

**Curriculum Practitioner's Task Force  
Meeting Minutes  
February 26, 2010**

**Present:** Kelly de Souza, Mary Hoag, Jaffria Leach-Orr, Susan Ledy, Christy Luckey-Nelson, Pete Palasinski, Jo Pamment, Nancy Rotarius, Jane Rudisill, Bill sherb, Linda Spoelman, MaryAnne Thorndycraft, Carole Wells **All members present.**

Our meeting was called to order by Chair Christy Luckey-Nelson at 8:45 a.m.

**Housekeeping Items:**

A motion was made by Carole Wells/Jo Pamment to approve the minutes of the 12-11-2009 meeting as presented. Motion carried.

Handout: The next meeting will be April 23rd in Lansing. A sign up sheet was distributed.

Travel mileage sheets along with MapQuest were collected.

**Review of Topics for 2009-10 Meetings:**

**ESL Content Standards** was referred to the ESL Advisory Group to add employment examples to the standards.

Christy will share a website she found that does that along the side as an example.

The ESL advisory group has a meeting the following Friday, it is a work date. Jo will see if they can have done by our next Curriculum meeting is April. After the task force approval, it can be submitted to Dianne for State approval and hopefully be able to be rolled out for the August workshop.

**MCC-Adult Education Policy Statement:** Pete pulled the wording from the Q/A regarding adult education and MCC requirements. It is recommended that we include that paragraph along with the chart of MMC requirements to the Adult Education guide. We would also recommend including the link to personal curriculum from the MDE MMC website (high school requirements).

**ALP Revision:** Jaffria reported on the changes and recommendations discussed at the ad hoc meeting 2-25. Sandy Thelan along with members of the task forces discussed needed areas to align with new goal setting and assessment requirements.

Some of the areas discussed were: children/living with, grade completed, e-mail address, to include employment location, alternative contact, picture i.d., social security number or passport, ethnicity, special populations such as literacy

council or distance learning, adding information regarding count date/which ones counted, terminal goal, incremental progress--achievements, other desired achievements

Page 3, CASAS grade level?, columns switched, post test waivers, the title of the person deleted, signature important. Page 4 MMC classes on list. Should have a box to check for does or doesn't qualify for MMC on the front page -- Program enrollment. Page 5 Unintended goals, required follow up, attendance hours attached??? why??? Exit status, barriers to success.

ALP revision will not be a task for the curriculum task force, We reviewed changes and made suggestions. Sandy has worked on the changes, it will be reviewed by the Accountability Task force and then on to Dianne for approval.

**ListServe for Transition Topics:** Christy created a statement paper and disseminated to all the other Task Forces asking for their input whether it is a good idea and if they are willing to participate the following year. After discussion, Linda suggested the name of the ListServe as **Transforming Education for Michigan Adults (TEMA)**.

Christy will request Deb Hargrove to be at our April meeting so we can discuss and set up the ListServe through MAEPD.

We would like to have flyers for the conference packets with the launch date.

This ListServe would be for adult education as well as Community Colleges and MI Works partners.

**August Workshops:** We have two sessions to present. We will be partnering with Literacy Task Force. It will be two days, 2 --1/2 day workshops. We will discuss at our next meeting.

**State Conference Discussion:** There is a need for conference workshops for teachers, hands on activities for ESL. Suggestions were Steve Kabloski from Jaffria, Rachel Schrottenboer from Linda and Kelly de Souza also had a teacher recommendation.

**April Task Force Goals:**

Work on August workshops

ListServe TEMA

Plan for next year

**Discussions:** Transformation Task force discussion, ESL Spring workshop April 23rd with Dr Thomas Sticht. Our State content standards are on-line, Nancy will send us the link.

**We adjourned to lunch at noon.** After lunch there will be a presentation on TABE arranged by the Accountability Task Force.