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## ADVISORY COMMITTEE ON ADULT EDUCATION AND LITERACY TO THE VIRGINIA BOARD OF EDUCATION

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JAMES MONROE BUILDING, JEFFERSON CONFERENCE ROOM  
22<sup>ND</sup> FLOOR  
MAY 29, 2008  
10:00 a.m.

### *MINUTES*

#### **Members Present**

Dr. Gary Jones, Chair  
Dr. Yvonne Brandon  
Mr. Steve Clementi  
Ms. Carol H. Coffey  
Dr. Cynthia Cooper  
Ms. Barbara Gibson  
Ms. Deborah Hinton  
Ms. Deborah Hunley-Stukes  
Dr. Bonita M. Moore  
The Honorable Ken Plum  
Dr. David Red

#### **Not Present**

Ms. Betty Mullins  
Ms. Jackie Venable

#### **DOE Staff Present**

Mr. Shannon Beasley  
Ms. Debbie Bergtholdt  
Ms. Elizabeth Hawa  
Ms. Gloria Murphy  
Mr. Lan Neugent  
Dr. Mike Nusbaum  
Mr. Randall Stamper  
Mr. Thomas Suh

#### **Other Attendees**

Ms. Jean Bankos, Office of the Governor  
Ms. Sarah Herzog, Senate Finance  
Committee  
Dr. Troilen Seward, Virginia  
Association of Adult and Continuing  
Education

#### **Introduction of New Committee Members**

New advisory committee members introduced were Ms. Carol Coffey, Ms. Deborah Hinton, and Ms. Deborah Hunley-Stukes.

#### **Minutes of Last Meeting**

The minutes of the June 7, 2007 meeting were approved.

#### **Office of Adult Education and Literacy Update**

Elizabeth Hawa provided a report regarding:

- the relocation of the Office of Adult Education and Literacy (OAEL) from the Division of Instruction to the Division of Technology and Career Education;
- the status of Virginia's Corrective Action Plan (CAP) developed in response to the federal monitoring visit report; and

DRAFT

- workforce development activities, including HB 1312, Executive Order #61 and the role of the Virginia Community College System, and the Memorandum of Instruction and Understandings Related to Comprehensive One Stop Workforce Centers.

In addition, Randall Stamper described the following workforce development activities in which OAEL staff have participated.

- One Stop Committee of the Virginia Workforce Council
- Career Pathways Plan

Shannon Beasley summarized adult education federal and state funding streams as follows.

- Federal
  - Adult Basic Education
  - English Literacy/Civics Education
- State
  - General Adult Education
  - Expanded GED
  - Race to GED
  - Community-based Literacy Organizations
  - Regional Managers and Specialists
  - Individual Student Alternative Education Plan (ISAEP) program
  - Communities for Opportunities (administered by the Virginia Department of Housing and Community Development)

Mr. Beasley presented data related to the following.

- Enrollment by program type
- Enrollment by gender
- Enrollment by age
- Enrollment by ethnicity
- Participant statuses
- Total educational gains
- Total students completing follow-up goals
- GED testing – passed versus tested
- GED test takers by age

Mr. Stamper described the following initiatives.

- Distance Learning
  - eLearn VA adult education distance learning portal funded by OAEL
  - PlugGED® In technology contextualized GED curriculum
  - Ongoing development of the state's adult education distance learning policy

- Adult Education Content Standards
  - Participation in Standards in Action pilot program
  - Professional development at Virginia Institute for Lifelong Learning in July, 2008
  - CAELA Network application for professional development assistance related to the English for speakers of other languages content standards

### **Review of Advisory Committee Report to Be Submitted to the Board of Education**

Each subcommittee chair summarized their respective recommendations. The Advisory Committee discussed these recommendations and the format of the report. The subcommittees and members are listed below.

#### Early Childhood Subcommittee

Subcommittee Members: Ms. Barbara Gibson, Chair, The Honorable Ken Plum, Dr. Yvonne Brandon, Ms. Betty Mullins, and Mr. Randall Stamper (staff)

#### English for Speakers of Other Languages (ESOL) Subcommittee

Subcommittee Members: Dr. David Red, Chair, Mr. Scott Leath, and Ms. Nancy Faux (staff)

#### Individual Student Alternative Education Plan (ISAEP) Program Subcommittee

Subcommittee Members: Dr. Cynthia Cooper, Chair, Mr. Steve Clementi, and Dr. Michael Nusbaum (staff)

#### GED and Adult High School Subcommittee

Subcommittee Members: Dr. Bonita M. Moore, Chair, Ms. Susan Utt, Ms. Jacqueline Venable, Mr. Shannon Beasley (staff), and Ms. Debbie Bergtholdt (staff)

After much discussion, the Advisory Committee agreed to several recommendations for revisions to the draft report, and passed a motion accepting the report. These revisions will be made by staff, and a revised report will be provided to the Advisory Committee members for review.

### **Discussion of Administrative Oversight of Adult Education in Virginia**

Referring to Dr. Emblidge's question during the November 1, 2006, meeting of the Advisory Committee, Dr. Jones opened a discussion about the most effective and efficient manner for adult education services to be administered in Virginia. Dr. Jones asked Troilen Seward to provide a brief history of the issues surrounding the discussion about moving the OAEL from the Virginia Department of Education. After Dr. Seward's remarks, the Advisory Committee discussed the merits of OAEL remaining within the Department of Education and the issues that could arise from moving OAEL.

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It was recommended that a subcommittee be formed to prepare a position paper on this issue to be presented to the Board of Education. Dr. Jones asked Delegate Plum to chair this subcommittee, which includes Dr. Seward (*ex officio*), Ms. Gibson, Dr. Cooper, and Dr. Moore. A motion was made and adopted that this paper should be submitted no later than the July meeting of the Board.

Dr. Jones thanked the subcommittees for their presence and work in preparing and presenting the reports to the Advisory Committee.

Next meeting: Date and time to be announced.

### **Adjournment**