

Adult Education & Literacy
MS Meeting
April 26, 2022 – 9:00 a.m.

MINUTES

A meeting of the Adult Education & Literacy was held Tuesday, July 26, 2022, via MS Teams. Those in attendance were:

Attendance: , Elizabeth Satterfield, Pat Constantino, Jenn Bates, Barbara Kozek, Michael Goonan, Pam Comerford, Thomas Halligan, Lisa Berry, Ron Burkhardt, Jon Cummings.

Staff:

Jaime Gomez, Cindy Angelo, Patricia Gilmore

I. Welcome/Opening Remarks

Dr. Jennifer Bates opened the meeting by welcoming all attendees. The meeting began at 9:04 am. Jenn requested a motion to approve the April 2022 minutes. Motion made by Barbara Kozek, Second by Elizabeth Satterfield. All in favor, motion approved. There was one correction for the April minutes. Under Cape May Tech (page 3) Graduation was June 14th from 4 to 5pm. Those minutes will be corrected and sent out with July minutes.

II. Title II Lead Agency Report

For 2021-2022 there is 363 out of 385 student with 94% Level of Service. We are underperforming in all benchmarks except for two (ESL level 3 and ESL level 5). Plead for partners to go back in LACES and check that all data is in and correct by Friday, July 29th. Post testing is very important – we want to make sure we are getting credit for all of the services provided. The official close-out is third week of August but we do not want to wait until then.

FY23 performance targets were sent out by Maria. Requirements for ABE went down but ESL went up a few percentage points.

Dr. Bates spoke about accountability. We need to know why we are doing the things we are doing and documenting appropriately. Education is the reason we are doing everything – it all has to be about education. Make sure you are looking at your emails – there are some that may seem like junk but it has good information about ABE and ESL programs.

The State has a technology initiative where they are offering funding for technology. These funds allow for the purchase of new equipment and curriculum. Our budgets do not usually have funds for purchase of equipment so this is a welcomed addition.

Dr. Bates will be reaching out to each partner via email for matching funds documentation needed. This is for PY20/21, PY21/22 and current. We have never had to send documentation but it is now being required and will go back to PY20.

Need to look at current assessment policy to make sure we are using appropriate instruments.

2022-2023 fiscal year PathStone has left our consortium for a period and hoping to come back in the future. Pat Constantino is retiring at the end of the year. Well wishes all around.

Revive SJ is expanding and taking over some of the slots that PathStone leaves behind.

There is a collaborative technology project zoom information session on August 9th. Info was emailed by Dr. Bates. Anyone can attend.

Reminder for partners and groups: programs being offered a charging a fee, etc. per Dr. Bates "Absolutely, never allowable in any circumstances" The only out of pocket fees for the students is now any HiSet testing costs. If you have any questions or need to speak about any charges you must reach out to Maria A. and/or Dr. Jennifer B.

III. Cumberland/Salem Title II Consortium Partner Report

a. Salem County Vocational Technical Schools

b. Millville Public Library

No report.

c. Rowan College of South Jersey

Started classes in ABE and in ESL and have 50 students enrolled. A new director for literacy programs will be starting in August. There are a few community events coming up that they will be participating in to promote literacy programs.

d. Salem Community College – Ron Burkhardt

They are expanding their classes. They are doing high school equivalency in Carney's Point.

e. Revive SJ – Jon C. team meeting is scheduled on Thursday to discuss implementation of the expansion. They will likely hire staff. Going from 27 slots to 60. They currently have a waiting list to pull from.

f. PathStone: Pat C.. They were fully virtual last year. There is a real need and desire for virtual classes. All their students are doing well in this setting. They did referrals of 6 students to other partners but they are looking for virtual or hybrid options. Dr. Bates does not think virtual options will ever go away.

Dr. Jennifer B “Congrats on retiring and you will always be part of us. This is from the committee and all of us, would like to THANK YOU!

IV. Cape May Title II Consortium Partner Reports

a. Atlantic Cape Community College

Barbara K: They have met Level of Service of 442 with a final enrollment number of 490. Met all 6 ESL levels and 4 out of 6 ABE/HSE levels. Met all Table 5 outcomes. 76% of students in IET classes obtained a credential. 31 students obtained their HSE.

b. Cape May Tech

Elizabeth: It has been a pretty busy summer. 19 services this summer alone. Served 4 students with virtual ESL classes. Keeping virtual option and adding in person. Also adding a night for HSE prep from 5:30-8:30. Post secondary filled up quickly.

V. Workforce Learning Link Reports

Jaime: LOS 79 – we served 115 students. 14 entered employment, 6 student entered Post-secondary education/training, 3 attained diplomas, 23 students attained outcomes. Educational gains are 36% towards 30% target which was 29 EFL gains. We are expecting these numbers to go up as data entry is completed. We have the LOS for PY22-23 – we have decreased funding levels and have a LOS of 52. 25 of those will go to Cape May if funding permits. We were able to cover some of the costs of this contract with last years funds.

Cape May is getting back to in person. They already have 4 students for this year which is more than they had for the last 5 years. They are excited about that.

VI. Old/New Business

FY23 – Cumberland/Salem – consortium funding increased.

Atlantic Cape – lost \$77,000 in ABE/ESL but that was made up with State Funds. The state funds are not tied to the LOS so the funding increased but the LOS decreased.

PSA: Salem County Vocational School is in need of 2 career/technical instructional positions. One in carpentry and one in electrical. If you know anyone, please give them information.

VII. Adjournment

Jenn requested a motion to adjourn the meeting. Motion made by Pat Constantino. Second by Elizabeth Satterfield. The meeting adjourned at 9:45 am.