

Curriculum Practioner's Task Force Meeting
September 22, 2006
Amway Grand Plaza Hotel – Grand Rapids

Present: Linda Colagross, Mary Hemmen, Gloria Henry, Jaffria Leach-Orr, Susan Ledy, Christy Luckey-Nelson, Lee McKenzie, Jeff McNeal, Jo Pamment, Marilyn Reichardt, Bob Rickard, Bill Sherb, MaryAnne Thorndycraft, Carole Wells

- I. Welcome and Introductions
- II. Housekeeping Items:
 - A. Approval of Minutes of 4-28-06. Motion made by Carol Welles/Jo Pamment. Motion approved.
 - B. Marilyn Reichardt will be vice chair of committee and MaryAnne Thorndycraft will be the secretary.
 - C. Task Force List distributed. Corrections were requested to be made on master list and returned to Christy Luckey-Nelson.
 - D. Sign in sheet distributed
 - E. Schedule of the next meetings for this committee distributed. Please contact Bonnie Vondracek if you signed saying you are coming to the next meeting and then find out you can not by October 27 at the latest.
 - F. Travel expense sheets discussed, new requirements
 - G. Each meeting Christy will give each member a folder with the information needed for that month. Minutes will need to be downloaded. On the MAEPD website, minutes of all of the task force meetings can be located.
- III. Discussion: Best and Worst Meetings
- IV. General Discussion of Purpose of Task Forces
 - A. Visions and values—inclusion of field.
 - B. Format of task force meetings: 8:30 -10 general discussion, 10a.m-12 p.m. small group meetings, work on task. 1 p.m. gather together again. Updates, group recommendations-whole group decision
- V. Review of Last Year's Projects
 - A. GED/ESL content standards. Began 2004, 2 sub groups, piloted last year, the results are in. Linda Colagross will be giving a presentation on the GED standards at the MACAE conference. Bonnie and Susan along with members of the GED Content Standards Subgroup will be giving workshops. Format, number of workshops, etc., need to be decided. Follow up will be another year out. The content standards will be reviewed every three years. The ESL content standards will be distributed at the fall ESL workshop in Haslett on Oct. 13th. Sample lesson plans will be distributed also.
 - B. National GED/Math Workshop, Washington D.C. Marilyn Reichardt and Bob Rickard were selected as Michigan's 2 attendees. The workshop was excellent. The expectation is for them to provide training at the State level now.
- VI. Proposed Projects for 2006-07
 - A. Facilitate the roll out of ESL Content Standards

- B. Facilitate the roll out of GED Content Standards
 - C. Crosswalk to Content Standards and benchmarks and assessments
 - D. Finalize ABE Content standards
 - E. Adult high school requirements survey
 - F. Annual Adult Education Report
 - G. Distance Learning, clarify language for Participant Auditing Manual, using the Pupil Auditing Manual.
 - H. Spring Conference –Need to decide on 2 sessions to offer.
 - I. Distance learning (credit recovery) pilots—discussion. It was decided that this task force would coordinate with the data task force.
- VII. Prioritize projects. We determined that the first 3 groups to work on would be: GED standards, ABE Standards and Distance Learning Auditing Manual for Participants.
- VIII. Group Reports
- A. ABE Standards: Close to finalizing. The Committee will have a final copy in November to focus group.
 - B. GED Roll out: Plan for one-day conference. Follow up at the Spring State Conference. Will be more targeted toward teachers but admin. could also benefit. Oct. 15, GED standards will be posted on the website. Target early Feb. for the one-day conference.
Motion: Jo Pamment/Marilyn Reichardt to explore possible date for training, will propose at Nov. task force meeting.
 - C. Distance Learning: Motion Bill Sherb/Jaffria Leach-Orr to bring to the next meeting for approval the wording for the participant auditing manual.
 - D. High School survey: It was discussed that we didn't have enough information to know if 67 respondents was good or not. Not sure what the purpose of the survey is. Recommendation to re-submit to State for further clarification. Motion made by Jane Rudisill/Jo Pamment. Give back to State for more information, what is the purpose and statistics on who has high school completion, how many programs. Table until those two items have been given.
- IX. Adjourn

Respectfully submitted,

MaryAnne Thorndycraft