



## PEP Training Workshop General Information

*For Programs Outside of Illinois*

### PEP Training Workshops in FY12

- **Thursday and Friday, October 6-7, 2011 or**
- **Thursday and Friday, May 10-11, 2012**

Thursday:	Sign-In:	9:00 a.m. - 9:30 a.m.
	Workshop:	9:30 a.m. - 3:30 p.m.
Friday:	Workshop:	9:30 a.m. - 3:30 p.m.

### **Why Attend PEP?**

Research shows that children at all grade levels do better academic work and have more positive school attitudes, higher aspirations, and other positive behaviors if their parents are knowledgeable about and involved in their education. Language and cultural barriers, however, make ELL parents particularly vulnerable to being left out of their children's education.

*Parents as Educational Partners (PEP): A School-Related Curriculum for Language Minority Parents* helps ELL parents feel comfortable participating in their children's education and assists them in overcoming language barriers. The curriculum consists of seven instructional units: The U.S. School System; School Personnel and the School Day; School Procedures; Parent-Teacher Conferences; Report Cards and Curricula; Study Skills and Homework; and School Health Procedures. This two-day workshop will assist adult ESL instructors, parent educators, and K-12 school teachers in successfully implementing the curriculum.

In the two-day workshop, participants will learn to:

- Increase parent involvement in schools through use of the PEP curriculum
- Use the curriculum materials through a variety of teaching techniques including pictures for vocabulary development, language experience, dialogues/role-playing, problem-posing, and cultural comparisons

Workshop participants will receive a copy of the curriculum, which contains over 100 reproducible, classroom-ready activities and 200 illustrations for multilingual, multilevel parent classes. Participants will also receive the *Classroom Set of Pictures*. Lunch and morning refreshments are also included.

### **The Training Facility**

The workshop will take place at the Adult Learning Resource Center (ALRC) in Arlington Heights, Illinois.

### **Transportation**

The ALRC is located about 15-20 minutes northwest of O'Hare Airport and 50 minutes from Midway Airport. If you fly into Midway, there is a shuttle from Midway to O'Hare. Call Omega Airport Shuttle at (773) 483-6634 for more information. From O'Hare, many nearby hotels have shuttle services.



### **Lodging**

There are many hotel accommodations near the ALRC in Arlington Heights, including:

- Doubletree Hotel, 75 W. Algonquin Rd., Arlington Heights, (847) 364-7600 (free shuttle to ALRC)
- Courtyard by Marriott, 100 W. Algonquin Rd., Arlington Heights, (847) 437-3344
- Holiday Inn Express, 2120 S. Arlington Heights Rd., Arlington Heights, (847) 593-9400
- Red Roof Inn, 22 W. Algonquin Rd., Arlington Heights, (847) 228-6650
- Wingate Inn, 2112 S. Arlington Heights Rd., Arlington Heights, (847) 434-0300

*Workshop participants are responsible for arranging their own air travel, ground transportation, and lodging.*

***Important - Please read the following policies carefully before registering!***

### **Registration and Payment**

There are two ways to register:

- Online using your credit card at [www.thecenterweb.org/alrc/workshops.html](http://www.thecenterweb.org/alrc/workshops.html).
- By mail using a check, purchase order, or credit card.

All mailed registrations must be accompanied by full payment by either check, purchase order, or credit card. If payment does not accompany the registration form, it cannot be processed and it will be returned.

In order to help us prepare for workshops, pre-registration is required. The registration deadline is four working days prior to the workshop start date. On-site registration cannot be accommodated for fully-booked workshops.

### **Refunds and Cancellations**

**No refunds can be given to participants who cancel their registration or do not attend workshops.**

Registrations cannot be transferred from one workshop to another.

Workshops with fewer than ten registrants are subject to cancellation; fees will be refunded if the ALRC cancels a workshop.

### **Confirmation**

- Participants will be registered for workshops based on the day the registration form is received (using postmarks for mailed registrations or date of online registrations).
- Once you have registered, a confirmation will be sent. If you have not received a confirmation four days prior to the workshop, please call Monica Mazur at (224) 366-8633.

Adult Learning Resource Center  
2626 S. Clearbrook Drive  
Arlington Heights, Illinois, 60005  
224-366-8500  
[www.thecenterweb.org/alrc](http://www.thecenterweb.org/alrc)

# PEP Training Workshop Registration Form

## For Programs Outside of Illinois

**Personal Information** *Please print or type*

Circle Title: DR. MS. MRS. MR.

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*Last Name* *First Name* *Middle Initial* *Maiden Name (if applicable)*

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*Home Address* *City* *State* *Zip Code*

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*Home Phone Number* *Cell Phone Number* *Preferred Email Address*

**Employment Information**

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*School Name / District / Program Name* *Position*

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*School Address / Work Address* *City* *State* *Zip Code*

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*Work Phone Number*

*Preferred Mailing Address is* *home or* *program / work* *(please circle one)*

**Workshops in FY12** **Fee**

<input type="checkbox"/>	Thursday and Friday, October 6-7, 2011	#123030006	\$300
<input type="checkbox"/>	Thursday and Friday, May 10-11, 2012	#123030007	\$300

Thursday: Sign-In: 9:00 a.m. - 9:30 a.m.  
 Workshop: 9:30 a.m. - 3:30 p.m.  
 Friday: Workshop: 9:30 a.m. - 3:30 p.m.

Location: Adult Learning Resource Center, 2626 S. Clearbrook Drive, Arlington Heights, IL 60005

The fee includes all materials, refreshments, and lunches.

If mailing your registration, this registration form must be received two weeks before the workshop is scheduled.

**Payment Options – Two Payment Options**

1. If you are paying with your credit card, we encourage you to register at [www.thecenterweb.org/alrc/workshops.html](http://www.thecenterweb.org/alrc/workshops.html) for secure online payment.
2. For payment by check, credit card, or purchase order (PO), mail to:
 

Check, payable to The Center/ALRC:  
 Check # \_\_\_\_\_ is enclosed in the amount of \$ \_\_\_\_\_

Charge my Credit Card in the amount of \$ \_\_\_\_\_  
 Visa       Master Card  
 Account Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

\_\_\_\_\_   
 Cardholder Name (print/type)

\_\_\_\_\_   
 Cardholder Signature

PO enclosed in the amount of \$ \_\_\_\_\_. PO# \_\_\_\_\_

The Center/ALRC  
 P.O. Box 2401  
 Bedford Park, IL 60499-2401

**Payment by check, credit card or PO MUST accompany this registration form.**

*No "Requisition Orders" will be accepted.*