



CATAWBA WIA INSTRUCTION PY10-03

TO: All Catawba Youth Providers
SUBJECT: Basic Skills Deficient Youth
ISSUANCE DATE: November 22, 2010
EFFECTIVE DATE: Immediately
EXPIRATION DATE: Indefinite

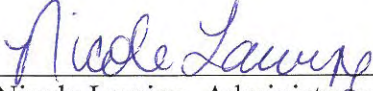
PURPOSE:

The purpose of this instruction letter is to provide guidance to local Youth Providers on facilitating services to address basic skills deficient youth.

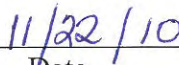
POLICY: The Catawba Regional Workforce Investment Board has implemented into policy a requirement that basic skills deficient youth must improve at least one EFL (Educational Functional Level) in one area before starting occupation training. An organized program that addresses basic skill should be incorporated. Types of programs that should be used are Adult Education, Basic Skills programs at Technical Colleges or private training institutes or computer-based basic skills programs such as Keytrain or WIN. Implementing this policy will improve overall performance as well as increase youth successful outcomes in occupational training programs.

ACTION: All Catawba Youth Providers will implement and comply with these instructions.

INQUIRIES: If you have any questions regarding this instruction, please contact Brigette Miller or Nicole Lawing at (803) 327-9041.



Nicole Lawing, Administrator
Catawba Workforce Investment Area



Date