

## RESA 8 Adult Basic Education (ABE) & Literacy Programs: July 2011 – June 2012

*(All class locations and times subject to change. Please call before attending.)*

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- WV Workplace Education Program services and/or classes may involve program fees to be paid by employers. *(Contact RESA 8 for more information).*
- Instruction is provided by state-certified or state-licensed adult education instructors.
- ABE students must be 16 years of age or older and officially withdrawn from or not required to attend public school.
- Guide to Abbreviations: DHHR = WV Department of Health & Human Resources; GED test;; ESL = English as a Second Language; LPN = Licensed Practical Nurse; OPT = Official Practice Test (required before GED exam); TABE = Test for Adult Basic Education; WIA = Workforce Investment Act.

County	Location	Topic(s)	ABE Director Office Phone (Area Code 304)	Instructor(s) Class Phone (Area Code 304)	Day(s)	Times
Berkeley	<b>Berkeley Adult Learning Center</b> 206 Lutz Avenue Martinsburg WV 25404	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)*</b></li> <li>• Basic skills (reading, math, language)</li> <li>• <b>GED</b></li> <li>• Learning Needs Screening</li> <li>• GED Official Practice Test**</li> </ul> <p><i>**OPT required before GED</i></p>	Ken Pack <b>267-3585</b> (Fax: 267-3584)	Jack Price Ian Paugh <b>263-3897</b> (Fax: 596-2055)  <a href="mailto:jeprice@access.k12.wv.us">jeprice@access.k12.wv.us</a>  <a href="mailto:ipaugh@access.k12.wv.us">ipaugh@access.k12.wv.us</a>	<b>Aug – June:</b> Mon-Thur  <b>OPT**</b> Wednesday Wednesday  <b>Orientation*</b> Thursday Friday*	8:00 a.m. – 9:00 p.m.  <b>OPT**</b> 8:00 a.m. (OPT) 5:00 p.m. (OPT)  <b>Orientation* (2 hours):</b> 5:00 p.m. (TABE) 8:00 a.m. (TABE)  <i>*Orientation and TABE required before attending.</i>
Berkeley	<b>Berkeley Adult Learning Center</b> 206 Lutz Avenue <b>Martinsburg WV 25404</b>	<ul style="list-style-type: none"> <li>• <b>English as a Second Language (ESL)</b></li> </ul>	Ken Pack <b>267-3585</b> (Fax: 267-3584)	Steve Hoover <b>279-7965</b> <a href="mailto:gshoov67@aol.com">gshoov67@aol.com</a>	<b>Aug.-June</b> Wednesday	6:00 p.m. – 8:30 p.m.
Berkeley	<b>Berkeley County ESL @ Catholic Charities</b> 224 S. Queen St. Martinsburg WV 25401	<ul style="list-style-type: none"> <li>• Assessment (CASAS)</li> <li>• <b>EL/Civics</b></li> </ul>	Ken Pack <b>267-3585</b> (Fax: 267-3584)	Steve Hoover <b>279-7965</b> <a href="mailto:gshoov67@aol.com">gshoov67@aol.com</a>	<b>Aug.-June</b> Tuesday Thursday	10:00 a.m. – 12:00 p.m. 10:00 a.m. – 12:00 p.m.
Berkeley	<b>Eastern Regional Jail</b> 94 Grapevine Rd. Martinsburg, WV 25405	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)</b></li> <li>• Basic skills</li> <li>• <b>GED</b></li> <li>• <b>OPT</b></li> </ul>	Fran Warsing <b>558-8833</b> Fax: 558-5042	Dennis Harbert <b>267-0045</b> (Fax: 263-0049)	<b>Year-round:</b> Mon - Fri	Institution referrals only.

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Berkeley	<b>SPOKES - Berkeley</b> 184 Lutz Avenue Martinsburg WV 25404  <a href="mailto:berkeleyspokes@yahoo.com">berkeleyspokes@yahoo.com</a>	<ul style="list-style-type: none"> <li>• Computer literacy</li> <li>• Customer service skills</li> <li>• Job readiness/search</li> <li>• Key Train® modules</li> <li>• WorkKeys® test</li> </ul>	Beverly Baccala <b>267-3595, x122</b> (Fax: 267-3599)	Ann Fodor Jon Doherty Liz Huntington <b>267-3387</b> (SPOKES) <b>267-3366</b> (ABE) (Fax: 267-3389)	<b>Year-round:</b> Mon - Fri	DHHR referrals only.
Berkeley, Jefferson, & Morgan	<b>James Rumsey Technical Institute</b> 3274 Hedgesville Rd. Martinsburg WV 25403  (Berkeley, Jefferson & Morgan Counties)  <a href="http://www.jamesrumsey.net">www.jamesrumsey.net</a>	<ul style="list-style-type: none"> <li>• <b>Assessment (CASAS, TABE)*</b></li> <li>• Basic skills</li> <li>• Computer literacy</li> <li>• <b>GED</b></li> <li>• <b>Official Practice Test (OPT)**</b></li> <li>• KeyTrain</li> <li>• <b>LPN/Surgical Tech preparation***</b></li> </ul> <p><b>*Orientation sessions:</b> <u>All new students must pre-register prior to attending an orientation. Call 754-9712. Parent or guardian must accompany students 16 or 17 years of age at orientation.*</u></p>	Vicki Jenkins	Paula Gould <b>754-9712</b> (Fax: 754-6300)	<b>Sep. – June:</b> Monday Tuesday Tuesday Wednesday Thursday Thursday Friday	8:00 a.m. – 4:00 p.m. 11:00 a.m. – 4:00 p.m. 5:00 p.m. – 8:00 p.m. 8:00 a.m. – 4:00 p.m. 11:00 a.m. – 4:00 p.m. 5:00 p.m. – 8:00 p.m. 8:00 a.m. – 4:00 p.m.

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Berkeley, Jefferson & Morgan	<b>Literacy Volunteers of the Eastern Panhandle</b> 101 W King St Martinsburg, WV 25401	<ul style="list-style-type: none"> <li>• Assessments</li> <li>• Basic skills</li> <li>• Literacy</li> <li>• English as a Second Language (ESL)</li> </ul>	<b>264-0298</b> (Fax: 267-9720)	Varies	<b>Year-round:</b> Tutoring	By appointment
Grant	<b>Eastern WVCTC Adult Learning Center</b> HC 33, Box 54N Airport Road Petersburg WV 26847	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)*</b></li> <li>• Basic skills</li> <li>• Computer literacy</li> <li>• GED</li> <li>• OPT</li> <li>• Test prep (ASVAB, ACT and SAT)</li> </ul> <p><b>**Enrollment required before attending class.</b></p>	Ward Malcolm <b>434-8000</b>	Amanda Barger <b>257-1660</b>	<b>Sept. – May:</b> Mon - Thur  <b>TABE/OPT:</b> Friday*  <b>New Student Enrollment**</b> Friday	8:30 a.m. – 3:15 p.m.  <b>TABE/OPT:</b> 9:00 a.m. – 12:00 p.m.  <b>New Student Enrollment**</b> 8:30 a.m. – 12:00 p.m.
Hampshire	<b>Hampshire County Adult Learning Center</b> HC 63, Box 1980 Romney WV 26757	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)</b></li> <li>• Basic skills</li> <li>• Computer literacy</li> <li>• GED</li> <li>• Learning Needs Screening</li> <li>• OPT</li> </ul> <p><b>* Orientation required before attending. Call 822-3979 x254. Parent or guardian must accompany students under 18.</b></p>	Marianna Leone <b>822-3528</b> (Fax: 822-5382)	Sherry Lupton <b>822-3979, x.223</b> (Fax: 822-3220)	<b>Sept. – May:</b> Mon - Thur Monday Wednesday	8:00 a.m. – 3:00 p.m. 3:00 p.m. – 6:00 p.m. 3:00 p.m. – 6:00 p.m.  <p><b>*New students must attend orientation first.</b></p>

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Hampshire	<b>SPOKES – Hampshire</b> 45 School Street Romney, WV 26757	<ul style="list-style-type: none"> <li>• Career search</li> <li>• Computer literacy</li> <li>• Customer service skills</li> <li>• Job readiness skills</li> <li>• Key Train® modules</li> <li>• WorkKeys® test</li> </ul>	Beverly Baccala <b>267-3595,</b> <b>x.122</b>	Shannon Lewis <b>822-2487</b> (Fax: 822-2489) <a href="mailto:hampshirespokes@yahoo.com">hampshirespokes@yahoo.com</a>	<b>Year-round:</b> Mon - Fri	DHHR and WIA referrals only.
Hampshire	<b>Potomac Highlands Regional Jail</b> 13 Dolan Drive Augusta, WV 26704	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)</b></li> <li>• Basic skills</li> <li>• <b>GED</b></li> <li>• <b>OPT</b></li> </ul>	Fran Warsing <b>558-8833</b>	Sheri Blowe <b>496-1275</b>	<b>Year-round:</b> Mon - Fri	Institutional students only.
Hardy	<b>Eastern WV Community &amp; Technical College</b> 316 Eastern Drive Moorefield WV 26836	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)*</b></li> <li>• Basic skills</li> <li>• College entrance test preparation</li> <li>• Computer literacy</li> <li>• Driver education study</li> <li>• Employment skills (resumes, applications)</li> <li>• <b>GED test preparation</b></li> <li>• Learning Needs Screening</li> <li>• Online studies (PLATO &amp; KeyTrain)</li> <li>• <b>OPT**</b></li> <li>• WorkKeys test preparation (KeyTrain)</li> </ul>	Ward Malcolm <b>434-8000</b>	Vera Shockey <b>434-8000, x.234</b> (Fax: 434-7003)	<b>Sept. – June</b> Mon – Thur  <b>OPT**</b> 1 <sup>st</sup> /3 <sup>rd</sup> Friday  <b>TABE*</b> Friday	9:00 a.m. – 12:00 p.m. 12:30 p.m. – 3:30 p.m.  <b>OPT**</b> 9:00 a.m.  <b>TABE*</b> 9:00 a.m.

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Hardy	<b>Hardy County Public Library</b> 102 N. Main Street Moorefield, WV 26836	<ul style="list-style-type: none"> <li>• Assessment (BEST)</li> <li>• English as a Second Language (ESL)</li> </ul>	Ward Malcolm <b>434-8000</b>	Christie Hand <b>358-2205</b>	Tuesday Thursday	5:00 p.m. – 7:00 p.m. 5:00 p.m. – 7:00 p.m.
Hardy, Grant, Hampshire, & Pendleton	<b>SPOKES - Roving</b> Post Office Box 180 Moorefield, WV 26836	<ul style="list-style-type: none"> <li>• Job readiness skills</li> <li>• Computer literacy</li> <li>• Key Train® modules</li> <li>• WorkKeys® test</li> <li>• Customer Service</li> </ul>	Beverly Baccala <b>267-3595</b> (Fax: 267-3599)		<b>Year-round:</b> Mon-Fri	DHHR referrals only.
Jefferson	<b>Jefferson County Adult Learning Center</b> 322 W. Washington St. Charles Town, WV 25414	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)*</b></li> <li>• Basic skills</li> <li>• Computer literacy</li> <li>• GED</li> <li>• Learning Needs Screen</li> <li>• OPT**</li> </ul> <p><i>*Orientation/intake and TABE pre-testing required before attending GED/basic skills class.</i></p> <p><i>**Official Practice Testing required for free GED.</i></p>	Martin Soltis <b>728-9224</b>	Frank Houston <b>725-3011</b> (ph/fax)	<b>Aug. - June</b> Monday Tuesday Tuesday Wednesday Thursday Thursday	9:00 a.m. – 3:00 p.m. 12:00 p.m. – 3:00 p.m. 6:00 p.m. – 9:00 p.m. 9:00 a.m. – 3:00 p.m. 12:00 p.m. – 3:00 p.m. 6:00 p.m. – 9:00 p.m.  <b>Orientation*</b> Friday 8:00 a.m. – 12:00 p.m.  <b>OPT**</b> Monday 9:00 a.m. – 12:00 p.m.

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Jefferson	<b>Jefferson County Head Start</b> T.A. Lowery Elementary 103 Shenandoah Junction Road Shenandoah Junction, WV 25442	<ul style="list-style-type: none"> <li>• ESL</li> </ul>	Martin Soltis <b>728-9224</b>	Jane Wagner <b>725-3011</b> (ph/fax) <a href="mailto:esljefferson@yahoo.com">esljefferson@yahoo.com</a>	<b>Sept. - June</b> Wednesday	9:00 a.m. – 12:00 p.m.
Jefferson	<b>Jefferson County Adult Learning Center</b> 322 W. Washington St. Charles Town, WV 25414	<ul style="list-style-type: none"> <li>• ESL</li> <li>• EL Civics* (citizen preparation)</li> </ul>	Martin Soltis <b>728-9224</b>	Jane Wagner Mary Posa Jane Minard <b>725-3011</b> (ph/fax) <a href="mailto:esljefferson@yahoo.com">esljefferson@yahoo.com</a>	<b>Aug. - June</b> Monday Monday Wednesday Thursday  EL/Civics* Tuesday	10:00 a.m. – 2:00 p.m. 5:00 p.m. – 9:00 p.m. 5:00 p.m. – 9:00 p.m. 10:00 a.m. – 2:00 p.m.  5:00 p.m. – 9:00 p.m.
Jefferson	<b>SPOKES – Jefferson</b> 322 W. Washington St. Suite 10 Charles Town, WV 25414	<ul style="list-style-type: none"> <li>• Career search</li> <li>• Computer literacy</li> <li>• Customer service skills</li> <li>• Job readiness skills</li> <li>• Key Train® modules</li> <li>• WorkKeys® test</li> </ul>	Beverly Baccala <b>267-3595, x122</b> (Fax: 267-3599)	Kate McEvoy <b>724-5488</b> (Fax: 724-5489) <a href="mailto:jeffersonspokes@yahoo.com">jeffersonspokes@yahoo.com</a>	<b>Year-round:</b> Mon - Fri	DHHR and WIA referrals only.

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Mineral	<b>Mineral County Adult Learning Center</b> Mineral County Technical Center 600 Harley O. Staggers Sr. Dr. Keyser WV 26726	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)</b></li> <li>• Basic skills</li> <li>• Computer literacy</li> <li>• <b>GED*</b></li> <li>• Job readiness skills</li> <li>• Learning Needs Screen</li> <li>• <b>OPT/GED Registration*</b></li> <li>• SPOKES</li> </ul>	Beverly Baccala <b>267-3595, x122</b> (Fax: 267-3599)	Robin Haupt <b>788-4240</b> (Fax: 788-4243)	<b>Year-round:</b> Mon - Fri	8:30 a.m. – 3:00 p.m.
Morgan	<b>Morgan Co. Board of Education Annex</b> 247 Harrison Avenue Berkeley Springs WV 25411	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)</b></li> <li>• Basic skills</li> <li>• <b>GED</b></li> </ul>	Laura Hovermale <b>258-2430, x.19</b> (Fax: 258-9146)	Adriene Derby Kim Lane	<b>Sep. – Jun.:</b> Tuesday Thursday	6:00 p.m. – 7:30 p.m. 6:00 p.m. – 7:30 p.m.
Morgan	<b>SPOKES - Morgan</b> c/o MAC Ice House 138 Independence St. Berkeley Springs, WV 25411	<ul style="list-style-type: none"> <li>• Job readiness skills</li> <li>• Computer literacy</li> <li>• Key Train® modules</li> <li>• WorkKeys® test</li> </ul>	Beverly Baccala <b>267-3595, x122</b> (Fax: 267-3599)	Varies.  Contact Berkeley <b>SPOKES</b> <b>267-3387</b>	<b>October &amp; May only:</b> Mon - Fri	DHHR and WIA referrals only.
Pendleton	<b>Eastern Community College Access Center</b> Pendleton County H.S. P. O. Box 40 Franklin WV 26807	<ul style="list-style-type: none"> <li>• <b>Assessment (TABE)*</b></li> <li>• Basic skills</li> <li>• Computer literacy**</li> <li>• <b>GED</b></li> <li>• Learning Needs Screening</li> </ul>	Ward Malcolm <b>434-8000</b>	Frank Skavenski <b>434-8000 (Tue/Th)</b> <b>567-2213</b>	Wednesday	5:30 p.m. – 8:30 p.m.

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<p>RESA 8: All counties</p>	<p><b>WV Workplace Education Program</b></p> <ul style="list-style-type: none"> <li>• Customized training.</li> <li>• Some fees may apply.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Assessments</b></li> <li>• Basic skills, GED</li> <li>• Computer literacy</li> <li>• <b>ESL</b></li> <li>• Pre-hire skill classes</li> <li>• Workplace essentials</li> </ul>	<p>Beverly Baccala <b>267-3595, x122</b> (Fax: 267-3599) <a href="mailto:bbaccala@access.k12.wv.us">bbaccala@access.k12.wv.us</a></p>	<p><i>Varies</i></p>	<p>Customized schedule.</p>	<p>Classes may be held at the workplace or other appropriate sites.</p>
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If you have any questions about the RESA 8 Adult Basic Education (ABE) programs or schedule, please contact: Beverly A. Baccala, Adult Education Coordinator, Regional Education Service Agency 8 (RESA 8), 109 South College Street, Martinsburg, WV 25401, Telephone: 304-267-3595, extension 122; Fax: 304-267-3599, Email: [bbaccala@access.k12.wv.us](mailto:bbaccala@access.k12.wv.us) ABE web: <http://wvde.state.wv.us/abe> or RESA 8 web: [www.resa8.org](http://www.resa8.org)