

PAACE Board Meeting
August 8, 2006
Conference Call

Meeting called to order at 10:00.

Roll Call/Introductions

JoAnn Weinberger, Tana Reiff, Chuck Klinger, Eileen Kocher, Emmett Baxendell, Lori Keefer, Scot Mentzer, Kim Roush, Mary Hohensee, Mary Ann Varacalli, Suzanne Webster, Susan Mansueti, Joe Morales

The meeting began with a discussion of a tabled item from last month's meeting (due to JoAnn possibly not being able to stay on the call for the entire meeting):

JoAnn suggests that we discuss this issue at the next face-to-face meeting in Harrisburg in September. An example is what is happening in other states with regard to appropriations. In our state the government has put money into Move Up and Career Gateway but no extra money has been put into community programs. This may be something that we want to advocate for but it may not be in line with what the Bureau can do.

Chuck asked – How do we now determine if we are in agreement or not in agreement with policy. JoAnn said that it depends on the issue. We have always held the position that more funding is needed at the federal and state levels.

There isn't always time to get consensus for supporting various legislative issues. Chuck asked if there have been instances where the issue might not be clear cut. 12.5% \$ PDCs and state leadership. Proposed increase to 15%. More money would be going to PDCs and leadership and less money going to programs. Some discussion focused on that it might be difficult for PAACE to take a position on this issue because membership from both groups are represented. In the past, PAACE did not take a position on this.

JoAnn said that where there is time, she has no problem going to the members of the legislative committee for input. JoAnn wants to know in what situations does she have the responsibility to provide a response. For example, JoAnn could get a legislative alert at 5 pm that an issue will be voted on at 10 am the next day. JoAnn would have a difficult time getting in contact with the committee members.

Tana said that there should not be situations where one member is speaking on behalf of the organization without input from others.

Mary said that we are representatives of the membership and cannot be sure of what the membership feels.

Right now, the operations manual states that the legislative committee is comprised of representatives from the geographical areas. One of the points for the strategic plan is to include the points of contact to the committee.

JoAnn would like the conversation to occur at the September board meeting because some of these issues may be coming up in October. Now that the discussion has been started, board members can think about situations.

JoAnn asked Mary Ann to see if anyone can be identified from CEA. Mary Ann has said that an email has been sent out an email to the membership but has had no takers as of yet.

It was suggested that we look at the issues and determine positions on the various issues that we can anticipate coming up.

Minutes: copies were sent to all members via email.

Tana moved that the June meeting minutes be approved as presented electronically. Mary seconded. Motion carried.

Officer Reports

President (Debbie Hrach): electronically submitted I would like everyone to look over the attached ED job description and give any input you'd like before we send it out. The search committee would like to get this out by the middle of the month—to begin our search. I'm in the process of looking for a new ABSE committee chair and have asked one of our colleagues but haven't heard back yet. I'll keep you all posted. I'm sorry not to be in on this call, but I got a job teaching high school Algebra I and II, and school started this past week. So far all is going well, but I'm a little exhausted—not use to being on my feet for hours at a time. I'm fortunate to be at a good school with bright students (86 % go to college) and an excellent faculty.

Discussion: any changes/tweaks in the job description should be sent to Debbie. Any tweaks should be sent to Debbie by Monday.

First Vice-President (Chuck Klinger): electronically submitted:

First, I spoke with Gary Dean regarding the research conference (Pennsylvania Adult and Continuing Education research Conference). It was productive, I thought – we talked specifically about the conference and generally about the role research does play, should play, and could play in PAACE. I've attached an overview Gary sent about the conference, here are some of the highlights of our discussion:

- For the conference, it will be 2/24/07 at PSU-Harrisburg from 9-4. Registration around \$40, they generally plan on around 100 participants. Their target audience is anyone interested in hearing about current research in the broad area of adult education. As far as our support, it definitely seems like the type of event we should support. He initially requested \$500, but is now planning to work with the conference planner on a more complete budget to determine what they would really need (maybe more, maybe less). They are looking to break even with their conference.
- We talked about the relationship between conferences. They will probably need to continue that conference – the low rate is very appealing for students. But we did discuss cross-promotions, also that we should work together to encourage some of the better presenters from the research conference to present at Midwinter. It might be especially appealing this year for students to build their resume by presenting at a national conference.
- Finally, we talked about the need to consider research as a part of PAACE. There was discussion a while back of developing a research task force that Gary had volunteered to do years ago. Gary is still interested in this - considering our broad goal of better developing committees and support for individuals taking the lead in various areas and the influx of new people through our COABE planning team, this might be a good idea to explore, maybe after we survive COABE.
- We basically left things like this: he will get us a reasonable budget and request for fiscal support for their conference after which the Board will discuss and vote. Gary or someone else will attend a future Board meeting to discuss collaboration related to

the conference and other areas related to research. On hold is the thought of revisiting the concept of developing a research task force to identify and disseminate research appropriate to our membership.

Here's an update on COABE:

- I'm attaching a draft schedule for the conference. This was developed during our July planning meeting, which was attended by COABE Board members. They seemed pleased with where we are.
- We have agreed to terms to have Jonathon Kozol as our keynote – if you'd like to read a little about him, here's some info:
<http://gbgm-umc.org/globalgathering/jkozol.html>
- Steck-Vaughn has agreed to sponsor our reception at the Franklin Institute, including paying for the room as well as refreshments. Participants will be able to purchase King Tut exhibit tickets from a block we will reserve, at a cost of \$24.
- We have had numerous people (PAACE Members, at least I think) volunteer to take on various responsibilities: Ellen McDevitt will coordinate the pre-conference; Sue Snider will coordinate the food and beverage with the hotel (lunches, receptions, etc.); Bootsie Barbour will lead a group that will schedule concurrent sessions; Anita Cola and Frank Wascalis will be responsible for participant packets with the conference. I'm hoping to soon develop an updated conference planning team list, hopefully in either an organizational chart or flowchart type of format.
- The RFP should be posted soon. Scot has finalized it, we have just run a few sample proposals through to test it.
- I've had preliminary discussions with national groups to conduct pre-conferences on math, technology, professional development, and learning differences. We are hoping to have some permutation/combination of 7 full-day or 14 half-day sessions. The groups I've spoken with will account for 4 full days of sessions, so we'll be looking for a few more.

Discussion: Planning meeting was held on Friday. The big issue was how to handle Success Stories. Michael suggested that Success Stories be a separate event in Harrisburg to get more legislative representation. The question then focused on who we do this for? Is it to get legislative awareness? Is it for the PAACE membership? Is it to recognize the students? Tana said all three. JoAnn suggested that the date, time, and location all impact legislative representation. Tana said that she could see why the Bureau would want to have something in Harrisburg to get more legislative awareness.

Tana reminded everyone that Success Stories and APEX are Bureau initiatives so we can suggest that they hold the awards at conference but it is their decision. However, the Bureau has asked for PAACE input into the issue

Kim brought up that these are the same concerns that TLC is having with the ABLE Honor Roll. She was waiting to see what was happening with Success Stories.

Some agreement that the Adult Educator Award would still be honored at the conference but that the other awards, including the ABLE Honor Roll, would stay bundled and done together. If we decide to do them in Philadelphia that a small committee of representatives from the Bureau, from PAACE, and from Philadelphia would work on this.

Tana asked if there can be 2 different things. Chuck's understanding is that it is one or the other – Philadelphia or Harrisburg.

Susan suggested that it is possible that programs that have people being honored would forego the conference or special awards ceremony if they were held separately.

Tana asked what we did when COABE was in Pittsburgh. A separate event was held in Harrisburg that year.

Discussion summary:

PAACE would be fine with having a separate awards event in Harrisburg while the winners will be recognized somehow at the conference and invited to the conference if they are able to afford to go. Chuck will let Rose know the results of the discussion. Another question was posed as to when the awards ceremony would be held in Harrisburg. Chuck will ask and let us know.

Consensus seemed to be that the PDE would hold an event in Harrisburg if they wanted to, at their expense, and PAACE would in some way recognize the recipients in Philadelphia, to which recipients would be invited at their own expense.

The Adult Educator and Service Awards will still be done at that conference in Philadelphia. Bootsie Barbour is going to be the point person for presenters at the conference. Sallie Glickman was suggested to do a GED panel with some of the employers that are proponents. Another suggestion was a foundation doing grant proposal.

At this time, the conference committee is in discussions to have Jonathan Kozol as the keynote speaker. Chuck wanted the board to be aware that Jonathan Kozol is somewhat controversial. He is on someone's list (number 9) of people who are screwing up America. The board was fine with this choice.

Second Vice-President (Tana Reiff): electronically submitted: I have asked board members to report to me on progress toward strategic plan goals to which they have been assigned responsibility. As of today (8/3/06), I have received no responses but may know more by Tuesday's conference call.

I plan to provide a full report on strategic plan progress at the September board meeting.

Secretary: no report

Immediate Past President

Treasurer (Mary Hohensee):

Thank you to everyone for everyone to get in their expenses. All checks are written and ready to be mailed.

Membership was up this month and the info will be sent to Suzanne. \$435 in membership dues was received and deposited.

Expenditures for the month:

John Weidman \$331 travel and contracted services

Scott – invoices for maintaining the PAACE and COABE websites (charged to the COABE budget) and domain names for both for this current year \$208 (\$45 for PAACE \$15 for COABE for hosting per quarter)

Gary – IUP \$239 for mailing the journal

Chuck – COABE meeting in Philadelphia \$310 (20 people)

Susan Mansuetti – travel to meeting \$117

JoAnn made a motion to approve the financial report as presented. Mary Ann seconded. Motion carried.

Regional Representatives

Eastern (Joe Morales):

Joe reported that his office moved. His new contact information is Joe Morales, Adult Education Supervisor, Adult Enrichment Center
31 South Duke Street
Lancaster, PA 17602
Phone: (717) 293-7636
Fax: (717) 293-7672

Joe Morales said that there is an initiative called The Big Read. IU13 is applying for a grant from this initiative. Their website is www.nrabigread.com. This will coincide with One Book, One Community initiatives.

Central (Ruth Love-Schooley): electronically submitted: Ruth will be in maternity leave beginning this month, so she probably won't be at the board meetings for at least 3 months.

Western (Emmett Baxendell): electronically submitted: Paula Smith from the ABLE Bureau visited the region to speak the providers about the changes to the Move Up program for program year 2006-2007.

The new TANF legislation will remove adult basic education and GED prep from the "core" activities list for most participants. The result is that ABE and GED education will only be counted as "other" activities. This means that most TANF recipients can only count 10 hours of educational activity towards their mandatory 30 hour participation and then only when they have 20 hours in a required core activity. All of this only serves to make skills and GED attainment that much more difficult for the populations we serve.

Standing Committees

Technology (Scot Mentzer): electronically submitted:

Several upgrades to the on line database have been implemented. Board members may download the following excel files: Member list, Phone list, and Mailing list. Once Membership completes updates to the master file, it will be uploaded to the on line file.

My main focus for the last two months has been the COABE 2007 Presenter on line form. I now have that finished; consequently I should be able to return to the PAACE on line database upgrades. Also, I have identified several PAACE members to join the Technology Committee.

Day of meeting:

The RFP part of the site is almost ready to go. Right now the online database is not up to date. Scot is waiting for the updated zipcodes. It is possible to do sorts on the database by field to access component information to be able to do specific mailings to parts of the membership. Suzanne asked Mary Ann about the CHE/CEA coding.

Scott thinks that by next year we will be able to go online by next year. Another goal is to integrate the database with PAACE conference registration which should be possible by next year by utilizing what has been developed for COABE.

Scott is looking into some webinar software that we could possibly use.

ESL (Monica Teles Carr): electronically submitted: Monica received an e-mail from Martin Senger, an ESL Instructor from Erie. He and a group of teachers from Erie are currently working on 2 projects. They want to create a statewide ESL Network, which I think is an excellent idea, and they are also planning on holding an ESL conference. They originally thought about having the conference in the summer of 2007, but I spoke to Martin Senger over the phone this morning to get more details about their endeavor and they have decided to postpone it for 2008. They would like to be able to hold the conference in one of the local universities so people coming from other areas of the state would be able to utilize the dorm facilities. I got very excited over his excitement when speaking to him over the phone and would love to be able to help them. Since I am still trying to learn more about PAACE and how to serve as the ESL chair, I decided to ask for your input. How do you think we could help them?

Workforce (KayLynn Hamilton): electronically submitted: The Workforce Division will work with the ABLE Workforce Education Research Center (WERC) to coordinate a Workforce Education pre-conference at COABE 2006. We are in the early stages of planning/gathering information about and for the event. Amy Wilson will be contacting Ellen McDevitt shortly so that we can begin following the proper procedures. If you or anyone that you know would be interested in helping with this planning, please let me know.

CEA/Higher Ed (Mary Anne Varacalli): electronically submitted: A committee from the CEA/PA Board has been formed to plan a 2 day conference for Higher Education. It will take place March 29-30, 2007 at the Regional Learning Alliance in Cranberry PA in the Pittsburgh area.

Dr. Alan Black, an international presenter, has been confirmed for the first day of the conference. His focus is on leadership, communication, team building and creativity in the educational sector and the workplace.

A second presenter is being considered for the second day of the conference.

Family Literacy

TLC (Kim Roush) –

Tutors of Literacy in the Commonwealth has moved our location and also changed our website and e-mail addresses. The website is not fully up and running yet, but the old website is still set-up. The new information is as follows:

925 West College Ave

State College, PA 16801

tlcliteracy.org

literacy@tlcliteracy.org - TLC's main e-mail

kim@tlcliteracy.org - my personal e-mail

The phone number and fax have not changed.

Legislative (JoAnn Weinberger):

Electronically submitted:

Regarding the U.S. Senate Bill S. 3521, an amendment to the Budget Resolution process that would have enabled cuts through the budget reconciliation and domestic discretionary spending, PAACE signed on to a joint letter urging Senators Santorum and Specter to say "No."

Professional organizations and advocacy groups across the Commonwealth, spearheaded by the PA Welfare Coalition, signed on.

The conference committee on the reauthorization of the Workforce Investment Act has yet to be named. Due to issues in parts of the bill not having to do with adult education (e.g. block grant for some programs and provision that faith-based organizations could discriminate in hiring based on religious affiliation), there is some skepticism as to whether compromises will be reached before the end of the Congressional session in December.

The Appropriations process at the Federal level continues. At this point, both the House and Senate have recommended level funding for adult education; for Even Start, the House level is \$70 million--the Senate level is \$0. September will be an important advocacy month.

JoAnn asked that we discuss a couple of questions she has regarding being a PAACE board member. She is particularly interested in this as we approach WIA reauthorization. Who has what freedom to act as a PAACE board member? And What happens if PAACE membership best interest is not in the best interest of the bureau?

Corrections Ed

Nominations/Elections

Strategic Planning

Awards

Communications

Bylaws

Membership (Suzanne Webster): 290 Membership postcards were mailed in early June. I received two emails from members whose expiration dates hadn't been updated on the latest spreadsheet and had less than a dozen returned cards. A few new/renewal memberships came in. Hopefully a membership campaign later this fall will garner some activity in anticipation of the COABE Conference.

Lori Keefer's intern completed the project of gathering the four-digit zipcode extensions. I'm putting that information in the master spreadsheet which will be sent on to Scot.

Suzanne emailed Debbie a couple of days ago that her president's letter didn't have her new contact information. She came up with a new membership card that was similar to the ones that we have had in the past. Suzanne sent out about 40 postcards for people who were due to renew in September.

JoAnn asked how many members we currently have. Suzanne is waiting until the end of August to purge the membership files because the postcard that was sent stated that the member had until

the end of August to reply. Suzanne estimates that there will be approximately 600 members once all of the records are purged.

Kim mentioned that she heard that Julie Manning was no longer with the prison. We are looking for confirmation of this to see if we need a new corrections representative.

ABLE Representative Post Secondary Representative

PDE Libraries (Eileen Kocher): electronically submitted: The Advance State Literacy Resource Center has been renamed the ABLE Resource Center. This is to comply with the Bureau of ABLE's initiative to unify the literacy programs and agencies in the state. Our mission is taking a new direction, too. The collection will focus on being a "clearinghouse for research in adult literacy". I am slowly adding more research-based and teacher-training books and materials, while phasing out the student materials. But one thing has not changed and that is my commitment to provide the best service and assistance that I can to the adult education community.

The ABLE Resource Center (AdvanceE) web site has been re-organized to provide more adult education information directly to your desk top. Since the ABLE programs and agencies are so geographically spread out, my goal is to bring the Resource Center to you. I will be working on making the collection and other relevant information more accessible through the web site and occasional emails. The web site address is www.able.state.pa.us/advance.

Included below is information from other Commonwealth Libraries reports that I thought would be of interest to this group.

Treasury's Financial Literacy Program for Public Libraries

Pannebaker met with Treasury staffers to look at what they have been working on since our last meeting in April. They are developing financial literacy activity programs aimed at children in K-2, 3-6, and 7-12 that could be done by children's librarians that would promote good money habits. Topics include saving, planning, and budgeting. Each program for the elementary aged children will have a book the librarian can read and then an activity that will take about 30 minutes. All the programs will have a take home piece to help parents so some follow up activity. Pannebaker suggested having an article for the teens to read or be read to tie it the reading aspect. They would like to send a prototype for review by a couple of librarians for their comments and suggestions. It is hoped that they will have the set of programs ready for distribution at the September District Library Consultants meeting.

One Book, Every Young Child connects early exposure to books to early literacy skills. This is a collaborative effort of Pennsylvania's libraries, museums, early childhood education organizations, and public television stations. It uses the "one book, one state" model to communicate to adults with children in their lives how the development of early literacy skills - through interactive experiences with books and stories - is critically important to a child's success in learning to read. The children's picture book, *Inside Mouse, Outside Mouse*, by

Pennsylvania author and illustrator Lindsay Barrett George, was selected to launch the first *One Book, Every Young Child* campaign in 2006. *One Book, Every Young Child* kicked-off in April, 2006. Ms. George visited eight areas of the state to tell her story of the creation of the book and conduct drawing sessions for children and adults. Original artwork from the book was exhibited in libraries and museums around the state. The Pennsylvania Center for the Book selected *Inside Mouse, Outside Mouse* as a [2004 Baker's Dozen Best Books for Family Literacy](#) . We also feature this book as a [Family Fun Night](#) session and provide [resources](#) to support the use of this book in families, libraries, and early childhood education programs. The 2007 author will be Suzanne Bloom. The 2007 kick-off will be in March so libraries will have all of April to do programming. Some new things for 2007 will include a piece for parents, producing bookmarks instead of buttons, and getting the book order form out to a wider audience. To read more go to <http://www.pabook.libraries.psu.edu/OneBook.html>

Commonwealth Libraries is pleased to announce the launch of the Access PA statewide virtual reference service, **Ask Here PA**. *Ask Here PA* is Pennsylvania's new statewide live chat reference service and will be available to the Public on September 7. *Ask Here PA* is a free service to all residents of Pennsylvania, offering live chat reference 24 hours per day, 7 days per week. "We'll be here to help you get answers to your questions, any time and anywhere you have Internet access. Unlike other "expert" sites on the Web, there is no charge to use our service. We'll be doing what libraries have always done best -- quickly getting you the accurate, unbiased information you need." To read more go to <http://www.askherepa.org/>.

Budget/Finance

Old Business

New Business

September 18th is the deadline for PAACE News.

Mary made a motion to adjourn. Tana seconded. Meeting adjourned at 11:17.

Minutes electronically submitted by

Lori Keefer

Board secretary