

PPI Task Force
Meeting Minutes - September 30, 2011

PPI Task Force Minutes

Meeting Title:	Performance and Program Improvement (PPI) Task Force
Date and Time:	9/30/2011
Location:	Lexington Hotel – Lansing MI
Chairperson:	Bob Steeh
Meeting Purpose:	PPI Task Force Business
Participants:	Tammy Muczynski, Bob Steeh, Gregg Dionne, Rich Klemm, Doug Wood, Sister Janice Brown, Gayle Thompson, Elaine Crawford, Kristine Davidson, Bonnie Truhn, Christine VanHeel, Kandekye Kagyenzi, Isabel Blake-Evans

	Item	
1	Welcome; “Balance” Ice Breaker and Introductions	
2	Housekeeping: Review membership list and make corrections Turn in mileage/expense forms	
3	Review 4/29 meeting minutes: Discussed status of regionalization. Relationships have been built and a better understanding of resources available has been obtained. The reorganization at the state level is still being evaluated. From the morning presentation, we need to focus on jobs and employers, as well as post-secondary.. Next steps may be to use the toolkits as a region to bring more partners into the groups.	
4	Initiatives: Brainstormed some possible initiatives: 1) Review performance measures and how to help districts reach them. 2) What do we need to share with the State to help with decision making? 3) TEMA listserv questions are needed from the PPI group for one month – two of the questions raised were: A. should the GED passing level be higher to ensure prepared for transitions? B. What examples of alternative methods of assessment do you use or are aware of in adult education? 4) “Transitions” brainstorming review from last year (will revisit when we have the checklist)	

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5	<p>Issues to Prioritize: Reviewed list from agenda and discussed the following in more detail:</p> <ol style="list-style-type: none"> 1) WAY – project based assignments to obtain high school credits virtually (Rich Klemm uses) 2) Career Pathways initiatives – how to help move forward 3) What “do” assessments look like and what “should” they look like (are there alternate assessments that can be used instead of strictly paper/pencil to match up with contextualized learning models) 4) Address difference in performance measures for literacy groups vs adult ed groups 5) Understand transitions and how to assess preparedness for postsecondary/career training 6) Spring Conference – should we develop workshops that invite employers/colleges to come and engage in the discussion of transitions (bridges). <i>WCC will share the transitional component they just added to their program at our next meeting</i> 7) What do you have to have in place to show your program is preparing students successfully for transitions 	
6	<p>Ad-Hoc Committee with Data next steps: Bob will talk with Data committee to figure out times to meet and whether it is the entire group or a smaller committee group</p>	
7	<p>Adjournment - Next Meeting: Friday November 18, 2011 at the Lexington Hotel, Lansing</p>	