

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

VIRGINIA DEPARTMENT OF EDUCATION
James Monroe Building
Richmond, VA 23218-2120
Jefferson Conference Rooms B & C

MINUTES

October 16, 2014

Committee Members

Mr. Rodney D. Caulkins
Dr. Marcia Gail Derrick
The Honorable Mark L. Keam
The Honorable Kaye Kory
Ms. Annette Loschert
Ms. Betsy Mathias
Ms. Rachel Morrissey
Mr. Maurice G. Oliver
Ms. Katharine Parrish
Dr. Troilen Seward
Ms. Linda K. Seyer
Mr. E. Denton Sisk
Ms. Mary Elizabeth White (Absent)
Dr. Susan Clair (Ex-Officio)

DOE/OAEL Staff

Mr. George P. Bailey
Ms. Melissa L. Dixon
Dr. C. Michael Nusbaum
Mr. Thomas T. Suh
Ms. Denise A. Throckmorton (Recording)
Mr. Jurriaan K. van den Hurk

Other Participants

Ms. Hillary Major

CALL TO ORDER

- Dr. Clair called the meeting to order at 10 a.m.

Opening Remarks

- Dr. Clair welcomed the committee and lead introductions of the committee members and Office of Adult Education and Literacy (OAEL) staff.
- Dr. Thomas Brewster's resignation as committee chair was announced.
- The committee was notified of upcoming term expirations of its members. Members were reminded that they would be eligible for reappointment if they have not already served two consecutive terms.
- The minutes of the March 7, 2014 Advisory Committee were approved.

Public Comment

- No public comments were received.

PRESENTATIONS AND REPORTS

Quarterly Desk Reviews

- Mr. Thomas Suh provided an update on the progress of quarterly desk reviews which were implemented last year. He discussed the desk-review topics that were pertinent and of concern to OAEL, including issues of budgeting and finance, enrollment, the timely submission of reports, assessment pre-and-post-test rates, and program goal attainment.

2014 GED[®] Testing Program Updates

- Dr. Clair and Dr. Michael Nusbaum provided an update on the transition to the 2014 GED[®] Program. Several issues were addressed, including fourth time test takers, the Individual Student Alternative Education Plan (ISAEP) program, “free” versus “discounted” re-tests, the extension of time on the math portion of the test, and the retention of Virginia Department of Education (VDOE) GED[®] testing records. An overview of the various Web-based applications used with the 2014 test was also provided.
- Dr. Clair informed the committee that the Virginia Board of Education, at its most recent meeting, approved the GED[®] test as Virginia’s official high school equivalency examination. And, at the Board’s request, OAEL will move forward with a Request for Information (RFI) to vendors about other available high school equivalency examinations in order to make more informed decisions about high school credentialing options for the state’s adult learner.
- Dr. Nusbaum shared the 2014-2015 GED[®] test-taking and test-passing rates with a detailed explanation (followed by an engaging question and answer session) of why both sets of numbers are much lower than in previous years.
- Dr. Nusbaum reviewed the GED Credentialing[™] service, which offers the public the opportunity to order online, paper and electronic copies of certificates and transcripts.

Nomination for Chair

- Dr. Clair opened nominations for position of Committee Chair. Ms. Mathias nominated Mr. Sisk. Dr. Clair called for additional nominations, and there were none. Dr. Clair closed the nominations and called for a vote, and the committee unanimously elected Mr. Sisk as committee chair. Dr. Clair asked that the record reflect that Mr. Sisk is Committee Chair.

- Dr. Clair opened nominations for position of Committee Vice Chair. Ms. Mathias nominated Dr. Derrick. Dr. Clair called for additional nominations and there were none. Dr. Clair closed the nominations and called for a vote, and the committee unanimously elected Dr. Derrick as Vice Chair. Dr. Clair asked that the record reflect that Dr. Derrick is Committee Vice Chair.

College and Career Readiness Standards for Adult Education

- Dr. Clair and Mr. George Bailey provided an update on College and Career Readiness Standards (CCRS) for Adult Education, which are based on the Common Core State Standards.
- Mr. Bailey presented and reviewed a slide presentation on CCRS with a handout of the presentation provided in meeting materials. The presentation spoke primarily to the strategies that OAEL has put into place to facilitate a process for the implementation of CCRS and standards-based instruction in the classroom. This is a deliberative, multilayered process that will begin with two pilot sites, Region 10 (Charlottesville) and Region 21 (Newport News). Mr. Bailey emphasized although there were only two pilot sites, or demonstration sites, that all regional programs throughout the state would be expected to demonstrate standards-based instruction methodologies in their classrooms.
- Ms. Hillary Major, specialist for communications and publications at the Virginia Adult Learning Resource Center (VALRC), shared information about workshops and trainings on the CCRS that are being offered by VALRC.
- Ms. Major also shared information about Virginia's selection as a member state in the College and Career Readiness Standards in Action project. Through this project, a team of state administrator and instructors will be supported by a national initiative to become advocates for the CCRS SIA model in Virginia.

Revisions to the 2012-2017 OAEL Strategic Plan

- Dr. Clair provided an update on the revisions to the 2012-2017 strategic plan. She shared that OAEL had tasked Ms. Elaine Callahan with being the coordinator for evaluating and implementing the strategic plan and will be working closely with Dr. Clair to do so.

Workforce Innovation and Opportunity Act (WIOA) Update

- Dr. Clair provided an update on the Workforce Innovation and Opportunity Act (WIOA) that was signed into law on July 22, 2014. She shared the highlights of the act and stated that the goal of the act was to strengthen the workforce.
- Dr. Clair noted the increased emphasis on career pathways and the new definitions in the act for workforce education activities, integrated education and training activities, and

integrated English literacy and civics education. She stated that OAEL will need to work with the regional programs with technical assistance and models on how to provide services to adults.

ANNOUNCEMENTS AND DISCUSSION

The next meeting of the Advisory Committee on Adult Education and Literacy to the Virginia Board of Education will be Thursday, March 12, 2015.

ADJOURNMENT

Mr. Sisk called for a motion for adjournment. Ms. Mathias moved to adjourn, Dr. Derrick seconded. Motion carried unanimously

The meeting was adjourned by the Chair at 2:28 p.m.