

Michigan Adult Education Practitioners Task Forces

Accountability Task Force

Meeting Minutes

12.12.2008

1. **Call to order:** Doug calls the meeting to order at 8:30 A.M.
2. **Roll call:** Dawn Sanchez (East Detroit Public Schools), Rich Klemm (Niles Schools), Gregg Dionne (Hazel Park Schools), Sandy Thelen (DLEG), Cliff Akujobi (DLEG), Julie DeRose (Department of Corrections), Bob Steeh (Novi Schools), Henry McCurry (Walled Lake Schools), Megan Byard (White Lake Area Schools), Marilyn Reichardt (Fruitport Community Schools), Coni Banks (MDOC), Doug wood (Orchard View Community education), Mary Murphy (Mt. Pleasant Public Schools), Gloria Henry (Grant EducationCenter), Jeff McNeal (ETC)
3. **Approval of minutes from last meeting:** Minutes reviewed and approved. Motioned by Marilyn and seconded by Megan
4. **Open issues**
 - a. Agenda accepted
 - b. Spring conference Sessions reviewed. Deadline for Session submissions is February 1, 2009. Gregg and Doug to follow up to submit sessions by deadline.
 - i. GED Math Teacher Training (Intensive Session)
 1. Bob and Marilyn to facilitate and follow as needed with DELEG
 - ii. Assessment Policy Update:
 1. Bob and Cliff to facilitate and determine this session for Spring Conference
 - iii. GED Preparation for Program Administrators
 1. ATF to invite Sue and Bonnie
 2. Jeff also volunteered to present
 - iv. Difficult Case Scenarios
 1. Bob, rich, and Gloria to facilitate and follow up
 - v. Networking: Building Bridges

Michigan Adult Education Practitioners Task Forces

Accountability Task Force

Meeting Minutes

12.12.2008

1. Recommended as round table discussion with facilitator
- c. Assessment Refresher: Proper use of TABE, CASAS, and Work Keys for program improvement
 - i. Recommended speakers
 1. Dawn Sanchez (TABE), Kathleen Sullivan (CASAS), (Work Keys to be determined)
5. **New business:**
 - a. Updates from Cliff
 - i. Possibility of Amending State Adult Education Plan to allow for the Family and Literacy Grant to be reopened. Details to follow.
 - ii. Cliff shares information with group regarding participants EFL levels upon entering programs. The issue is that the participants are entering programs that offer only GED or HSC, however, EFL scores are ABE level.
 - b. Spring conference Sessions reviewed with Patty
 - c. The Task Force broke into subcommittees for small group work.
6. **Next steps:** Group reconvenes to discuss subcommittee work. Subcommittee work reported out.
 - a. Transitions: Position statement draft reviewed and discussed with entire ATF and Patty. Subcommittee will continue to follow up next steps for the statement and letter to accompany. Subcommittee to follow up. (see notes for details)
 - i. ATF agrees to adopt position statement. Moved by Coni and seconded by Megan.
 - b. Curriculum: MMC continues to be a priority. (see notes for details). Subcommittee to follow up
 - c. Assessment Policy: Subcommittee to follow up (see notes for details)
7. Meeting adjourned by Doug at 2:45 P.M.