

Michigan Adult Education Practitioners Task Forces
Accountability Task Force
February 29, 2008 Lansing, MI

- I. **Call to Order: Rich Klemm called the meeting to order at 9:10**

- II. **Roll Call:**
 - a. Cliff Akujobi (DLEG), Connie Banks (MDOC), Megan Byard (WLACE), Julie DeRose (MDOC), Gregg Dionne (Hazel Park), Jerry Emde (Godwin Schools), Rich Klemm (Niles), Henry McCurry (Walled Lake), David Porter (Detroit), Bob Steeh (Novi), Sandy Thelen (DLEG) Ben Williams (GLEG), Doug Wood (Orchard View)

- III. **Approval of Minutes from last meeting**
 - a. The minutes were reviewed and approved. Motioned by Gregg & seconded by Jerry.

- IV. **Open Issues**
 - a. Announcements
 - i. Accountability has been asked to do a **workshop** presenting the comprehensive overview of Section 107. The tentative dates are **August 12 & 13**. Mt. Pleasant or Lansing are the probable locations. Rich and Gregg will work with Sandy to put together the agenda.
 - ii. **Literacy Task Force** is seeking members. If you have any names of people who may be interested please share them with Christine VanHeel or Dianne Duthie.
 - iii. **Ben Williams** shared a document from **GED Testing Services** regarding the testing of students age 16 & 17. The document provides some guidelines for states to help them develop policy. Ben asked for reactions to the document

 - b. GED Policy Update - Results of small group work. – The small groups shared their work and changes will be noted and made by Gregg.
 - i. Much discussion was around the testing of high-school age students and home school students and the need for a waiver signed by the superintendent.
 1. Ben will draft language outlining policy for home-schooled students and bring it back to this task force.
 2. Why do we need a waiver?
 - a. It is GEDTS policy.
 - b. There are financial considerations.
 - c. Programs do not want to be seen as recruiting young students from high school.
 - d. Protection from future action against school districts.

 - c. Conference Workshops
 - i. Assessment Training for New Directors (Bonnie & Susan) – How do you use assessments and data to improve your program.
 1. A panel will be included of Jp Pamment, Christy Lucky-Nelson, Julie DeRose
 - ii. Answering the Tough Questions: Case Studies in Adult Education – (Bob & Jerry) – The presenters would be willing to receive scenarios that are

Michigan Adult Education Practitioners Task Forces
Accountability Task Force
February 29, 2008 Lansing, MI

worthy of discussion. Cases that impact policy, student safety or other issues. ***Rich will email membership for possible scenarios.***

- iii. Intro to GED Prep and Programming for New Administrators (Jerry Emde, Bonnie & Susan) – Focused on how to establish and run a GED center.
 - iv. The task force will sponsor a MEGS computer lab. Megan will submit a Call for Proposal form to Patty Higgins and make arrangements to monitor lab.
 - v. Federal Desk Audit (Cliff) – a workshop helping administrators understand the audit process. (THIS WILL NOT BE OFFERED)
- d. Update of Cliff's Notes
- i. Review of memo from Sue Muzillo – Federal Reporting Requirements
 - 1. 107 Programs need to code the time and effort if serving students with alternative and community education funds to ensure that 107 funds are not being used to support alternative education.
 - 2. Programs receiving Federal funds have always required time and effort reporting
 - a. If you are receiving Federal Funds and state aid you need to report on a weekly/biweekly basis the time spent in each area.
 - 3. The business office of your district should be aware of these requirements. Check with them if you have questions.
 - ii. The changes have been made to documentation that will be forwarded to Deb Hargrove for updating the web site.
 - iii. **Unless there are any other questions this task is considered done.**
- e. Special Education services for adult learners – Direction?
- i. Given our past discussion where do we want to go?
 - 1. This can be a district-by-district issue and may not be able to be addressed by the task force.
 - 2. The issue: the services that adults still need are not following the students to adult education.
 - 3. Some districts are referring SE adults to adult education and having them sign a waiver of their rights.
 - 4. What responsibility do we have to students who come to us and they are former special education students.
 - 5. The task force will continue to discuss this issue.
 - 6. The group agreed to invite attorney George Butler to a future meeting.
 - 7. ***Send questions to Rich regarding special education issues for a future meeting with George Butler.***

V. New Business

- a. MDOC Overview – Julie DeRose
Julie distributed a brochure regarding the academic and vocational opportunities offered at the correction centers. She also gave us information regarding the Youth Offender Program and the types of vocational-focused programs. Julie shared a the MDOC Education Action Plan.

Michigan Adult Education Practitioners Task Forces
Accountability Task Force
February 29, 2008 Lansing, MI

- There are 45 corrections programs that all offer some level of academic program.
 - Prisoners are required to have at least a GED before they are eligible for parole. Some exceptions can be documented.
 - The program is considered successful. Students are excited when they complete their GED or vocational certification.
 - The Michigan Prisoner Reentry Program has identified a number of other factors that influence recidivism.
 - Education is a key factor but other barriers need to be addressed.
 - Some of the programs focus on service learning opportunities.
 - The corrections programs use a modified ALP adapted to their needs.
- b. Vocational Skills & Training Language
- i. The language in Section 107 (9) establishes eligibility for students in adult education.
 1. Student must be enrolled in adult high school completion and attending at least one academic credit class.
 2. Courses must be enrolled in vocational courses accepted by the district as elective credit toward a high school diploma.
 3. The language is being reviewed for the auditing manual and will be presented in the spring.
 4. The task force will possibly write policy for the administrative guidebook.
 5. The group recommends that the last paragraph be removed from the accounting manual document.

VI. Next Steps

- a. Send scenarios to Rich for the workshop session.
- b. Invite Attorney Butler to a future meeting for special education discussion.
 - i. Send questions to Rich for future consideration.

Meeting adjourned at 2:38 PM.