



COMMONWEALTH of VIRGINIA
Department of Education

June 3, 2016

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Individual Student Alternative Education Plan (ISAEP) Program Conference, August 9, 2016

The Office of Adult Education and Literacy (OAEL) will sponsor the Individual Student Alternative Education Plan (ISAEP) Program Conference on August 9, 2016, at the Richmond Marriott Short Pump, 4240 Dominion Boulevard, Glen Allen, Virginia, 23060.

The theme of this year's conference is "*Engage. Empower. Connect.*" The conference will focus on resources and strategies that ISAEP practitioners can use to enhance and support their students' career planning activities and connections to postsecondary education and work force training opportunities.

It is recommended that ISAEP practitioners attend the conference. Online pre-registration is required and must be completed by June 27, 2016. The registration form may be accessed [here](#).

There is no registration fee. Lunch and break time refreshments will be provided at the conference. Lodging is the responsibility of the participants. A limited number of rooms are available at the state rate at the Richmond Marriott Short Pump. You may reserve a room at this rate by visiting the hotel registration [Web page](#).

This promises to be an engaging and informative conference designed to assist participants in their ongoing ISAEP program enhancement efforts. If you have questions related to the conference, please contact Beverly Godwin, specialist for adult secondary programs and ISAEP, via e-mail at beverly.godwin@doe.virginia.gov or by telephone at (804) 786-7644.

SRS/SMC/BRG/brg