Welcome to LIFT!
Welcome to LIFT!

This presentation serves as an introduction to LIFT for prospective volunteers.

In this presentation you will discover information about LIFT, adult literacy facts, and LIFT volunteer opportunities.
Complete this “Welcome to LIFT!” PowerPoint to learn about LIFT and help you decide on a volunteer opportunity.

Schedule a class observation visit by emailing: Volunteer@LIFT-Texas.org. (Optional, depending on which volunteer role is selected.)

Complete the volunteer application and return to: Volunteer Application 2018.

LIFT will email you instructions for how to complete the Volunteer Background Check process once your Volunteer Application is processed.

Attend specialized training for the specific volunteer opportunity that will be arranged by the director of your chosen program.
LIFT Professional Team

- Dr. Linda Johnson: President and CEO

Program Team
- Karen Guida: ABE Program Director
  - Ann Fink: ABE Coordinator
  - Joy Reemtsma: ABE Coordinator
- Rubi Orozco: ESL Program Director
  - Yolanda Lepkowski: ESL Coordinator
  - Olga Gilbert: ESL Teacher
- Karen Medlock: HSE Program Director
  - Schneil Dunn: HSE Coordinator

Support Team
- Dan Thompson: Chief Development Officer
- Kate Hoffman: Director of Marketing and Communications
- Kat Williams: Weekday Evening Manager
- Gail Poole: Receptionist (Weekday)
- Vanessa Barryer: Receptionist (Evening/Saturday)

214.824.2000
About LIFT and Adult Literacy
History of LIFT

Mission: To enhance lives and strengthen communities by teaching adults to read.

LIFT was founded in 1961 by the National Council of Jewish Women (NCJW) Greater Dallas Section in response to its concern over the illiteracy rate among adults in north Texas. The goal was to create and support an organization that would offer easily accessible classes so that functionally illiterate adults could learn to read and write in English. To date more than 50,000 low-literate adults have accomplished their literacy goals through LIFT programs.

Today, LIFT offers adult literacy programs for very low-literate adults; preparation for the Texas Certificate of High School Equivalency (TxCHSE); and English as a Second Language (ESL). Workforce skill development activities are included in all programs. Any adult 18-years-old or older may enroll in LIFT classes.

In 2013, LIFT relocated to the CitySquare Opportunity Center at 1610 South Malcolm X Boulevard—near Deep Ellum—in Suite 320 (middle building).
U.S. Low-Literacy Statistics

*Adult education is a gateway to a job and a career.*
*It is a hand up, not a hand out.*

- More than 36 million Americans can’t read or write at the most basic level.
- 60 million Americans lack the credentials and skills necessary to succeed in postsecondary education.
- More than 60 million Americans lack the basic math skills needed to operate a cash register or understand a bus schedule.

Adult literacy programs serve adults aged 18 and older who have various literacy needs, such as they lack basic reading and math skills, or do not have a high school diploma or its equivalent, or want to obtain the knowledge and skills necessary for employment and self-sufficiency.

Sources: [www.Proliteracy.org](http://www.Proliteracy.org) and [www.COABE.org](http://www.COABE.org)
Adult Low-Literacy is a Root Cause of Poverty.

In Dallas County 350,000 Adults Don’t Have a High School Diploma and Earn Less than $22,000 Annually.

Fewer than five percent of low-literate adults in Dallas County receive any literacy instruction.

Education Affects Income

<table>
<thead>
<tr>
<th>Education Level</th>
<th>Annual Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than High School</td>
<td>$21,548</td>
</tr>
<tr>
<td>High School/HSE</td>
<td>$26,494</td>
</tr>
<tr>
<td>Some College or Associate’s</td>
<td>$34,178</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>$53,490</td>
</tr>
<tr>
<td>Graduate or Professional</td>
<td>$71,086</td>
</tr>
</tbody>
</table>

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-year Estimates
Literacy Creates Opportunity

Low-Literacy Limits Opportunity

Literacy is More Than Reading
LIFT Programs Meet National Standards
# LIFT Programs Overview

LIFT uses nationally-recognized curricula in a classroom setting for its adult literacy education programs.

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Curricula</th>
<th>Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Basic Education (ABE)</td>
<td>In 2012, LIFT adapted The Shelton School’s Sequential English Education (SEE) IMSLEC-accredited program, a multisensory structured, sequential language approach to teaching, reading, writing, and spelling for students at risk for or diagnosed as dyslexic or having a related disorder. The SEE curriculum was modified for adults by LIFT’s ABE Program Director, Karen Guida. Computer lab tools reinforce the curriculum and assist with workforce preparation.</td>
<td>The Shelton School/LIFT Sequential English Education (SEE)</td>
<td>Karen Guida</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Aztec Software Foundations, Bridge, and GED Prep</td>
<td>Karen Medlock</td>
</tr>
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<td></td>
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<td>Cambridge University Press Ventures and Let’s Talk</td>
<td>Rubi Orozco</td>
</tr>
<tr>
<td>High School Equivalency (HSE)</td>
<td>The HSE classes prepare adult learners to take one of the three state approved tests to attain the TxCHSE (Certificate of High School Equivalency). The three testing options in Texas are: the GED (General Education Development); the HiSET (High School Equivalency Test); and the TASC (Test Assessing Secondary Completion). In addition to group classes students also have access to internet-based curriculum online. HSE classes provide integrated workforce preparation activities.</td>
<td>Aztec Software Foundations, Bridge, and GED Prep</td>
<td>Karen Medlock</td>
</tr>
<tr>
<td>English as a Second Language (ESL)</td>
<td>Group ESL classes are taught in English and focus on everyday English and language for non-native English speakers. Collaborative activities in each unit cover critical thinking and soft skills key to workforce readiness. The classes provide students with opportunities to speak in small groups as well as the entire class.</td>
<td>Cambridge University Press Ventures and Let’s Talk</td>
<td>Rubi Orozco</td>
</tr>
</tbody>
</table>
The national Adult Education and Family Literacy Act (AEFLA), Title II of the Workforce Innovation and Opportunity Act (WIOA), is the principal source of program alignment requirements and federal funding for U.S. adult education programs.

### FYI Only: National Adult Literacy Standards

The national Adult Education and Family Literacy Act (AEFLA), Title II of the Workforce Innovation and Opportunity Act (WIOA), is the principal source of program alignment requirements and federal funding for U.S. adult education programs.

### NRS Educational Functioning Level (EFL)

<table>
<thead>
<tr>
<th>EFL</th>
<th>GLE</th>
<th>ABE/ASE</th>
<th>LiFT Program and Curricula</th>
<th>ESL</th>
<th>LiFT Program and Curricula</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1-2</td>
<td>Beginning ABE Literacy</td>
<td>SEE 1 and 2</td>
<td>Beginning ESL Literacy</td>
<td>ESL 1 Ventures Basic</td>
</tr>
<tr>
<td>2</td>
<td>3-4</td>
<td>Beginning Basic Education</td>
<td>SEE 3 and 4</td>
<td>Low Beginning ESL</td>
<td>ESL 2 Ventures 1</td>
</tr>
<tr>
<td>3</td>
<td>4-6</td>
<td>Low Intermediate Basic Education</td>
<td>HSE 1 Aztec Foundations</td>
<td>High Beginning ESL</td>
<td>ESL 3 / Let's Talk 1 Ventures 2 / Let's Talk 1</td>
</tr>
<tr>
<td>4</td>
<td>7-8</td>
<td>High Intermediate Basic Education</td>
<td>HSE 2 Aztec Bridge</td>
<td>Low Intermediate ESL</td>
<td>ESL 4 / Let's Talk 2 Ventures 3 / Let's Talk 2</td>
</tr>
<tr>
<td>5</td>
<td>9-10</td>
<td>Low Adult Secondary Education</td>
<td>HSE 3 Aztec Bridge/GED Prep</td>
<td>High Intermediate ESL</td>
<td>ESL 5 / Let's Talk 3 Ventures 4 / Let's Talk 3</td>
</tr>
<tr>
<td>6</td>
<td>11-12</td>
<td>High Adult Secondary Education</td>
<td>HSE 4 Aztec GED Prep Online</td>
<td>Advanced ESL</td>
<td>ESL 6 Ventures Transitions</td>
</tr>
</tbody>
</table>

### TERMS:

- ABE: Adult Basic Education
- AEFLA: Adult Education and Family Literacy Act
- AEL: Adult Education and Literacy
- ASE: Adult Secondary Education
- EFL: Educational Functioning Level
- ESL: English as a Second Language
- GLE: Grade Level Equivalent
- HSE: High School Equivalency
- NRS: National Reporting System for Adult Education
- SEE: Sequential English Education
- WIOA: Workforce Innovation and Opportunity Act
Adult Basic Education (ABE)
**Learning Objectives**

Adult Basic Education (ABE) classes provide reading, writing, and speaking instruction to adults with low levels of literacy. **Sequential English Education (SEE),** a multisensory structured language program consisting of reading, writing, and spelling designed for students with specific learning differences, dyslexia, and related disorders. The **SEE** approach is alphabetic, phonetic, structural, and linguistic. The curriculum addresses reading, writing, comprehension, spelling, and auditory discrimination and memory.

**Internationally-Accredited Curriculum**

The curriculum was designed by The Shelton School and is accredited by the International Multisensory Structured Language Education Council (IMSLEC). Since 2012 **SEE** has been modified for adults and published by the ABE Program Director, Karen Guida.

Computer lab tools reinforce the curriculum and assist with workforce preparation. In alignment with WIOA requirements, workforce preparation activities are integrated into classes and focus on career awareness.

**ABE Program Director:** Karen Guida  
KarenGuida@LiFT-Texas.org
ABE student registration is a rolling process. Typically, the class—teachers and students—move as a cohort through all levels of SEE.

- Prospective ABE students call LIFT (214.824.2000) to reserve a spot for a personal intake session with a LIFT staff member.

- Students are privately interviewed so that LIFT can learn more about their personal experiences, goals, and educational background in order to place them in the most appropriate class.

- Students are assessed using the Wide Range Achievement Test (WRAT). The WRAT measures one’s ability to read (decode words) and one’s ability to spell (letter sounds and word recognition).

- Students who need to improve reading or those who need to strengthen their reading skills begin with SEE 1.
**WHEN:** Monday/Wednesday **OR** Tuesday/Thursday
10 a.m. to noon **OR** 6:30 to 8:30 p.m.

**WHERE:**
CitySquare Opportunity Center
1610 South Malcolm X Boulevard
Suite 320
Dallas TX  75226
214.824.2000

**WHAT’S INCLUDED:**
- Structured and aligned curriculum (4 levels)
- Students encouraged to work in computer lab before and/or after class
- Study hall is available
- Each session integrates workforce development activities
- LIFT students can attend various financial, digital, or family literacy, or workforce development workshops held throughout the year

**COST:**
$25 per session to cover student books and materials
*To be paid by credit card, check, or money order before session begins*
High School Equivalency (HSE)
Learning Objectives
HSE classes prepare adult learners to take one of the three state approved tests to attain the TxCHSE (Certificate of High School Equivalency). There are three testing options in Texas:
- GED (General Education Development) administered by GED Testing Services;
- HiSET (High School Equivalency Test) administered by Educational Testing Services; and
- TASC (Test Assessing Secondary Completion) administered by Data Recognition Corporation.

National Curricula
In 2018 LIFT adopted Aztec Software curricula for its four HSE levels.
- **Foundations**: sets the groundwork in all three of the major academic areas of Reading, Writing, and Mathematics. With a scaffolded approach, each concept utilizes and enhances the concepts mastered before it.
- **Bridge**: "bridges" from basic academics to high school equivalency curriculum. Students will practice using academic skills along with critical thinking to solve problems and think analytically. Students will also progress in practical skills such as using reference materials, spending money wisely, and writing persuasively.
- **Online GED Prep**: uses ongoing test data to generate and continuously adapt highly sensitive individual learning plans. Students work autonomously and benefit from a comprehensive and well-articulated curriculum.

In alignment with WIOA requirements, workforce preparation activities are integrated into classes and focus on career exploration and training.

**HSE Program Director:** Karen Medlock  
KarenMedlock@LiFT-Texas.org
Registration for HSE classes requires the prospective student to take placement tests. Testing takes about 3 hours and is scheduled several times annually.

- Prospective HSE students call LIFT (214.824.2000) to reserve a spot for a scheduled registration day and time.

- Prospective HSE students are called to remind them of their registration appointment.

- At registration, students are provided an overview of the HSE program. They complete forms, and take—for free—the Test of Adult Basic Education (TABE) assessments in reading, language arts, and math. The TABE results allow LIFT to place each student in the appropriate levels for language arts and math classes (students may be at different levels for these two subject areas). LIFT staff meet individually with each student to complete registration and collect the fee for upcoming HSE classes.

- Prior to the beginning of a session, registered students are called to remind them of the day(s) of the week and time for HSE classes for which they are registered.
HSE Class Information

WHEN: Monday/Wednesday OR Tuesday/Thursday
10 a.m. to noon OR 6:30 to 8:30 p.m.

WHERE:
CitySquare Opportunity Center
1610 South Malcolm X Boulevard
Suite 320
Dallas TX  75226
214.824.2000

WHAT’S INCLUDED:
▪ Structured and aligned curricula (4 levels)
▪ Students encouraged to work in computer lab before and/or after class
▪ Study hall is available
▪ Each session integrates workforce development activities
▪ LIFT students can attend various financial, digital, or family literacy, or workforce development workshops held throughout the year

COST:
$25 per session to cover student books and materials

To be paid by credit card, check, or money order before session begins
English as a Second Language (ESL)
ESL Overview

Learning Objectives
English as a Second Language (ESL) classes teach the English language to non-native speakers. Classes integrate all aspects of language learning: listening, speaking, reading, writing, vocabulary, grammar, pronunciation, and culture/civics. The program takes advantage of progressive teaching techniques including interactivity, flipped classroom models, and multisensory activation.

National Curricula
LIFT primarily uses the Cambridge University Press curricula in its ESL classes.

- **Basic and Levels 1-4**: This is the most comprehensive, standards-based ESL series for adult education that also features an integrated-skills approach.
- **Let's Talk**: Designed for students at the high-beginning/low-intermediate levels, it includes grammar, listening, and vocabulary practice.
- **Transitions**: Specially designed to align with college and career readiness and career pathway standards, this curricula focuses on the unique skills students need for careers and post-secondary education, including robust technology tools that expose students to the skills necessary for success in today's digital society.

In alignment with WIOA requirements, workforce preparation activities are integrated into classes and focus on career exploration and training.

ESL Program Director: Rubi Orozco
RubiOrozco@LIFT-Texas.org
ESL Program Roadmap

ESL 1
Ventures Basic

ESL 2
Ventures 1

ESL 3
Ventures 2

ESL 4
Ventures 3

ESL 5
Ventures 4

ESL 6
Ventures Transitions

Let's Talk 1, 2, 3

Let's Talk
Registration for ESL classes is typically held the week before classes begin.

- Students complete enrollment forms.
- Students are assessed using the Cambridge Placement Test, unless they are a returning student from the previous session.
- LIFT staff meet individually with each student to complete registration and collect the fee for upcoming ESL classes.
- Students are given a receipt along with information about their class day, time, and level.
ESL Class Information

WHEN: Saturday FROM 10 a.m. to 2 p.m. Weekday evening programs may be available.

WHERE:
CitySquare Opportunity Center
1610 South Malcolm X Boulevard
Suite 320
Dallas TX 75226
214.824.2000
Other locations may be available.

WHAT’S INCLUDED:
- Structured and aligned curricula (9 levels)
- Each session integrates workforce development activities
- LIFT students can attend various financial, digital, or family literacy, or workforce development workshops held throughout the year

COST:
$25 per session to cover student books and materials
To be paid by check or money order before session begins
What are the Volunteer Opportunities?

- **Teacher or Teacher Assistant**
  LIFT’s ABE, HSE, and ESL classes are led by trained volunteer teachers. Most classes meet twice a week for two hours per class, or Saturday for four hours. Volunteers are asked to commit to at least two hours per week for 12 to 15 weeks. Teaching opportunities include reading, English language acquisition, language arts, math, and other subjects (science, geography, civics, etc.). LIFT provides teacher training.

- **Study Hall and Computer Lab Volunteer**
  Study hall and computer lab times are available to students. These volunteers offer individualized support to students during scheduled sessions. Students may use this time to complete homework assignments or request help with specific lessons.

- **Office/Administrative/Marketing and Development Volunteer**
  These volunteers provide valuable assistance by providing services including data entry; making reminder phone calls to students; assembling classroom materials; filing; and assisting with social media, graphic design, and more.

- **LIFT Ambassador**
  Volunteers help spread the word about LIFT and literacy in our community. Join LIFT staff for speaking opportunities, event coordination, awareness-building initiatives, and fundraising.

- **Special Events/Workshops/Coaching Volunteer**
  For nearly 60 years, the diverse knowledge and expertise of volunteers has allowed LIFT to impact the lives of countless people. Let us know your area of expertise and how you would like to use your skills. LIFT appreciates volunteers who serve as mentors and career coaches.
The answer is NO to both questions!

LIFT Program Directors provide the training needed.

All ESL classes are taught in English.
Come Help LIFT Students Succeed!

The time you spend at LIFT is invaluable to our students and the LIFT staff. We appreciate you!

August 2018