

| GED PRACTITIONERS TASKFORCE | |
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| AGENDA & MINUTES | DATE 11/18/11 |
| Lexington Hotel Lansing Mi. | |
| CO-FACILITATORS | Jeff McNeal, 989-631-5202, jeff.mcneal@etc-1.com Gloria Henry, ghenry@phasd.us |
| NOTES | Oggie Lamar |
| ATTENDEES | See sign-in |
| WELCOME AND INTRODUCTIONS | |
| AGENDA AND TOPICS | |
| CONSENT AGENDA | |
| ITEMS: | Changes and Approval of the Agenda, Approval of the last meeting minutes, |
| DISCUSSION | None-- |
| MOTION | All in favor--approved |
| TOPIC 1- State Directional | |
| POWERFUL QUESTION | What can we do to help the State with GED Examinations |
| DIRECTIONAL | <p>State staff handbook—State attendance policy—conference breakouts—1hr presentation w/Q&A (75min) The State is looking for two breakout sessions from each task force. Particularly GED prep. The State is looking for "teacher spotlights" at the conference. The State is looking for 10 "outstanding" teachers to spotlight at the State Conference. They will be mentioned during the conference, they will be asked to give a 60-75 minute breakout session during the conference. If staff needed more time they would be able to do a double session, if needed January 13th will be the deadline for teachers submitting spotlight proposals.</p> <p>Waiver update: school districts are dropping students and signing waivers. These waivers are kept locally and not sent to the state, should they be. Waivers will continue to be Regional issues.</p> |
| STATUS; | |
| ACTION ITEMS | FOLLOW UP PERSON |
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| Topic 2- Issues around the State (just GED related) | 30 MINUTES |
| STATUS | none |
| POWERFUL QUESTION | What events have happened around the State that need to be addressed. |
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| DISCUSSION | <p>Reminder to turn in materials - it is taking two weeks for materials to return. There is some problem with the "orange" test (math) with a blank page that allows students to see answers. It has said to be okay to add a blank sheet over the test questions. (IG MATH PART ONE) is the test that is missing)</p> <p>Remember to be aware of "End of the Year" fraudulent activity at the end of the year.</p> <p>Several members of the task force have seen a drop in the number of test takers this year. Numbers are up in Battle Creek that are "walk-in" traffic is up. Fruitport-students are completing the test quicker/without taking the class. Students in Detroit using Nova net have shown a huge success in the GED.</p> <p>The question was asked, Do we as a task force have a responsibility to market the new test? Its difficulty?</p> <p>Numbers over the State—Detroit up—Hazel Park down-White lake down—Battle Creek walk-in up a little and verification up. Fruitport numbers up with older students and fast tracking through program/older—GED trans possible vent tool / verification for temp agencies / (effect on marketing)---Waivers still a regional issue with some.---</p> | |
| ACTION ITEMS | FOLLOW UP PERSON | |
| GED and WorkKeys—HR parameters-- The group reviewed the Attendance Policy, with notes, and turned it into Cliff | | |
| Topic 3- STATE OF MI GED BEST PRACTICES HANDBOOK | | |
| STATUS 9/30/11 | Katie will send Jeff the "template" from the GED BOOTCAMP document as a working paper to complete the SOP. We must add additional items to it, like Oklahoma information. (use PowerPoint as jump off point for best practices) | |
| UPDATE | | |
| POWERFULL QUESTION | What should our major headings be in our Best Practices GED (standard operating procedures, SOP) | |
| DISCUSSION | Jeff shared a few PowerPoint's (and we were asked to take notes on the PowerPoint's). They were included in Jeff earlier email | |
| SUPPORT TEAM | All task force members | |
| ACTION ITEMS | | |
| <ul style="list-style-type: none"> • Jeff will send out different PowerPoint's to us, • We will then choose our top 6 that we would like to review (send them back to Jeff) • He will then send us out the top selections from the group, • He will then assign each one us for a couple for review and assign us to a group. <p>Please return to Jeff and Gloria by Dec. 8th.</p> | | |

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| Topic 4- Marketing Plan for the State | | |
| STATUS | none | |
| UPDATE | none | |
| POWERFUL QUESTION | What do we include in a MI Handbook that is not included in the National GED Policy Guide? | |
| DISCUSSION | <p>(Reverse engineering) 2014—Scores will not carry forward.---Print campaign—Approaches—two groups new examinees and non-completers--<past—You only have “x” to complete. Connection to a social media-Create a Facebook site for GED MI—Billboards State website needs a bigger presents for the transition—clock or some type of small recognition /sticker/pin.</p> <p>February 2012-Print media, Draft notification-letter-flyer for release to affected agencies-(Eric/Todd)[Dec 8th deadline]</p> | |
| GED SUPPORT TEAM | | |
| ACTION ITEMS | | FOLLOW UP PERSON |
| Topic 5- State of Michigan Conference | | |
| STATUS 9/30/11 | Topics and speakers; Debbie Foucette - State Director of Louisiana (keynote speaker) for the State Conference (April 24th) located at the Grand Traverse Resort. | |
| UPDATE | Drafted schedule,--presentation by department—short sessions—accommodations—little bottle neck at present—GED resources—GED task force—Bonnie transition and history for CBT—Best practices for field—stump the panel. Drafted schedule out by December 8 th | |
| POWERFUL QUESTION | What is the design and implementation plan for the GED training at the state conference | |
| DISCUSSION | In sub-team—Draft of GED training will be ready for Dec 8 th . Confirmation of speakers after –See later notes of sub-team | |
| SUPPORT TEAM | | |
| ACTION ITEMS | | FOLLOW UP PERSON |
| Topic 6- GED Curriculum | | |
| Topic 7 CBT Where and How—sign off on last year. | | |

OTHER NOTES: Please bring to our next meeting a copy of your agencies registration/testing enrollment form or email it to Judi at Judi.dent@detroitk12.org