

Data Task Force Meeting
January 13, 2006

Members Present: Dean Smith, Tony Lagos, Tania Butkowski, Mary Marcil, Gary Tweddle, Bob Campsmith, Donna Kapelanski, Karyn Goven

1. Approval of Minutes: Motion to approved minutes by Mary and Tanya seconded, motion passed.
2. Introductions/New Information:
 - Data entry into MAERS will put HSC students into ABE due to low score. Because of this, head count does not equal 107 reconciliation. MAERS will automatically shift due to test scores. NRS 4 is EFL report, Table 5 is goal attainment, the two forms are like apples and oranges. Gary will put in this letter to Diane regarding this issue. Gary will also suggest that a peer be present during monitoring.
3. New Definitions:
 - Last sent to Diane is not the one on the website.
 - Connie May has the corrections and will be working on the definitions.
 - New words: Audit (program and FTE), monitoring and compliance
4. Workshops for Spring Conference:
 - A. FAQ is that a break out session for Dean. Dean, Karyn, Bob, Tania: Support staff and administration.
 - Dean passed out FAQ for review.
 - Excellent handout. Will be used
 - Bob will be present for STUREC questions
 - B. Using MAERS Tables for Local Results, a Must for Administrators- Dean, Tania, Mary and Gary
 - Concern that the tables are not available
 - Would like to have individual schools on the table for review, it will make it more relevant
 - C. A Crosswalk between MAERS and NRS tables using ALP: Bob and Dean
 - Bob feels comfortable
 - D. Becoming an Adult Ed. Mentor: Karyn and Gary, Tony
5. Adult Ed. Mentors
 - Reviewed the forms-application and evaluation
6. Modify Legislative Report to be final ABE/ESL/EL Civics Narrative
 - Modifying ready to go for workshop.
 - This will help us with end of the year narrative report.
 - STUREC can do this
 - Dean will pull it together for next meeting in March 2

- Mock program will be set up and also used in the Spring Conference along with the other tables.

7. Follow Up Process: Dean and Tony

- Tony brought some information from Massachusetts. Donna Cornieler from Massachusetts. They do data match.
- Dean's forms had information regarding goals, on what is countable outcomes
- Secondary measures do not need survey.
- Survey is not tied to funding
- At this point we cannot use the OSSID# to show GED performance. Due to security issues with AG, it may be impossible to get match for not only GED but for Job performance.
- Tracking student with a pre-release in advance that gives permission to be given scores is what is needed.
- Need a uniform release form throughout the state. Must have signature and specific release. "I authorize you to give information to GED prep centers..." must be done at the schools not testing center Problem is they see it like a transcript
- Ben will discuss this issue with Bob Mason, Director of Partner Outreach for GEDTS. Question if a release is signed, can we release the info. to school district.
- We need to know this by March 3, 2006. Problem is with Attorney General and confidentiality.
- This will effect the who does the survey and accuracy.
- GED Release Dean will do this and bring it to the next meeting. Dean will do releases and give it to Tania so she can fit it in the ALP. Tania will do a sample and will give it to Gary and he will submit with letter of recommendation to Diane.
- Also need to remember when to do the survey. It begins after the skipped quarter. So you will be inputting and doing surveys in the 1st quarter for those after 4th quarter.
- Language to state: As appropriate you grant us permission to Confirm your successful completion of
 1. The GED with the local or state GED testing office
 2. Your employment successes with local or state employer/agencies.

8. Calendar

- Calendar information

Dean will get info. regarding Federal Report, 107

Count: July 28, Sept. 27, Feb. 14 April 25

Dates to include: Task Force Dates

MACAE: Fall conference Oct. 25-27

ESL Conference: Jo Pament

Spring Conference DLEG Diane Duthie

9. Follow up with Diane:

- UIC Code can we use it as an addition to put on student form. ALP option
- 107 Reconciliation issues as stated earlier and that students can be counted for more than 1 FTE per year.
- Reports on MAERS need to be up and running by workshop otherwise will not do it.

10. Next meeting:

- Ben Williams GED Match
- Dean with release for students
- Updated calendar
- Survey matrix
- Mentoring

Next meeting March 3, 2006 back here at Kalamazoo.

Last meeting at Lansing Sheraton, April 28th