



ABE Guidelines Now Available

After an intensive year of development and a successful piloting over the summer, the Department has released the *Guidelines for the ABE Teacher's License*. They are available online at <http://www.doe.mass.edu/educators/abe.html>.

The guidelines outline how applicants, for both the provisional and the professional license, can meet the regulations for the ABE Teacher's License. The guidelines include the information, the rubrics, and any forms necessary to fulfill the criteria set forth in the guidelines. The guidelines also include definitions of terms used. (Be sure to also consult the definitions in the Regulations.)

There is also a section in the guidelines for the ABE Panel Review that includes information on eligibility, compensation, and participation requirements for panelists.

Guidelines for recertification and ABE teacher preparation program approval are forthcoming.

For applicants who are interested in pursuing licensure through the Department's Panel Review option, there is a separate section within the guidelines for those who have been approved by the Department to pursue the professional license via Routes 1 and 2 and those who have been approved by the Department to pursue the license via Routes 3 and 4. Once applicants are approved to use a particular route to the professional license, they should be sure to use the appropriate section of the guidelines.

The Department greatly appreciates the field's patience while waiting for these guidelines, particularly the patience of those who have already applied for the license. We hope you will be pleased with the outcome and the level of detail provided for you.

The Department will be providing Q & A sessions on the guidelines in January. (Please see page 3 of this Update for dates, times, and locations.)

Note: If you are applying for the license and you are having your transcripts sent separately from your application, in order to prevent delays, please have the college/university send them to the attention of the Coordinator of the ABE Teacher's License. Thank you!

Review Panelists Needed:

The Department will be conducting another review panel training next year. If you are interested in participating, please fill out a nomination form and submit it. <http://www.doe.mass.edu/acls/abecert/Rpap.doc> In addition to a three day training, panelists must be willing to commit to six meetings per year. If you are accepted to participate, you will be notified of the training dates and location.

The ABE Teacher's License Update is published by the MDOE (Massachusetts Department of Education) in coordination with SABES (System for Adult Basic Education Support) in an effort to keep practitioners and interested parties apprised of the status of the ABE Teacher's License. This Update, past issues, and other relevant documents are posted on the following web-sites: www.doe.mass.edu/educators/abe.html or www.sabes.org/license

Applications for the ABE Teacher's License are available on the Department's web-site at: www.doe.mass.edu/educators/abe.html or by calling 781-338-3000 and requesting an application packet.

SUBJECT MATTER ADVISORS SOUGHT

With the publication of the ABE Guidelines, the Department can now move forward on the development of the ABE subject matter test. The Department is seeking ABE practitioners who have expertise in one or more of the following subject areas:

- 1) English/Reading and Writing (literature and reading and writing),
- 2) English as a Second Language,
- 3) Mathematics,
- 4) History and Social Science,
- 5) Science.

Subject matter advisors will make recommendations to the Department on the breadth and depth of content for each subject area. These recommendations will be considered as the Department works with the test developer.

Advisors must be willing to commit to three 3-hour meetings, to be held in a central location, and to participate in an online dialogue, which means that advisors must have regular access to the Web. Advisors will receive a small stipend intended to cover their travel and parking expenses.

If you have expertise in one or more of the ABE subject matter areas listed, and are interested in lending your expertise, please contact Mary Jayne at MJFay@doe.mass.edu.

ABE subject matter as outlined in the Regulations for Licensure of ABE Teachers will be used as the starting point for discussion:

47.07: Subject Matter Knowledge Requirements for Adult Basic Education Teachers

(1) English/Reading and Writing

- (a) Literature:
 1. Literature appropriate for a range of adult reading levels.
 2. Genres, literary elements, and literary techniques.
 3. Nature, history, and structure of the English language: lexicon and grammar.
- (a) Reading and Writing:
 1. Knowledge of theories, practices, and programs for developing reading skills and reading comprehension for adult learners.
 2. Phonemic awareness and phonics: principles, knowledge, and instructional practices.
 3. Vocabulary development.
 4. Theories on the relationships between beginning writing and reading.
 5. Writing process and formal elements of writing.

(2) English as a Second Language

- (a) Theories of language acquisition and development, including first and second language acquisition and development.
- (b) Linguistics, including phonology, morphology, syntax, semantics, and pragmatics of English, other languages, and language variations.
- (c) Language assessment procedures

and instruments: selection, administration, and interpretation.

(3) Mathematics

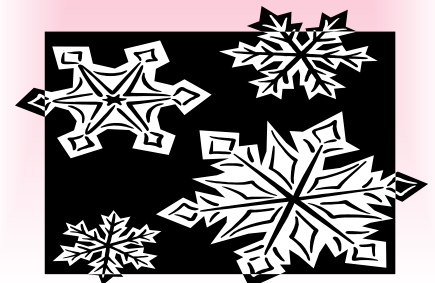
- (a) Basic principles and concepts related to mathematics, including algebra.
- (b) Number sense and numeration.
- (c) Patterns and functions.
- (d) Geometry and measurement.
- (e) Data analysis.

(4) History and Social Science

- (a) Major developments and figures in Massachusetts, United States, and world history.
- (b) Principles, ideals, institutions, and processes of American government and the Founding Documents of the United States.
- (c) Basic geographical principles and concepts:
 1. Major physical features of the world.
 2. Key concepts of geography and its effects on various peoples.

(5) Science

- (a) Basic principles and concepts of physical and life sciences appropriate to the adult secondary curriculum.
- (b) Principles and procedures of scientific inquiry.



SABES SET TO BEGIN "YEAR TWO" OF LICENSE-SUPPORT

Now that DOE has published approved guidelines for the Review Panel process, SABES is set to continue its field test of a peer-support model for license seekers. Basically, in this model small groups of teachers form peer-support groups, or cohorts, to work toward the license together. The cohort members motivate and support each other in their license-seeking efforts, often acting as resources, editors, and critics.

The 30+ teachers who participated last year concentrated on assembling application packets to DOE. This year, the same group will concentrate on building effective performance portfolios and fulfilling the demonstration of teaching requirement. "Year Two" began with a full-membership meeting on December 6th on the campus of Anna Maria College just outside of Worcester.

While the Field Test is concentrating on teachers with five or more years of ABE teaching experience, SABES is committed to helping any teacher interested in obtaining the new license. Each Regional Support Center has at least one staff member who is poised to help: Pat Mew at Western SABES (413-552-2393), Annemarie Espindola at Southeast SABES (508-678-2811 ext. 2782), Merilee Freeman at Central SABES (508-854-4296), Janet Fischer at Northeast SABES (978-738-7307), and Maria E. Gonzalez at the ALRI in Boston (617-782-8956 ext. 15).

In addition, Carey Reid is always willing to help; he can be reached at 617-482-9485 or CReid@worlded.org. In the weeks ahead, Carey will be integrating the Department's new guidelines with SABES's license-support web-site at www.sabes.org/license, and planning a round of information sessions on licensure support to be held in the regions (TBA!).

Q & A Sessions to be Held

In January the Department is holding question and answer sessions on the new guidelines. Persons interested in the license and who have read the guidelines are encouraged to contact the host site to register for a session. Sessions are limited to 15 participants so register early!

Please download a copy of the guidelines (<http://www.doe.mass.edu/educators/abe.html>), review them prior to attending, and please come prepared with questions. Thank you!

Western SABES:

Friday, January 17 (snow date January 24), from 1-3 p.m. at Holyoke Community College
To register call:
Pat Mew, 413-552-2393

Southeast SABES:

Monday, January 13 (snow date January 27), from 3-5 p.m. at Bristol Community College
To register call: Janet Dutra, 508-678-2811 ext 2278

Northeast SABES:

Wednesday, January 22 (snow date January 29), from 3-5 p.m. at Northern Essex Comm. College
To register call:
Janet Fischer, 978-738-7307

Department of Education:

Thursday, January 30 (snow date February 4), in Malden from 4-6 p.m.
To register call:
Lorraine Domigan, 781-338-3856

If you plan to apply for the ABE provisional license, or for the professional license under Route 1*, you must pass the Communication and Literacy Skills test.

The MTEL Test Dates for the next year are: 2/22/03, 5/17/03, and 7/26/03. For more information on the MTEL Test, please see the Department's web-site at:

<http://www.doe.mass.edu/mtel/>

*Reminder: Beginning October 1, 2006, all applicants for the ABE Teacher's License, regardless of route to licensure will be required to pass the Communication and Literacy Skills Test and the ABE Subject Matter Test.

SABES OFFERS LICENSURE RELATED COURSES

We're on the Web!
www.doe.mass.edu/
educators/abe.html
or
www.sabes.org/license

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*IF YOU HAVE QUESTIONS
OR COMMENTS, PLEASE
CONTACT:*

Mary Jayne Fay,
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ABE Licensure Coordinator,
at MJFay@doe.mass.edu

Carey Reid, SABES Staff
Development Specialist, at
617-482-9485 or
CReid@worlded.org



The schedule for 45-PDP courses across the five SABES Regional Support Centers is now mostly set. Here is the best information to date:

ALRI (Boston): **Reading and Writing 0-3 GLE**, presented by Sylvia Greene. This course will meet seven Saturdays in March-April, beginning on March 1st and continue through April 26th. Please call Maria Gonzalez or Steve Reuys to sign up at 617-782-8956.

Northeast SABES: **ABE Curriculum & Methods**, presented by Jeri Bayer and Alisa Povenmire. This is a repeat of this duo's wonderful presentation last year. Plans at this time point to a March 28th start date. Call Sharon Klufts at 978-738-7302 to get on the list.

Central SABES: **Adult Development**, presented by Dr. Barbara Macaulay. Plans are under way to offer this course as a "hybrid" online course, with a combination of face-to-face and online sessions, via an easily accessible Net-based format. This approach will reduce the amount of travel and onsite sessions, which might be attractive for participants outside the Central region. The first session is a Friday evening/Saturday combination (March 28/29). Please call Joanne Harrington at 508-854-4476.

Western SABES: **Teaching Mathematics & Numeracy in the ASE/GED Classroom**, presented by Cara Anaam with Judy Titzel and Trish Donovan. This course is slated to start early in the upcoming year, running on Saturdays. Session dates are January 18 & 25; February 1, 8, & 22; and March 1, 8, & 22. **Because this is a piloted course, participants will be paid \$300 in return for full attendance and written evaluation of the course.** Participation is limited to ten, so call Pat Mew soon at 413-552-2393.

Southeast SABES: This RSC will offer the same course as above, but a revised version that will not pay stipends. SABES is offering this new mathematics course in two regions of the state, one west and one east, because of teacher demand. Dates are not yet set, but the course is likely to begin in April 2003. Please call Janet Dutra at 508-678-2811 ext. 2278 to sign on.

Verification of Teaching Experience and the ABE License

What teaching experience may be used toward fulfilling the instructional hours for Routes 3 and 4 to the Professional ABE License?

ABE Instruction: Includes teaching ABE subject matter (e.g., reading, writing, mathematics, ESOL); it does not include the teaching of vocational subjects (e.g., automotive, barber-shop).

ABE Tutoring: Tutoring in ABE subject matter may be used toward a portion of the instructional requirements, provided the tutor received at least 15 hours of training.

Developmental Education: Teaching ABE subject matter (e.g., reading, writing, mathematics, ESOL) at the pre-college level; it does not include the teaching of study skills or life skills (unless it is part of an ABE subject matter course).

Up to 1/4 of the instructional hours for Routes 3 and 4 may be fulfilled by verifying tutoring and developmental instruction.

Regarding preparation time: The Department's position is to focus on direct instructional time and not to set a precedent that is not available to other Massachusetts educators.

What this means is that practitioners who wish to pursue licensure via Route 4 must have a minimum of 2,400 hours of verifiable direct instruction. It also means that practitioners who wish to pursue Route 3 must have a minimum of 480 hours of verifiable direct instruction, **in addition to** a preK-12 license at either the initial or professional level (f/k/a provisional with advanced standing and standard certificates).

Please note that these hourly equivalents are based on the average teaching workload of full-time ABE teachers in DOE funded programs of 12 hours per week for 40 weeks.