



WORKFORCE DEVELOPMENT BOARD

CUMBERLAND · SALEM · CAPE MAY

Adult Education and Literacy Committee
Cumberland County College Luciano Conference Center
October 23, 2018

MINUTES

A meeting of the Cumberland/Salem/Cape May Adult Education and Literacy Committee was held on Tuesday, October 23, 2018 at 9 a.m. in the Luciano Conference Center at Cumberland County College.

ATTENDANCE: Barbara Kozek, Jenn Bates, Patti Gilmore, Sonya Saul, Laura Stanton, Odilon Perez, Courtenay Reece, Dr. Terrence Hardee, Pat Constantino, Denise Taguwa, Jody Classen, Maria Alleva, Annette Vargas, Rosemma Ward, Denise Dersch, Tom Brown, Amy Ronketty, Youdelka Jean, José Gutierrez, Chris Madamba, Marielena Martinez, Betsy Reed, Betsy Satterfield

STAFF: Allison Spinelli, Brian Langdon

HANDOUTS:

Title II Adult Education & Literacy FY 18: Close Out Report, New Jersey State Report Card Adult Education Providers WIOA Title II FY 18, 2019 National Conference: Presented by the Coalition on Adult Basic Education, SCVTS Adult Continuing Education 2018-2019, Cumberland County College High School Equivalency, Cumberland County College Workforce Development Fall 2018 Schedule of Classes, Wildwood Learning Links Monthly Report Narrative July 2018-June 2019, Workforce Learning Link Monthly Summary Report September 2018, Workforce Development Board Meeting Report for Cape May County Technical School October 23, 2018

I. Welcome & Opening Remarks Approval of Minutes

Jenn Bates opened the meeting by welcoming all attendees and read the Open Public Meeting Act. Jenn requested a motion to approve the minutes from January and April 2017, which had not been previously approved. Motion made by Patti Gilmore, Second by Barbara Kozek. All in favor, motion approved. Jenn then asked for a motion to approve the minutes from July 2018. Motion made by Maria Alleva, Second by Denise Dersch. All in favor, motion approved.

II. Title II Lead Agency Report

Jenn reviewed the Title II Adult Education & Literacy FY 18: Close Out Report handout. The benchmarks that were not met are in yellow. Every benchmark was met and exceeded in ABE. In the ESL programs, 4 benchmarks were not met. Three of those benchmarks were missed by a few percentage points. Jenn expressed that she is very happy with our performance numbers. We are above 100% for our level of service. Jenn reviewed the New Jersey State Report Card Adult Education Providers WIOA Title II FY 18 handout. Every benchmark was met in the State of New Jersey. Jenn emphasized the fact that this has

never happened before. She stated that everyone in New Jersey is moving forward. Allison Spinelli congratulated both consortiums on their great work. Jenn also joined her in congratulating them. Barbara Kozek's Atlantic Cape consortium exceeded all their benchmarks.

III. **Cumberland/Salem Title II Consortium Partner Report**

- **Salem County Vocational Technical Schools**

Maria Alleva informed the group that there is a new instructor at the technical school. The technical school is preparing to launch a customer service program for the National Retail & Hospitality certification. She introduced Danielle Bailey's replacement, Youdelka Jean. Maria informed the group that the Coalition on Adult Basic Education is having their 2019 National Conference. Maria also informed the group about the SCVTS Adult Continuing Education 2018-2019 courses. She highlighted the Office Management Administrative Assistant which is a new course that was added due to the needs of the local area.

- **Cumberland & Salem Department of Corrections**

- Maria informed the group that the Cumberland Department of Corrections has 17 students enrolled and their testing is at 80%. 3 have received their diplomas.

- **Millville Public Library**

Sonya Saul informed the group that her students have been taking TABE 11 & 12 and have been falling in the medium range. Most of her students are having difficulties with TABE 12. Sonya said that she is teaching the correct material that is on the test, so she believes the issue is that students are not working outside of class. She has encouraged them to do so.

- **Center for Human Services**

Youdelka Jean introduced herself. She is happy to be a part of the group. Marielena Martinez informed the group that they have 56 students in LASIS.

- **Cumberland County College**

Patti Gilmore informed the group that they now have classes at the Forest Lakes Family Success Center. They will be offering 2 classes per year. Cumberland County College recently reconnected with Bridgeton High School. Patti informed the group that students can now receive copies of their official transcript on the State's website. There have been issues in the past with employers, so she is happy this issue has been resolved. At the Center for Workforce & Economic Development (CWED), they are helping displaced homemakers get into training programs. Patti informed the group that there are other programs that are available to them if they do not qualify for the other training. Dr. Terrence Hardee informed the group that CCC is currently in the exploratory process in regards to the Rowan merger.

- **Vineland Public Library**

- Both of the ESL classes are full, as well as the other two cohorts.

- **PathStone**

Odilon Perez reported that PathStone currently has 27 students enrolled. He is expecting an increase in enrollment.

- **Salem Community College**

The college has been receiving an influx of calls and interest from individuals who are outside of the county. Jenn suggested that they have the individuals call her office. 35 are enrolled in LASIS, 67 is their goal. 27 students have received their diplomas and are waiting for 2 more for a total of 29. 2 students are interested in post-secondary education. They are happy with this prospect as they are looking to make those kinds of connections. In order to help drive their students into post-

secondary education, they asked for suggestions on how other institutions in the group have had success doing this. The college is also trying to help in this transition by helping their students discover their interests during the GED process. Allison Spinelli suggested connecting to the local One-Stop since there are programs available that will work in conjunction with how the college operates.

IV. Cape May Title II Consortium Partner Reports

- **Atlantic Cape Community College**
Barbara Kozek reiterated that her consortium exceeded all their benchmarks. She thanked Betsy Satterfield for her hard work.
- **Cape May Tech**
Betsy Satterfield informed the group that testing has resumed. Their students are now able to take PREP in pieces. They began working with the Department of Corrections again. Betsy highlighted a few of their programs. She is hoping for better IET numbers in January.

V. Workforce Learning Link Reports

- **Cumberland**
Allison highlighted the Workforce Learning Link Monthly Summary Report for September 2018. She informed the group that if the numbers stay consistent then Cumberland Salem Cape May WDB is in danger of not meeting their goal. However, she remains hopeful that the goal will be reached since the summer is usually a slow period. Allison informed the group that there will be a change in staff to replace Kasmire Blazie.
- **Cape May**
Barbara agrees with Allison that the summer is a slow period. She informed the group that while Cape May may not have many students enrolled, they are successful with the ones they have.

VI. Other Reports

No other reports

VII. Old/New Business

Pat Constantino asked if there are other testing options besides TABE 11 & 12. She expressed concerns with TABE 11 & 12 that have been voiced in the past. Jenn informed her that if a test is approved by the State then she is permitted to use it. Allison informed the group that Cumberland is planning to implement a dual track with TABE 11 & 12 and the CASAS test.

VIII. Adjournment

Jenn requested a motion to adjourn the meeting. Motion by Rosemma Ward, Second by Pat Constantino.