

OAE



NEWSLETTER

Owatonna
ADULT EDUCATION

INSPIRING EXCELLENCE. EVERY LEARNER, EVERY DAY

SEPTEMBER 2025



WORKPLACE SKILLS & STATEWIDE LEARNING

By OAE Staff

Expanding Opportunities for Every Employee

Strong communication & essential skills are the foundation of a thriving workforce. Our Workplace Literacy Program partners directly with employers to provide training that helps employees grow in confidence, ability, and opportunity.

Together with businesses, we set clear goals for employees—whether that's improving English language acquisition, strengthening leadership skills, or building essential workplace competencies that today's industries demand. By tailoring instruction to the needs of each workplace, employees gain practical tools they can apply immediately on the job, from enhanced communication & teamwork to problem-solving & decision-making.

Connect with us today to explore how a Workplace Literacy partnership can bring English, leadership, & essential skills training directly to your workplace.

STATEWIDE ONLINE CLASS OPTIONS

Commercial Driver's License

Sept 30-Dec 16
Tuesdays 6-8pm

Microsoft Office Specialist

Required 3 hr Onboarding
On Demand Modules

Paraprofessional Training

Online & Independent Study
Options
Tues/Thurs 9-11am

ParaEducator Test Prep

Independent Study
Join Sept 2025 - May 2026

Personal Care Assistant

Mar 30 - May 14
Tues/Thurs 6-8pm

Administrative Office Professional

Sept 17 - Nov 26
Mon-Thurs 3:30-6pm