mail: harmon@shrsys.hslc.org

Western PA Adult Literacy Resource Center (WPALRC)
5347 William Flynn Hwy. Rt. 8
Gibsonia, PA 15044-9644
Christine Kemp, Resource Specialist
Phone: 800-446-5607, ext. 216 in PA; 412-961-0294, ext. 216
Fax: 412-443-1310
E-mail: wpalrc@pgh.nauticom.net
Pennsylvania Literacy Corps

A portion of the Pennsylvania Act 143 funds is dedicated to the Pennsylvania Literacy Corps, a program whose mission is to promote lifelong involvement in community service while enhancing the curricula of higher education institutions with service learning opportunities that solve measurable community problems. Specifically, the Pennsylvania Literacy Corps strives to:

- mobilize college students to help overcome the illiteracy problem in the Commonwealth;
- encourage higher education institutions to promote and support community service as an integral part of the college curriculum; and
- establish collaborative working partnerships between higher education institutions and providers of adult basic education and literacy services.

**Point of Contact:** John “Sonny” Sloan, Bureau of Adult Basic and Literacy Education, 717-787-5532

1996-97 Pennsylvania Literacy Corps:

**Central IU 10 Development Center for Adults**
540 N. Harrison Road
Pleasant Gap, PA
**Contact:** Edith Gordon, Pennsylvania Literacy Corps Director

**Erie City School District**
1511 Peach Street
Erie, PA
**Contact:** Daniel Tempestini, Director, Adult Learning Center

**University of Pittsburgh**
350 Thackery Hall
Pittsburgh, PA
**Contact:** Rita Bean, Office of Research

**Lock Haven University**
Fairview Street
Lock Haven, PA
**Contact:** Gregory Nolan, PA Literacy Corps Director

**Mid-State Literacy Council**
204 Calder Way, Suite 306
State College, PA
**Contact:** Monica Mathews

**Lehigh Carbon Community College**
4525 Education Park Drive
Schnecksville, PA
**Contact:** Lauren Guiguere, Director, Literacy & Job Training Programs

**Kutztown University**
P.O. Box 730
Kutztown, PA
**Contact:** Susan Bazylak, PA Literacy Corps Director

**Lackawanna Jr. College**
501 Vine Street
Scranton, PA
**Contact:** Joyce Kerrick, PA Literacy Corps Director

**Tuscarora I.U. II**
2527 U.S. Highway 522 S.
McVeytown, PA
**Contact:** Carol Molek, PA Literacy Corps Director

**Delaware County Literacy Council**
2217 Providence Avenue
Chester, PA
**Contact:** Patricia R. Gaul, Director

**Penn State University Allentown**
8380 Mohr Lane
Fogelsville, PA
**Contact:** Dr. Mary Landis, PA Literacy Corps Director

**Penn State University McKeesport**
University Drive
McKeesport, PA
**Contact:** Jo Anne E. Burley, PA Literacy Corps Director

**CORPP**
1217 Sansom Street, 7th Floor
Philadelphia, PA
**Contact:** Clifton J. Williams, Executive Director

**King’s College**
133 N. River Street
Wilkes-Barre, PA
**Contact:** Dr. Carol Moutray, PA Literacy Corps Director

**Wilkes University**
170 S. Franklin Street
Wilkes-Barre, PA
**Contact:** Dr. Douglas Lynch, PA Literacy Corps Director

**Temple University Center for Intergenerational Learning**
1601 N. Broad Street - RSB 206
Philadelphia, PA
**Contact:** Dr. Andrea Taylor, Director

**Center for Literacy**
636 S. 48th Street
Philadelphia, PA
**Contact:** JoAnn Weinberger, Director
Adult State Correctional Institutions

Adult education programs operate in all State Correctional Institutions.

SCI-Albion
10745 Rte. 18
Albion, PA 16475-0001
Phone: 814-756-5778
Fax: 814-756-9435
Hours: 8:00-4:30
Edward Brennan, Supt.
Ken Getschow, Principal
Harold Heckler, FLC
Bob Boeh, Inmate Program Director
Andrea Anthony, Adm. Asst.

SCI-Cambridge Springs
Fullerton Ave.
Cambridge Springs, PA 16403-1229
Phone: 814-398-5400
Fax: 814-398-5413
Hours: 8:30-4:30
William J. Wolfe, Supt.
Richard Learn, Principal
Harold Heckler, FLC
Charles Utz, Dep. Prog. Serv.
Denise Fales, Adm. Asst.

SCI-Cresson
P.O. Box A, Old Rte. 22
Cresson, PA 16699-0001
Phone: 814-886-8181
Fax: 814-946-6977
Hours: 7:30-4:00
Frederick Frank, Supt.
Charles Glass, Principal
James Hudack, FLC
Susan Gore, Secretary
David Pitkins, Dep. Prog. Serv.

SCI-Graterford
P.O. Box 246, Rte. 29
Graterford, PA 19426
Phone: 215-489-4151
Fax: 610-270-1794
Hours: 7:30-3:30
Donald T. Vaughn, Supt.
Carroll Williams, Principal (ext. 2339)
James Symmons, FLC (ext. 2339)
Mildred Woods, Secretary
Thomas Stachelek, Dep. Prog. Serv.

SCI-Greene
1030 E. Roy Furman Hwy.
Waynesburg, PA 15370-8089
Phone: 412-852-5502
James Price, Supt.
Dr. Frank Newton, Principal
Thomas Seiverling, Inmate Prog. Mgr.
Sharn Beerman, Adm. Asst.

SCI-Greensburg
R.D. #10, Box 10, Rte. 110 South
Greensburg, PA 15601
Phone: 412-378-5552
Fax: 412-378-5535
Hours: 8:00-4:00
Frederick A. Rosemeyer, Supt.
Paul Thomas, Principal
Peter Baumhardt, FLC
Kathy Lechman, Secretary (ext. 281)
Neil Mechling, DOT

SCI-Houtzdale
P.O. Box 1000
Houtzdale, PA 16651
Phone: 814-378-5552
Fax: 814-378-5535
Hours: 8:00-4:00
John McCullough, Supt.
Principal: vacant
Barry Johnson, Deputy Supt. for Centralized Services
William Speck, Deputy for Facilities Management

SRCF-Mercer
801 Butler Pike
Mercer, PA 16137-9651
Phone: 412-662-1837
Fax: 412-662-1940
Hours: 8:00-4:00
Gilbert A. Walters, Supt. (ext. 107)
Shirley Mattace, Principal
Catherine Morelli, FLC (ext. 161)
Elaine Holtman, Secretary
Joseph DeSuta, Dep. Prog. Serv.

SCI-Pittsburgh
P.O. Box 99901
Pittsburgh, PA 15233-0901
Phone: 412-761-1955
Fax: 412-656-3596
Hours: 8:00-4:00
Gregory White, Supt.
Principal: vacant
FLC: vacant
David Good, Dep. Supt. OT
Mary Jo Stanley, Secretary (ext. 307)
<table>
<thead>
<tr>
<th>Facility</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
<th>Hours</th>
<th>Commander/Principal</th>
<th>Assistant</th>
<th>Program Director</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quehanna Boot Camp</td>
<td>HC Box 32, Karthaus, PA 16845</td>
<td>814-765-0644</td>
<td></td>
<td>8:30-5:00</td>
<td>John Wertz, Commander</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCI-Rockview</td>
<td>R.F.D. 8, Box “A,” Rte. 26, Bellefonte, PA 16823</td>
<td>814-355-4875</td>
<td>814-355-6060</td>
<td>8:30-5:00</td>
<td>Dr. J.F. Mazurkiewicz, Supt.</td>
<td>Gregory Strayer, Principal</td>
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<td>SCI-Somerset</td>
<td>1590 Walters Mill Rd., Somerset, PA 15501-5103</td>
<td>814-443-8100</td>
<td>814-443-8137</td>
<td>8:00-4:30</td>
<td>Harry King, Principal</td>
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<td>SCI-Waynesburg</td>
<td>R.D. #1, Box 67, Waynesburg, PA 15370-9441</td>
<td>412-627-6185</td>
<td>412-627-5660</td>
<td>8:00-4:30</td>
<td>Timothy English, Supt.</td>
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<td>SCI-Camp Hill</td>
<td>P.O. Box 8837, Camp Hill, PA 17001-8837</td>
<td>717-737-4531</td>
<td>717-783-7185</td>
<td>8:00-4:00</td>
<td>Kenneth D. Kyler, Acting Supt.</td>
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<td>SCI-Dallas</td>
<td>Drawer K, Dallas, PA 18612</td>
<td>717-675-1101</td>
<td>717-826-5490</td>
<td>8:00-4:00</td>
<td>John Stepanik, Supt.</td>
<td>Janet Swanger, Principal</td>
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<tr>
<td>SCI-Frackville</td>
<td>1111 Altamont Blvd., Frackville, PA 17931-2699</td>
<td>717-874-4516</td>
<td>717-621-3064</td>
<td>8:00-4:00</td>
<td>Joseph W. Chestney, Supt.</td>
<td>Edward Dutton, FLC</td>
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<tr>
<td>SCI-Huntingdon</td>
<td>1100 Pike St., Drawer R, Huntingdon, PA 16654-1112</td>
<td>814-643-2400</td>
<td>814-949-7922</td>
<td>8:00-4:00</td>
<td>William J. Love, Supt.</td>
<td>Rick Bayer, FLC</td>
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<tr>
<td>SCI-Muncy</td>
<td>P.O. Box 180, Muncy, PA 17756-0180</td>
<td>717-546-3171</td>
<td>717-546-2745</td>
<td>8:30-4:30</td>
<td>Mary Leftridge Byrd, Supt.</td>
<td>Carol Cozza, Principal</td>
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SCI-Retreat
RD #3, Box 500
Hunlock Creek, PA 18621-9580
Phone: 717-735-8754
Fax: 717-826-5503
Hours: 8:00-4:00
Dennis R. Erhard, Supt.
Ken Malia, FLC
Henry D. Beehrman, Principal
Joseph Piazza, Dep. Central Svcs.
John Mack, Inmate Prog. Dir.

SCI-Smithfield
1120 Pike St.
Huntingdon, PA 16652-1117
Phone: 814-643-6520
Fax: 814-946-7339
Hours: 8:00-4:00
James A. Morgan, Supt.
Rick Bayer, FLC
Geoff Lucas, Principal
Elizabeth Jeffris, Secretary
Anthony Biviano, Dep. Central Svcs.
Mike Knott, Inmate Prog. Dir.

SCI-Waymart
Box 256
Waymart, PA 18472-0256
Phone: 717-488-5811
Fax: 717-253-7129
Hours: 8:00-4:00
Charles Zimmerman, Supt.
Martin Walsh, Principal
Pam Widaon, Secretary
Raymond Colleran, Dep. Central Svcs.
Joseph Nash, Inmate Prog. Dir.

SCI-Coal Township
One Kelley Dr.
Coal Twp., PA 17866-1020
Phone: 717-644-7890
Fax: 717-644-4882
Hours: 8:00-4:00
Frank Gillis, Supt.
Bernon Lane, Dep. Central Svcs.
Pat McCrone, Inmate Prog. Dir.
Mrs. Londis, School Principal
Mary Scandle, Adm. Asst.

SCI-Mahanoy
301 Morea Rd.
Frackville, PA 17932
Phone: 717-621-3096
Fax: 717-621-3096
Hours: 8:00-4:00
Martin Dragovich, Supt.
Judy Kleinman, Inmate Prog. Dir.
Kenneth Chmielewski, School Principal
Jame Kintzel, Adm. Asst.
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<td>Adams</td>
<td>Lincoln IU 12</td>
<td>65 Billerback Rd. Box 70</td>
<td>(717) 624-4616</td>
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<td>0475</td>
<td>Allegheny</td>
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<td>410 Ninth Avenue</td>
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<td>0630</td>
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<td>Armstrong</td>
<td>Northgate</td>
<td>535 Rottenberry Road</td>
<td>(724) 763-7151</td>
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<tr>
<td>0430</td>
<td>Armstrong</td>
<td>Armstrong SD</td>
<td>410 Main St. Adm. Bldg.</td>
<td>(724) 775-8561 x 125</td>
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<tr>
<td>0500</td>
<td>Beaver</td>
<td>CC of Beaver County</td>
<td>One Campus Drive</td>
<td>(814) 652-9114 x 230</td>
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<tr>
<td>0225</td>
<td>Bedford</td>
<td>Everett Area Sr. HS</td>
<td>North River Lane</td>
<td>(717) 247-211 x 200</td>
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<td>0660</td>
<td>Berks</td>
<td>Reading Area CC</td>
<td>10 S. 2nd St.</td>
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<td>0002</td>
<td>Billings</td>
<td>Altoona SD</td>
<td>1415 Wanaque Blvd.</td>
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<td>Bradford</td>
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<td>(814) 466-8426</td>
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<td>0850</td>
<td>Bradford</td>
<td>Wyalyus Valley Jr/Sr HS</td>
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<td>(817) 746-1498</td>
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<td>0580</td>
<td>Bucks</td>
<td>Bucks Co. CC</td>
<td>Swamp Rd.</td>
<td>(215) 384-8466</td>
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<td>0060</td>
<td>Butler</td>
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<td>3151 Ridge Road</td>
<td>(215) 345-9878</td>
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<td>0350</td>
<td>Cambria</td>
<td>Greater Johnstown</td>
<td>1091 Broad St.</td>
<td>(814) 533-5560</td>
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<td>0010</td>
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<td>Cameron Co. HS</td>
<td>Woodland Avenue</td>
<td>(814) 486-3774</td>
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<tr>
<td>0340</td>
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<td>Carbon Co. AVTS</td>
<td>132nd Street</td>
<td>(717) 325-7460</td>
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<td>0020</td>
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<td>830 E. Bishop St.</td>
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<td>0125</td>
<td>Chester</td>
<td>Chester Co. Job Dev. Ctr.</td>
<td>1525 E. Lincoln Hwy.</td>
<td>(601) 524-5107</td>
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<td>0722</td>
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<td>RD 2, Box 197</td>
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<td>0115</td>
<td>Clearfield</td>
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<td>410 Shaw St.</td>
<td>(814) 739-3421</td>
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<td>0420</td>
<td>Clinton</td>
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<td>380 W. Church St.</td>
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<td>1616 W. First St.</td>
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<td>1100 W. 10th St.</td>
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Author(s): Tana Reiff

Corporate Source: Lancaster-Lebanon Intermediate Unit 13

Publication Date: June 1997

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