

Curriculum Practioner's Task Force
December 11, 2009
Meeting Minutes

Present: Mary Hoag, Jaffria Leach-Orr, Christy Luckey-Nelson, Pete Palasinski, Jo Pamment, Nancy Rotarius, Jane Rudisill, Bill Sherb, MaryAnne Thorndycraft, Carole Wells

The meeting was called to order at 8:40 a.m.

Housekeeping Items:

Carole Wells made a motion to accept the meeting minutes of 10-16-09 as written. Jo Pamment seconded. Motion carried.

Corrections to the Task Force Contact Information were made. MaryAnne will request information from Kelly de Souza and Linda Spoelman to complete theirs.

Next meeting sign-up sheet was distributed. Feb. 26th meeting is very important. The Final draft of the Transformation Task Force should be shared.

The Travel mileage sheets with MapQuest attached were collected by Christy.

Discussion of Topics for 2009-2010 Meetings:

The survey results were distributed along with comments made on the survey.

Items that we must work on are: ALP, Michigan Merit Curriculum and ESL Content Standards

Changes to the ALP that need to be incorporated are the assessment policy, goal setting policy, transformation process, work place/post secondary goals. If anyone has a locally created ALP bring to share at the next meeting. Accountability Task Force will review after. A meeting will be held at 4 p.m. February 25th. Members from both task forces will meet to discuss the ALP needed changes.

For the MMC, we need to create a paper, similar to the technical paper for the content standards, including how adult education will relate. It is anticipated that it will be included in the Adult Education Guidebook.

ESL Content Standards: As a living document, this year the standards need to be reviewed. Align with CASAS standards. It was thought that NHRD had created that crosswalk already. Nancy will check on that.

Discussion on contextualizing content standards; tie to work, life and family. Re-frame points to specific contextualized learning.

Discussion on other topics: Included entrepreneurship, workplace literacy, computer software and differentiated curriculum. Look at new curriculum materials aligned with content standards.

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Make recommendations of materials. Differentiated learning: adapting materials/instruction in the same classroom. Key Train review, important because it uses MI Works language. NCRC and MME, Work Keys. It is important for us to align education to employment.

State Conference Discussion with Patty Higgins:

State Conference agenda reviewed—Monday night GED reception, Tues. GED Examiners meeting, Wed. a.m. demonstration grants mandated meeting. Wed. aft. demonstration grants sharing. Thurs. demonstration grant share what was created and in the afternoon capping regions meet together. Friday Dianne State meeting, sessions on Goal setting policy and Assessment policy.

Looking for best that is happening in your area. State wants to train MI adult educators to be experts in research best practices.

Identify teachers: learn latest, greatest and to stay current. Working on incentives to do so.

There will be no call to presenters this year.

Teacher and support staff strands are the greatest needs. Identify what is needed and go after who can do it. Look at basic needs, learner specific, what do they need?

The State needs to look into web/podcasts. Conference session information will be put on the State webpage that day. Each presenter will be asked to bring their presentation on a jump drive so it can be downloaded right after the presentation.

To summarize: 2 things we need to do is: 1. look around at programs/instructors. Send Patty information along with contact information. Possible needs are GED math and writing, basic reading, new ways to do it, aligning education to employment, aligning curriculum, corrections. 2. The Task forces are needed to be able/ready to help facilitate at the conference.

Christy has a suggestion for a person who is excellent in building study skills/test taking strategies. She will get Patty her information.

Mary Hoag would be available to do the workshop corrections did last year at the conference and to revise it.

Who do you think wants to be our experts in the field? Need “new” blood, passionate about what they are doing.

Discussion on Topics Continues:

After further discussion on topics, it was decided that we would have a fourth topic to work on for this year:

Jane made a motion that our fourth topic would be to establish a venue for sharing information in the field on topics to be determined by the Task Forces. Motion seconded by Pete. Motion carried.

The four topics for the Curriculum Task Force to pursue this year are:

1. Updating the ALP
2. MMC Policy statement to include adult education

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3. ESL Content Standards review and to incorporate contextualization
4. Establish a venue for sharing and disseminating information in the field

A motion was made by Jane/Pete to have the State ESL Advisory Committee look at revising the ESL Content Standards and contextualizing. The results of the Advisory committee will come back to the Curriculum Task Force for approval. Motion carried.

The members of MMC/Venue committee are: MaryAnne, Jane, Nancy and Pete

The members of the ALP revision are: Jaffiria, Carole, Bill and Mary

Jo will work with the ESL Content Standards revision

The charge of each committee for today is to determine: 1. Timeline 2. Needs of the committee

Reassembled as large group to report out:

ALP: Task for the committee is to create a draft , to include Goal setting policy, Assessment policy, barriers, transformation group recommendations, MAERS requirements.

This group will meet Feb. 25th with members of the Accountability Task Force. Invitation to the other task forces to send a member or two to the meeting was done at lunch.

By April 23rd: ALP draft and technical paper will be completed.

Needs: Meeting room for Feb. 25th at 4 p.m. at the Lexington. A dinner ordered for participants.

MMC/Venues: Pete will cut and paste Q & A regarding adult education and MMC from the Depart.of Ed website and also include MMC diploma requirements.

Timeline: Feb. 26th draft

Venues: Look into blogs on the NHRD website. Use of the State listserv to announce specific blogs or other social networking sites for the field to discuss current topics decided by the Task forces, first need to be approved by Dianne and then we will contact NHRD for possibilities.

Christy will discuss with Dianne.

Timeline: Feb. 26th work on next steps

Needs: Christy will talk with Dianne

Have a wonderful holiday!!

Motion made by Carole and Mary to adjourn the meeting at 2:15 p.m. Motion carried.