

Michigan Adult Education Practitioners Task Force  
**Curriculum Task Force**  
**January 30, 2009 H Hotel, Midland**  
**Meeting Minutes**

Present: Tim Barsch, Mary Hemmen, Christy Luckey-Nelson, Lee McKenzie, Jo Pamment, Nancy Rotarius, Jane Rudisill, Bill Sherb, MaryAnne Thorndycraft, Carole Wells, Ben Williams

Call to order: 8: 50 a.m.

A. Review the agenda: Christy added August workshops as discussion topic

B. Christy shared with the group the task force concept is the only one in the DE-LEG department and is slated to continue in the future.

C. Discussion on Assessment Policy:

1. There are exceptions to the 60 hour post test policy for passing the GED or completing a high school diploma. A waiver form is being created.

2. Concerns over 60 hour post test, the impact on program and State statistics. Workplace goals, unreasonable to stay 60 hours sometimes when remediating and then find employment.

3. Other concern: ESL CASAS after student achieves a score of 236, can not report gain. After a lengthy discussion, it was moved that our concerns as a Task Force, as recorded by Nancy be taken to the State. Motion made by Jo, seconded by Carol. Motion carried.

Housekeeping Items:

A. The Minutes of the 12/12/08 meeting were approved as presented. Motion made by Carole, seconded by Jo. Motion carried.

B. Next meeting will be held at the Amway Grand in Grand Rapids. All present members responded on the sheet distributed. Kathleen sends an e-mail to the members of each of the task forces that aren't present. Please make sure if you signed up but aren't able to make it, you cancel your reservations, if you don't, you are responsible for the payment of the room.

Large Group Discussion:

A. 2009 State Conference Presentations:

1. Partnerships by Christy and Nancy is the extended session

2. ESL – shoring up program weak areas, Jo will be responsible; she will ask members of the ESL advisory group to assist.

3. Contextualizing ABE Content Standards, Susan Ledy and her staff have agreed to do.

4. Closing the Gap between Adult Education and Secondary Education, Christy

5. HSC Survey results will be compiled and will be disseminated at the State conference—no session

6. Implications of Michigan Merit Curriculum for Adult Education Practitioners is deleted for the Spring conference, possible for August workshop.

B. Update on the HSC survey—it will not be re-submitted to the field

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C. Update on clarification of the Michigan Merit requirements in regard to adult education and its implications:

Nancy discussed with Dianne, she suggested she contact Patty Cantu.

There are representatives from Accountability and Curriculum that will meet to discuss the next steps. Bill and Carole made a motion that we recommend to Dianne that we be pro-active. The subcommittee is charged to meet and create a draft policy to be submitted to Dianne, clarifying MMC in adult education and to initiate a time frame. Motion carried.

D. The task force thanks Carole for taking on the task of updating all three Technical Assistance papers and making them consistent. A motion was made by Jo, seconded by Lee to accept the revisions as presented. Motion carried.

E. Schedule for Content Standards Revisions: After discussion, a motion was made to approve the schedule as revised and to post the revisions on the website, after final approval by Dianne. Also to link the content standards moodle to the Content Standards on the website asking for comments at the Spring State conference. Motion made by Carole, seconded by Mary. Motion carried.

Small Work Group Sessions:

A. Work on conference presentations

B. Sub-group meeting between Accountability/Curriculum to discuss implications of MMC for adult education.

Report of Small Group Meetings:

A. MMC sub group looked at the Adult Education Guidebook. It was decided that the next step that needs to be taken is to work on the High School Completion portion of the guidebook, and to include the MMC policy as written in the Q/A of the MMC State guidelines. Nancy will also meet with Deb Clemens from Depart. of Ed.

B. ESL conference session: Ask members of the ESL advisory group to be a part of a Q/A panel. Discuss ESL content standards, grants, retention, CASAS, distribution of funds, etc. Go to small groups to discuss problems. At the end present best practices.

C. Partnerships: Discuss why partnerships fail, how to create partnerships so they don't fail. Present a panel that has partnerships. Have a work session to develop asset mapping, who? Why?, mutual benefits, sharing, etc. Use the Community Tool Kit. Give participants a CD with research and resources available.

Adult Learning Plan:

Began looking at the document, sharing how others use it in different arenas.

Next meeting review and make recommendations.

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Topics for April 3<sup>rd</sup> meeting:

A. Continue discussion on the ALP

B. Finalize plans for conference—if copies or CD's are needed for your session, turn them in by April 3<sup>rd</sup>.

C. Decide August workshop topics

Adjourned:

A motion was made by Carole, seconded by Jo to adjourn the meeting. Motion carried to adjourn at 2:10 p.m.