

Accountability Task Force

Meeting Minutes

10.5.2007

Grand Rapids, MI 8:30 A.M.

- I. **Call to order:** Rich Klemm calls the meeting to Order at 8:50 A.M.
- II. **Roll call:** Bob Steeh (Novi Schools), Jerry Emde (Godwin Schools), Rich Klemm (Niles Schools), Gregg Dionne (Hazel Park Schools), David Porter (Detroit Schools), Megan Byard (WLACE), Henry McCurry (Walled Lake Schools), Sandy Thelen (DLEG), Cliff Akujobi (DLEG), Julie DeRose (Department of Corrections)
- III. **Approval of minutes from last meeting:** Minutes reviewed and Gregg motions to approve minutes from last meeting and is seconded by David Porter. Minutes approved without amendment.
- IV. **Open issues**
 - a) Rich adds discussion regarding a subcommittee for the TABE and GED crosswalk program to agenda.
 - b) Group rules reviewed and amended.
 - c) Communication graphs from last year revisited and discussed to determine follow up and next steps. It is decided by the group to continue use of graph for projects. The group will also plan to post the graph on the MAEPD web site.
 - d) Cliff's Notes: current posting of the program is reviewed and the group determines that the questions on the review checklist need to be arranged to match the questions on the Q&A portion of the site. Megan Byard will follow up on this and present at the next meeting. Rich will follow with recommendation to have a link for Cliff's Notes on the Adult Education web site.
- V. **New business**
 - a) State plan: Rich reports that the Task Forces will be working on the standards.
 - b) Group prioritizes new business as breakout sessions for conference, GED policy, and Adult Special Education.
 - c) Conference Sessions:
 1. Cliff will look into an institute on desk audits from the federal government.
 - a. Jerry Emde to follow up on the content and availability of the session
 - b. Rich Klemm will follow up with Diane Duthie to determine whether or not to consider offering the session.
 2. TABE/Assessment Training: Results of the assessment survey performed by the TF will be revisited to drive the discussion/content of

the session. This session will be proposed as a two part session (see below)

- a. Part 1: TABE training focused on new directors that informational and possibly given by Bonnie and Susan
 - b. Part 2: A panel discussion led by experts on all 3 of the approved assessments. The group has considered inviting the vendors of the assessments to the panel discussion.
 - i. TABE: Julie DeRose to follow up
 - ii. CASAS: Ask Jo Pamment
 - iii. Work Keys: Ask Christy Nelson
3. GED Preparation: the group is considering offering this session again including the information below.
- a. Information from a federal viewpoint presented through MAEPD
 - b. A panel of people implementing the test possible individuals are Jerry Emde, Department of Corrections, and a representative from Hazel Park.
4. Section 107 Comprehensive Overview: This session may be offered at the conference as well as being provided as an August training. Rich Gregg, and Sandy will present this again.
5. Another offering discussed was to have computers available for MEGS use and questions on a drop-in basis. Megan has agreed to monitor the lab, and others are possibly a Department of Corrections representative, and Mike O'Conner from Sparta.
- d) Special education services to adult students: Issues relating to special education for adult students were discussed by the group an outline of the issues is below.
1. Problem identified as services not following those that may need them.
 2. Issues are outlined below.
 - a. Who provides the services to student? (The district that enrolls the student or the home district?) *Department of corrections implications.
 - b. Pupil v. participant funding for the students and the following of funds
 - c. Acceptance of out of district students and count dates
 - d. GED prep for the students. (Students within the same district and implications for consortium)
 - e. Students refusing services and changing their mind
 - f. The need for verifications
- e) GED Policy: The group reviews previous recommendations and new documentation relating to the changes. It is recommended that the TF review and make recommendations to DLEG regarding GED policy. The

plan is to make new GED information available to practitioners (chief examiners, directors, etc.)

- The TF would like to recommend changes in the GED policy wording.
- The TF would like to evaluate and draft a revision of the March 19, 2007 from Ben Williams.
- The TF will review provided GED documents and review possible changes at next mtg.

VI. Next Steps

1. TF to review/evaluate GED documents disseminated at meeting and assess possible policy changes at next meeting
2. TF will follow up on conference sessions and presenters to solidify sessions
3. Rich will continue to follow up on state plan and the role of the TF
4. Gregg will update communication graphs for new and open business
5. Megan Byard to follow up with Cliff's Notes question arrangement
6. Rich will follow up on asking an expert to join our next meeting regarding the special education issues

VII. Agenda Items for Next Meeting

1. GED policy
2. Conference sessions
3. Special education issues
4. Our role in the state plan
5. Cliff's Notes
6. Julie DeRose will be sharing some information on the Department of Corrections
7. Other developing issues as needed

VIII. Adjournment: Meeting adjourned by rich Klemm at 2:30 P.m.