

**Minutes of the Curriculum Practitioner's Task Force Meeting
April 20, 2007**

Present: Cindy Glore, Mary Hemmen, Jim Hunt, Jaffria Leach-Orr, Susan Ledy, Christy Luckey-Nelson, Lee McKenzie, Jeff McNeal, Jo Pamment, Marilyn Reichardt, Bob Rickard, Bill Sherb, MaryAnne Thorndycraft

- I. Welcome by Facilitator Christy Luckey-Nelson.
- II. Housekeeping Items:
Approval of Last Meeting Minutes by Jo Pamment/Mary Hemmen.
Mileage sheets: Reminder to submit to Christy with Mapquest attached.
Sign-up for interest in serving on next year's task force. A sign in sheet was distributed and collected by Christy.
- III. Update of State Conference Presentations:
Jo Pamment reported on the ESL presentations. They went well. There were a lot of new faces. The participants wanted time to network. A suggestion was made to have the presentation of content standards and the lesson plans presented on the same day, instead of two different days. The lesson plan session also needed more time-on-task.

Bob Rickard and Marilyn Reichardt reported on the GED Math and GED content standards presentations. The conflict they had was that the State Office of AE Update was given at the same time. Therefore, they didn't have as many participants as they should have. The recommendation was to have networking offered as a session at the same time instead. It was also a recommendation that participants needed more hands on time to work with lesson plans and hands on activities. The Math GED workshops scheduled for the spring were cancelled due to the money situation in the State. There was much discussion about how the content standards should be introduced and implemented throughout the State.

It is this task force's recommendation that: The 2007-08 implementation of the GED content standards be a series of workshops organized and facilitated by the task force committee, to focus on math and writing skills. A planning committee composed of the task force coordinated with State staff to meet in May to begin planning the dates of the workshops and program agendas. The motion was made by Jo Pamment/Jeff McNeal. Unanimously approved.

The GED Task force is: Marilyn Reichardt, Cindy Glore, Bob Rickard, Christy Luckey-Nelson, Jane Rudisill and Jaffrie Leach-Orr.

The Curriculum Task force requests that the State put together a major statewide marketing plan for all of the content standards. The task force is willing to work with the State in this endeavor.

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IV. Topics for Next Year's Curriculum Task Force:

1. Revise ABE Content standards and roll out
2. Organize workshops for GED content standards
3. Marketing plans for current content standards
4. Re-visit the formatting of the GED content standards to be uniform with all content standards developed.
5. Re-do HSC survey. Need technical assistance paper to describe the affect of the new HSC requirements on adult education programs.
6. Plan topics for State conference
7. Re-visit distance learning policy.
8. Create a plan to format and revise content standards, for all content standards, as a living document.

V. Deliverables this year by the Curriculum Task Force:

1. Developed Distance learning language for the participant accounting manual.
2. Rolled out the ESL and GED Content Standards
3. Completed ABE Content Standards and sent out to pilot
4. Developed a Technical Assistance Paper for ABE Content Standards
5. Developed and provided 6 presentations at the State conference
6. Reviewed the crosswalk between the GED and TABE 9/10.
7. HSC survey was revised and suggested for re-distribution
8. TABE 9/10 Grouping Report recommendation

After discussion it is the **recommendation from the Task Force to create a joint committee between Curriculum and Accountability when revising the State Approved Assessment List. This would enable the practitioners to have the appropriate training for the assessments. It was suggested that any time there is an over-lap of items between task forces, that a joint committee be formed to work on it.**

VI. GED Content Standards Crosswalk to TABE: Small work group sessions. Three items discussed: 1. Usability, 2. Easy to use, 3. Suggestions/recommendations. There were 4 groups working.

Each group will turn in their notes also. Overall the recommendations are:

1. It needs to have a T.A. paper
2. It needs an index
3. Use of color coding, content standards/TABE skills
4. Bold benchmarks, spaces between benchmarks, break in between
5. Take off LAW (abbreviations), change to A., B. within the benchmarks.
6. List the strand on the upper corner. Better use of headers and footers
7. Align in same sequence. TABE skills/content standards
8. Could use landscape page set up

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9. Use font that is reader friendly. More white space, leave left hand white space like the K-12 standards are printed.
10. Align and structure
11. Level all A, M, E, and D
12. There is no writing part in the TABE that is needed with GED.

Adjourned at 2:05 p.m. Marilyn Reichardt/Susan Ledy made the motion. Approved.

Next meeting in September, to be determined.