

Curriculum Task Force Meeting Minutes for 10-3-08

In attendance: Tim Barsch, Kelly Desouza, Gloria Henry, Irene Sinclair, Susan Ledy, Christy Luckey-Nelson, Jo Pamment, Nancy Rotarius, Jane Rudisill, Bill Sherb, MaryAnne Thorndycraft, Carole Wells

- I. 9:00 a.m. Call to order and welcome new members.

- II. Housekeeping Items:
 - New Co-Facilitator-MaryAnne Thorndycraft
 - The minutes of the 4/18/08 meeting were approved by Carole Wells and Jo Pamment. Motion carried.
 - Corrections of Task Force List—turn in any contact information that is listed incorrectly to Christy
 - 2008-09 Meeting Dates/Locations handout was distributed to everyone present
 - Next meeting memo-sign up: was distributed and returned to Christy.
 - Call hotel directly if you need to cancel/call Kathleen
 - Review of reserving rooms for Task Force Meetings: the special form was distributed and discussed
 - Collection of Travel Mileage sheets-Must use Mapquest
 - Review of Task Force meeting Format

- III. Ground Rules for meetings:
 - Review of rules-discussion

- IV. 2007-08 Deliverables from the Curriculum Task Force
 - ABE content standards notebook/CD
 - Technical assistance paper for ABE
 - ABE Content Standard Benchmarks Paper
 - Plan to Review the Content Standards as a Living Document
 - Crosswalk between the GED Content Standards and the TABE 9/10 Test
 - Technical assistance paper for ESL
 - Technical assistance paper for GED
 - 3 presentations at State conference
 - Revised the HS completion survey to include questions on distance learning
 - Created Moodle site to allow discussion from the State practitioners regarding the ABE/GED/ESL Content Standards
 - Marketing plan for State Adult Education proposed
 - GED August workshops

- V. Topics for 2008-09 Curriculum Task Force
 - 1.Create a schedule for Content Standards revisions **High Priority**

 - 2.Create crosswalks for:
 - a. ESL content Standards and CASAS test **Tabled**
due to possibility of other tests being approved by the State

Curriculum Task Force Meeting Minutes for 10-3-08

- b.ABE Content Standards and TABE 9/10 to request commission
Kathleen/Bonnie later in the year
- 3.Review/revise technical assistance papers for all content standards to insure consistency **High Priority**
- 4.Complete on-going review of Moodle board comments regarding content standards **High Priority**
Nancy will add to the next newsletter
5. Review Curriculum committee workshop evaluations from State conference and August trainings **Low Priority**
Get results from MAEPD at the 2nd meeting for discussion at our 3rd meeting of the year.
6. Dissemination of ABE content standards to regional areas **Take off table**
7. Develop an informational paper on the new High School Diploma requirements on Adult Education (MMC) **High Priority**
Create a joint committee with Accountability. Position paper posted in the newsletter
8. Re-release the HSC Survey and disseminate results to the field **High Priority**
Should take place a.s.a.p.
9. Revisit the Adult Learning plan **Tabled**
Wait until after the Advisory Council meets
- 10.State conference sessions/presentations **Low Ppriority**
2 sessions: one 2 ½ hour intensive session and 1 reg. session (75min)
- 11.Marketing sub-committee **High Priority**
- 12.Joint ABE/Literacy Content Standards **High Priority**
Re-visit
- VI. Small Work Group Sessions:
#1 and #3 combined: Jo Pament/Carole Wells

#4 Susan Ledy and MaryAnne Thorndycraft

#7 Gloria Henry, Bill Sherb, Jane Rudisill, Nancy Rotarius, Jaffria Leach-Orr, Carole Wells, MaryAnne Thorndycraft, Accountability members: Marilyn Reichert, Megan Bayers

Curriculum Task Force Meeting Minutes for 10-3-08

#9 A motion was made by Carole Wells/Jo Pamment regarding changes on the APL. The motion is an editing correction, make the 4th column on the third page on High School credits to read: "Total # of credits earned toward diploma" The motion carried.

#11 Nancy Rotarius, Gloria Henry and Tim Brasch will meet with a representative member of each of the other task force committees. The chair of the committee will be Kathleen Sullivan. They will report back to this committee.

#8 MaryAnne Thorndycraft will make changes to the survey as discussed, send to Christy and Nancy for Dianne's approval, with that, send to MAEPD to get out to the field.

#12 Bill Sherb, Carole Wells, Jo Pamment and Susan Ledy

VII. Small Group Reports to the total group:

#1 and #3: The ESL committee will distribute a questionnaire to participants at the ESL conference next week about who is using the ESL Content Standards and any comments. At the next task force meeting they will have a time line. The technical assistance papers for ESL and ABE are consistent. The GED technical assistance paper revisions will be sent to Christy one week prior to our next meeting to be finalized at our December meeting.

For #12, Carole will contact Chris VanHeel at MACAE conference on Wed. morning when their task force is meeting.

#7 There was a lot of discussion, a lot of unknowns about the MMC and the impacts to adult education. Nancy and Jane will work together to pull the laws and State aid language. We will meet as a sub-committee on Dec. 11th at 7:30 p.m. in Novi the night before the Task Force meeting.

A possibility of an intensive session may be TABE crosswalk and ABE Content standards. Another possibility of a conference session is the impact of MMC on adult education.

The meeting was adjourned at 3:00 p.m. A motion was made by Jo Pamment/Carole Wells. Motion carried.

Announcement: Christy announced that at her site, TBAISD/NW Michigan Works! on Tuesday, October 21nd, on your way to the MACAE Conference, stop to see their Career/Education/Training Fair from 2p.m. until 7:30 p.m.

Submitted by:

MaryAnne Thorndycraft