

PAACE Board Reports February 2010

President's Report

Hello Everyone,

Attached is the agenda for our conference call Board meeting on Tuesday, February 9 (10AM-12PM). To attend the Board meeting please

Call: 1.866.740.1260

Access Code: 2792744 #

Also attached is my annual report. It felt odd to write it and to reflect on all of the activities of the year.

You have a great Executive Committee that will be stepping into place soon. So I foresee very exciting years ahead for PAACE. I feel that Lori will do an excellent job in her new role. Monica continues to offer the right amount of guidance as the OD. I also want to acknowledge the "old" guard who still came forward to offer support in all of the work that PAACE has engaged. Continuing to communicate and work with the Bureau of ABLE brings it challenges but the benefits are great. I want to acknowledge their hard work as well.

Lastly, I want to thank everyone for all of the work they gave to all of the Board activities this year. I appreciated your time, energy and professionalism. The collective wisdom of this group is formidable and truly is one that needs to be exploited for of course the good of adult education. It is always the membership and their needs that should drive the work of PAACE.

Thank you all for this great professional opportunity!

Respectfully submitted,
Diane

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Annual Report
Diane Inverso
February 9, 2010
Annual Report

First, I want to say it has been an honor serving as PAACE president. The board has been an ever changing group this year. It's been a pleasure working with all of you.

Activities of the organization over the past year, from the President's perspective:

Organizational Director: Work with Monica Shields of Pittsburgh, to provide operations services to PAACE (called "Organizational Director"). I am very pleased with Monica's work, especially in connection with helping me with keeping PAACE a stable organization. She continues her excellent work of conference planning. I recommend renewal of her contract. I discussed this with the Executive Committee on February 4, 2010 and they will be presenting to the Board their ideas and plans for renewing Monica's contract. Board approval will be solicited by Lori Keefer at the March Board meeting. I worked closely with Monica to resolve or align all fiscal and legal needs of PAACE.

Strategic Plan: Led by 2nd Vice-President Cheryl Hiester, the committee aligned with their planning with the strategic plan.

Advocacy: Worked with the Legislative Committee in advocating the needs of our community during the state budget impasse. Corresponded with the membership to gather information via poll around the state of adult literacy programs as the state budget impasse made its detrimental effect on our services. I shared the survey information with the Bureau of ABLE and some local Press and other non profits that were in the same situation. Attended rallies to raise the concerns of adult educators.

Visited with legislators in Harrisburg and either spoke to staff or shared literature.

I sent out correspondence(s) to the Governor expressing our concerns for the pending cuts. I sent numerous emails to state and federal legislators to continue to educate our policy makers of the work of adult education practitioners.

Corresponded with the Governor over his future budget plans and how this may impact adult education funds.

Corresponded with all of the Gubernatorial candidates to introduce PAACE and the concerns of adult education practitioners.

Set up and publicized an online petition around the Tuition Relief Act.

Representation: Presented the Larry Goodwin Award at the Bureau of ABLE's Success Stories event in May 2009. Corresponded by e-mail and letter to institutions, government officials, sponsors, and others on behalf of the organization. Wrote quarterly President's messages for *PAACE News*. Maintained communication with the Director of the Bureau of ABLE and the Deputy Secretary for Postsecondary and Higher Education.

Conference: Offered guidance, advice, and oversight based on experience as the 2009 Conference Program Chair and on the conference budget as approved by the Board.

Fiscal Affairs: Worked with the two Treasurers and Organizational Director to develop a process for receiving, depositing, expending, reporting, and recording revenues and expenses.

Research: Spoke with Sheila Sherow, Research Committee chair, to discuss formulation of a research question and the direction of this committee and their task.

Leadership: Worked with virtually every member of the Board to support the efforts of their Board position. In particular, I worked with Treasurer, Communications, Legislative, Membership, Nominations, and Research Committees. The Board this year sustained many vacancies. I worked hard to fill all of those spots with new member. Proposed for Board approval a Workforce Development Division Chair; all of Geographic Region Representatives; Treasurer; 2nd VP; Corrections Chair; Membership Chair; Technology Chair; and Communications Committee Chair. Worked with all of the new Board members to orient them to their positions. Invited Sandra Edmunds to join the Board. Planned agenda for and presided at all 12 monthly Board meetings. Held Executive Committee conference calls prior to all Board meeting. Reviewed all minutes of Board meetings. Conducted all PAACE business in accordance with our Bylaws and according to basic parliamentary procedure. Processed with Board, the revision of The Operations Manual. Edited a draft of a new Operations Manual. Coordinated the process for allowing the Bylaws to become revised. Did multiple posting to the Members listserv to keep them updated particularly during the State budget impasse. Worked with Board members to update PAACE information, literature and website.

1st VP Report: I will be on the call on Tuesday.

PAACE 1st VP year in review:

The major responsibility for the PAACE 1st VP is to coordinate the logistics for the annual conference. To that end, I worked with many people, especially Monica, to prepare for the 2010 conference. The major thing that was done was moving the conference venue and date, due to adult education budget cuts and timing due to the state's delay in passing a budget. After considering a couple of options, the Penn Stater Conference Center was chosen to host the conference in June instead of February (date chosen primarily on availability in late spring).

Verizon was asked to be the honorary chair for the conference and donated \$15,000 for this honor. Byron Pitts, CBS national news correspondent, was chosen to be the keynote speaker. David Rosen, Art Ellison, and Dr. Beverly Ford will be featured speakers at the conference as well. Thank you to JoAnn and Bootsie for making two of these possible. While preparing the conference budget, we looked for ways to save significant amounts of money.

Followed the conference planning timeline (adjusted for later conference) and have been on schedule with all activities.

Participated in monthly executive committee conference calls as well as monthly (or close to it) meetings with Monica about the conference. I contributed articles for the PAACE news.

I helped to locate people to fill vacancies on the board.

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PAACE 2nd Vice President Annual Report

PAACE Mission: PAACE is a nonprofit educational association whose mission is to enable its diverse members to help adults achieve educational goals, to exercise leadership for adult education, and to advocate lifelong learning as vital to economic security and social equality.

Submitted by: Cheryl Hiester

I was asked to complete the term of second vice president, Henry Wardrop, in August, 2009. Prior to that, I served the board as the Workforce Division Chair. The first thing I did was to review the second vice president's job description in the by-laws. I have spent an average of five hours each month on PAACE activities.

Section 7. Second Vice President. *The Second Vice President serves a one-year term and, in the absence of the First Vice President, assumes all duties and functions of the First Vice President. The Second Vice President shall also coordinate the work of the Directors of the Program Divisions and the Representatives of the Geographic Regions, monitor and update the strategic plan, as needed, and perform such other duties as assigned by the Board. The Second Vice President succeeds the First Vice President for a one-year term.*

Since it is the role of the second VP to coordinate the activities of the program divisions and the regional representatives, I then reviewed the board descriptions for these positions.

Section 6. Membership in Program Divisions and Geographic Regions. *Members of the Association shall be divided by individual choice into Program Divisions and Geographic Regions. Each member, in accordance with procedures for new and renewed membership, may designate one or more Program Divisions and one Geographic Region of primary interest.*

Section 7. Program Divisions. *Each Program Division shall select a chairperson who shall serve as a voting member of the Board of Directors for a three-year term with the option of a second three-year term. If the Division selects co-Directors, these individuals may cast only one vote on behalf of the Division. A person selected as Program Director shall also develop an annual budget for submission to the Board of Directors. Each Program Division may develop such committees as is necessary to carry out its activities, including selection of other officers, provided that the activities are consistent with the Articles of Incorporation and the Bylaws of the Association and do not in other ways interfere with the affairs of the Association. The Board of Directors may review and request that Directors of the Program Divisions provide a rationale for development of such committees and the appointment of committee members.*

Section 8. Geographic Regions. Each Geographic Region shall elect every third year a Representative who shall serve as a voting member of the Board of Directors. A person elected as Representative may serve a maximum of two three-year terms. Each Geographic Regional Representative shall develop a budget for submission to the Board of Directors. Each Geographic Region may develop such committees as is necessary to carry out its activities, including election of other officers, provided that the activities are consistent with the Articles of Incorporation and the Bylaws of the Association and do not in other ways interfere with the affairs of the Association. The Representatives of the Geographic Regions may select and appoint committees and committee members. The Board of Directors may review and request that Representatives of the Geographic Regions provide a rationale for development of such committees and the appointment of committee members.

What I learned from reviewing the by-laws and my personal experience as a program chair is that the 2nd VP needs to provide leadership in defining our roles and establishing goals that align to the PAAACE mission and strategic plan. The following Division Goals were distributed to the board. These goals could easily be goals for the regional representatives as well. These goals will serve as a model for the incoming 2nd VP as my role will change at the PAAACE annual meeting in February when I will fill the position of 1st Vice President of PAAACE.

PAAACE Division Goals for 2009-2010

Submitted 1/04/2010

PAAACE Strategic Plan 2008-2011

MISSION

PAAACE is a nonprofit educational association whose mission is to enable its diverse members to help adults achieve educational goals, to exercise leadership for adult education, and to advocate lifelong learning as vital to economic security and social equality.

ADVOCACY

Goal: Increase adult education advocacy efforts and visibility at the state and national levels.

Objectives:

- Provide PAAACE members with timely information on state and national adult education issues.
- Provide opportunities for adult educators to become more active in advocacy efforts.
- Establish and/or maintain relationships with state and federal public officials.

Action items:

Information about legislative alerts, the PAACE petition in response to the PEL report

Emails to members about advocacy efforts

Advocacy workshops, Advocacy sessions at conference

Meetings with legislators at the local levels

Established a cooperative relationship with the PA Commission on Community Colleges.

Division Advocacy Goals for 2009-2010

1. Division Chairs will monitor local, state and national items related to adult education and keep the board and members apprised through board updates and member updates.
2. Division Chairs will work with the PDC's to stay current with trends and expectations for the field.
3. Division chairs will communicate with the legislative chair to keep apprised of trends and issues that impact their division.

MEMBER SERVICES

Goal: Expand membership base and increase member participation in the organization.

Objectives:

- Educate the adult education community about PAACE member services.
- Expand opportunities for communicating and community building.
- Develop communication channels to solicit input from PAACE membership.

Action items:

PAACE conference session about serving on the board

Need to develop a marketing plan

Need to form a communication plan

Division luncheons at conference

Division Chair Member Service Goals for 2009-2010

1. Division Chairs will encourage participation in the division luncheons at the conference.
2. Division Chairs will seek feedback from the division membership to determine how the division could best serve the group.

BOARD DEVELOPMENT

Goal: Strengthen the effectiveness of the board of directors.

Objectives:

- Develop methods and materials to recruit and orient new board members.
- Develop a board operations and policy manual.
- Provide activities aimed at building board team and meeting effectiveness.

Action items:

Board operations manual to be in draft form Spring 2009

Held a board training on being a board member

PAACE conference presentation on becoming a board member

FISCAL AFFAIRS

Goal: Strengthen PAACE's financial position to assure resources are available to meet initiatives.

Objectives:

- Establish and maintain a budget development process that matches PAACE's resources to the organization's strategic plan.
- Develop a budgetary process that assures timely, accurate, and easily understood financial reports to board members.
- Analyze short- and long-term investment opportunities.

Action items:

Discussions about PAACE's fiscal position and investment options.

Transferred accounts to interest-bearing checking and money market accounts.

Develop processes for accounts payable, accounts receivable, and bookkeeping.

Secure state sales tax exemption and apply for rebate.

PROFESSIONAL DEVELOPMENT

Goal: Identify and provide quality professional development opportunities in adult education.

Objectives:

- Stage an annual conference, the content of which reflects current knowledge, practice, and developments in the broad field of adult education.
- Promote research in practical areas of adult education.
- Establish partnerships with other organizations to expand professional development opportunities for members.

Action items:

2009 conference

Discussions about the possibility of research grants

Partnering for the research conference aligned with the PAACE conference for 2010

Division Professional Development Goals for 2009-2010

1. Division Chairs will solicit proposals for PAACE Conference.
2. Division Chairs will recommend readers and read proposals for conference selection.
3. Division Chairs will seek feedback from the membership to determine the professional development needs of members related to ABSE, CHE, TLC, ESL, Workforce Development, Family Literacy and Corrections Education.

Expectations of Division Chairs

1. Attend monthly PAACE board meetings.
2. Facilitate the PAACE Conference Division Luncheons.
3. Submit monthly activity reports to PAACE Board President.
4. Assist the conference planning committee in selection of division related workshop proposals.
5. Support PAACE by focusing on the division goals, reviewing and updating the goals and participating in the activities that will help PAACE achieve these goals.

PAACE Divisions

Adult Basic and Secondary Education (ABSE)

This division represents those involved with adult basic education and GED instruction. It seeks to respond to the needs of membership through professional development, networking opportunities, and other forms of communication. Curriculum, instructional methods, instructional media, and distance education are among the focal points of this group.

Division Director: [Bootsie Barbour](#), (814) 878-2008

Continuing Higher Education (CHE)

This division represents both public and private, two- and four-year colleges, universities, and technical schools that serve students through a variety of undergraduate, graduate, technical, professional development and enrichment programs. This division provides academic, instructional, and administrative service professionals the opportunity to network; exchange ideas and information; strengthen and improve the quality of programs and services; and participate in professional development activities. The CHE Division is affiliated with the Continuing Education Association of Pennsylvania (CEA/PA). For more information on CEA/PA, go to www.ceapa.org.

Division Director: [Mary Anne Varacalli](#)

Literacy/Tutors of Literacy in the Commonwealth (TLC)

Established in 1981 as a special interest division of PAACE, [Tutors of Literacy in the Commonwealth](#) (TLC) is the statewide organization of adult literacy providers. The members share a common mission--that of providing one-on-one or small-group literacy instruction to adults in our state through a network of trained volunteer tutors. TLC supports this mission by providing meetings, conferences, networking, and training throughout the state.

Division Director: [Kim Rossman](#), (814) 867-0203

English as a Second Language (ESL)

The primary focus of this division is to act as an advocate for ESL instruction within the larger context of adult education. In addition to presentations at the Midwinter Conference, staff development activities are offered throughout the year. The ESL section offers networking opportunities for members and acts as a resource for all new practitioners entering the field.

Division Co-Director: [Susan Adams](#), (215)400-2100 ext. 2218

Division Co-Director: [Martin Senger](#), (814)451-5610

Division Co-Director: [Cathie Whitmire](#), (814) 455-0212 ext. 330

Workforce Development

The mission of this division is to encourage the continuous improvement of adult education related to the needs of the Pennsylvania workforce. The division represents adult educators engaged in the preparation, delivery and evaluation of workplace continuing and basic skills education. The division focuses on providing these workforce development professionals with opportunities to share best practices in the adult education community to meet the globally competitive needs of the Pennsylvania workforce.

Division Director: [Tim Shenk](#), (717) 606-1793

Family Literacy

The mission of the Family Literacy Division is to provide a unified voice for Family Literacy practitioners across the state. Division activities include networking, advocacy, and professional development opportunities, which focus on breaking the cycle of poverty and illiteracy through Intergenerational means.

Division Co-Director: [Lori McMonigal](#), (717) 248-4942 ext. 112

Division Co-Director: [Katherine Vastine](#), (570) 523-1155

Corrections Education

This division seeks to provide support, advocacy and a resource for the unique professional development needs of those adult educators working within a corrections environment. It also seeks to create and maintain a more comprehensive identification with the adult education community at large, and, in the process, generate an accessible avenue for the cultivation and interchange of ideas and methods.

Division Director: [Kathy Pavel](#), (724) 938-3241 ext. 417

See full list of PAACE board members, including program division directors on the [Board Members page](#).

Western Regional Rep/Treasurer's Report

Below are my duties for both Western Representative and Treasurer for the previous year 2009.

Western Representative:

- Coordinated advocacy materials for the PAACE 2009 conference
- Co-Facilitated an advocacy workshop for the PAACE 2009 conference
- Met with regional staffers from Senator Casey and Senator Specter's offices to encourage inclusion of adult education in stimulus legislation
- Sent emails to western region members to encourage advocacy activities and follow up on legislative announcements from JoAnn
- Consulted with Marcia and Lynne about materials for their transition to their role as Western Regional Representatives.

Treasurer:

- Transitioned from Western Representative to Treasurer in August 2009. My thanks again to Bill and the executive committee for helping me get up and running in the new position.
- Reconciled accounts for previous year
- Opened new PNC accounts for ease of physical access for current and future treasurers and executive committee members
- Investigated merchant services and security concerns of credit card processing. Transitioned credit card processing services to new provider (PNC) to free up money from potential security concerns.
- Created organizational budget for 2010 (attached)
- Attached is the Statement of Assets and Liabilities as of 12/31/09 and the Profit and Loss statement for 2009.

I will be on the call on Tuesday.

Thanks

Alexander Dow
Downtown Center Manager
Greater Pittsburgh Literacy Council

Eastern Regional Rep Report

- Worked with Diane, Lori Keefer, Tana, Jo Ann, Katherine Vastine, Danielle and Sara on developing promotional/advocacy materials, which are due to be posted to the website in early 2010.
- Worked with Diane, Katherine, Danielle and Sara on ideas to increase membership. We focused on revamping the existing brochure and bringing Linked-In to the membership.
- Joined the Southeastern Pennsylvania Coalition for Essential Services and encouraged, via email, members in my region to join as part of an effort to address adult education budget concerns.
- Attended two rallies in Delaware County and a press conference in Harrisburg to address adult education budget concerns; encouraged, via email and telephone, members in my region to attend.
- Met with an aide to Senator Farnese to address adult education budget concerns.
- Gained an introduction to Senator Pileggi as part of an effort to develop a proactive relationship.
- Reported to Cheryl my activities and plans as they relate to the PAACE Strategic Plan 2008 - 2011.

I will be on the call on Tuesday.

Respectfully submitted,

~S

Shawn Barnum

Eastern Regional Representative

PAACE

and

Program Manager - Community Based Adult Education

Information Services Manager

Center for Literacy

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Philadelphia, PA 19143

Workforce Division:

* Recruited volunteers to serve as PAACE proposal readers and encouraged the submission of Workforce presentations for the PAACE conference.

* Co-chaired the South Central Adult Education Coalition and served on the South Central WIB. Disseminated information to the region regarding workforce initiatives. Initiated websites for the South Central and Lancaster workforce regions to streamline communication between the WIB and ABLE providers.

* Made connections with the Project Manager for the *PA Center for Advanced Manufacturing Careers*.

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Annual ESL Division Report

This year the Co-Directors of the ESL Division have:

worked to keep the field updated on statewide and national advocacy efforts

- ⇒ **contacted state and federal legislators to address budget concerns**
- ⇒ **submitted articles for PAACE News regarding on-going activities**
- ⇒ **hosted the ESL Division Luncheon at PAACE 2009**
- ⇒ **solicited, read, and rated proposals for PAACE 2009**
- ⇒ **contacted members to be proposal readers for PAACE 2010, and forwarded the names to Lori K.**
- ⇒ **participated in various trainings related to the field, passing on pertinent information to colleagues**
- ⇒ **continued to reach out to the field in innovative ways: Susan has set up a “College for a Day” program for later this spring, with a Philadelphia community college, to aid adults in transitioning and college enrollment. She is also working to support learners in finding and accessing health services and inoculations. Martin and Cathie are facilitating the ESL Shareholders of the Lake Erie Region, a group of ESL parents, plus K-12, adult, and higher education providers. They are coming together on a monthly basis to share ideas, concerns, and information relevant to the ESL community in the Erie area.**

Susan, Cathie and Martin will be on the call on Tuesday.

Respectfully submitted,

E. Cathie Whitmire

ESL Division Co-Director

Research Committee

During the last year, the Research Committee explored and reported on several different research possibilities—this included three meetings about PAACE research projects with PDE and higher education partners, and a cost analysis for different types of projects.

While the Board seems to support research as an item on the PAACE agenda, the remaining question is whether or not to spend the money on research at this time of financial uncertainty.

I plan to be on the call on Tuesday.

Sheila

PAACE - Technology Committee Annual Report – 2008/2009

I will be on the call on Tuesday.

As Chair of the Technology Committee, I moderated the listserv, made updates to the website, make recommendations on use of technology to conduct business, and troubleshoot technical issues during the RFP and conference registration process, as well as the annual membership renewals.

I worked closely with the former Technology and Communications Chairs to review and redistribute the duties of both positions as needed.

I recommended the increased use of webinar technology as a venue for meetings when travel is difficult. This year's annual meeting will be presented to the membership via webinar due to the changed date for the annual conference.

I collaborated with the Membership Committee Chair and additional board members to develop innovative ways to engage the membership through technology. There were two areas designated for development:

- a presence on the social networking site, LinkedIn, which I actively maintain
- short webinars with guest speakers on topics such as health literacy, presentation skills, improving in-house publications, etc.
- Sara

Commonwealth Libraries Rep Report

I have communicated the activities and concerns of PAACE to Commonwealth Libraries staff.

I will not be on the call on Tuesday.

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Western Regional Rep report

We've forwarded JoAnn's e-mails to the western region members. We've discussed issues of participation/membership with members of the Adult Ed WIB coalition.

Marcia Anderson
Lynne Watson

TLC Annual Report

TLC has shared PAACE news with the literacy field by disseminating information through an Adult Literacy Tutoring Programs list serve as well as a list of Adult Literacy division members. TLC has communicated the fact that TLC is the Adult Literacy Division Chair for PAACE and has asked that division members share concerns and suggestions about /for PAACE.

TLC has recruited proposal readers and sent out requests for proposals.

TLC has participated on the Awards Committee as well as the Research Committee.
I will be on the call on Tuesday.

Respectfully Submitted,

Kim

TLC now has a Blog!

<http://tutorsofliteracy.blogspot.com/>

Help TLC raise money by shopping at <http://www.iGive.com/TutorsofLiteracy>
AND searching online at <http://www.iSearchiGive.com/TutorsofLiteracy>

Membership Chair Annual report

The past five months I've:

- learned the necessary functions in the GiftTool system to update and troubleshoot membership
- researched similar organizations to discern why people would join; documented six concepts
- collaborated with Sara W on two of the six designated areas: networking and professional development
- bounced ideas back and forth with several members of the board to boost membership and contend with potential membership shortfalls
- composed renewal email blast
- fielded membership inquiries
- updated the membership brochure and helped Shawn B with advocacy materials
- finally spoke with Suzanne about glitches and idiosyncrasies of the position/duties/maintenance system
- launched the advocacy post card campaign at my agency

At this writing we have 288 active members, with 61 members pending.

I'd like to thank Diane, Lori, Monica, and Sara for all of their help and guidance through my transition.

I will be in on the call on Tuesday.

Respectfully submitted,

-D

Danielle Blanchard - Krane
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Legislative Monthly and Annual Report

I will be on the call on Tuesday and on the webinar presenting an Annual Report and pep talk.

Monthly report:

In January, the Governor announced that 1% of the adult and family literacy line item, \$177, 000 would be held in budgetary reserve due to lower than expected state revenue. The Bureau has sent individual letters to adult education providers with the impact on their individual allocations. The Governor has also stated that there may be another budgetary reserve due to even lower than expected state revenue.

On the federal side, President Obama announced his proposed budget for 2011 on February 1. For the state grants for adult literacy, he proposed \$612 million, a reduction from the 2010 line item of \$628 million. The English Language/Civics allocation would continue at \$75 million. The line item for Even Start, the federal family literacy program, would be eliminated and combined with 11 other federal programs.

To “Spur Partnership and Innovation in Vocational Rehabilitation and Adult Education,” the President seeks \$60 million in innovation funds to support seamless delivery of services and improved outcomes for people with disabilities and adults seeking basic skills. Under a new Partnership for Workforce Innovation, the Departments of Education and Labor will coordinate their innovation grants and work with other Federal agencies to break down program silos and to build and share evidence of what works.

Re TANF, the Obama Administration’s budget proposals for fiscal year 2011 would extend TANF as is for one more year (the authorization is set to expire on October 2010) but with new funding. The proposed new funding includes a \$2.5 billion “emergency fund” and a \$500 million “Fatherhood, Marriage and Families Innovation Fund.” The \$3 billion proposed for these two funds represents about a one sixth increase in federal TANF spending, a significant anti-poverty investment. However, a larger anti-poverty investment is urgently needed as family poverty is now so common – the child poverty rate reached 19% in 2008 and certainly climbed higher in 2009.

The proposed \$2.5 billion TANF emergency fund for FY 2011 would basically extend for one more year the emergency fund created by last year’s ARRA legislation for FY 2009 and FY 2010. However, reimbursement rules would change to incentivize use of emergency funds for subsidized employment. As under ARRA, states with increased TANF caseloads or increased expenditures on short-term non-recurring assistance would be eligible for 80% reimbursement up to their maximum emergency fund allotment. However, states with increased expenditures for subsidized employment would now be eligible for 100% reimbursement for those expenditures (and 80% reimbursement for increased spending on work-related and support services) up to their maximum emergency fund allotment.

The proposed \$500 million “Fatherhood, Marriage and Families Innovation Fund” (FMFIF) would replace the existing Healthy Marriage and Responsible Fatherhood program that has been funded at \$150 million a year. FMFIM would be divided into two equal funding streams supporting three-year competitive grants to states, \$250 million for responsible fatherhood projects and \$250 million for projects to assist custodial parents with “serious barriers to self-sufficiency.”

For 2010-11, the Governor will announce his budget on February 9. I doubt that I will have the information for our meeting, but I will try.

Annual Report:

Major activities included:

- Emailing 33 messages to members with information and/or requests for action on topics ranging from updates on the state budget impasse and budget line item, Even Start appropriation level, reauthorization of WIA, and federal appropriation for WIA Title II.
- Being the spokesperson for adult and family literacy at three rallies/press conferences, including a statewide one on the steps of the Capitol in Harrisburg.
- Responding to members' requests for clarification and thanking members with whom I corresponded for their efforts.
- Drafting letters for the President to send to the Governor and state legislators regarding the budget.
- Preparing the message for the "I'm on wait list" and state appropriation postcards and sending them to all adult and family literacy programs.
- Staying informed on issues through the PA Budget and Policy Center, the national network of Single Point of Contacts that the State Directors of Adult Education established, the Southeast PA Coalition for Essential Services, and Coalition for Low Income Pennsylvanians (CLIP). This includes participation in meetings and conference calls.
- Working with the regional representatives so that the members in their regions receive reminders and support for follow-up to the messages sent to the field by the Legislative Chair.
- Assisting Shawn in the preparation of advocacy materials to be posted on the PAACE website.
- Submitting updates for each issue of the PAACE newsletter.

- Developing the WIA Reauthorization priorities survey and working with Andy Doren who put it into Survey Monkey. 112 members responded. By the Annual Meeting, the survey will be analyzed, and a report to the field and draft letter to the Pennsylvania delegation will be prepared.

JoAnn Weinberger
President/Executive Director
Center for Literacy
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Philadelphia, PA 19143

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Family Literacy Division Annual Report

- Recognized Susan Pannebaker at the 2009 PAACE Conference for her support to Even Start and Family Literacy programs across the state of Pennsylvania.
- Encouraged family literacy practitioners to submit proposals
- Hosted the PA One Book Author at the 2009 conference
- Recognized four programs at the 2009 conference with Goodling Best Practice Awards during the Family Literacy Division Luncheon
- Supported the Ronald McDonald House of Hershey through a service project at the 2009 PAACE Conference.
- Promoted the Week of the Young Child over the PAACE list serve and newsletter
- Promoted the Kick-off of the 2009 PA One Book Campaign over the PAACE list serve and newsletter
- Voted to support that PAACE sign onto a letter of support to preserve funding for Even Start
- Promoted Adult Education and Family Literacy Week over the PAACE list serve
- Requested and promoted that the Governor sign the 2009 Proclamation declaring November 1st as Family Literacy Day across the state of Pennsylvania
- Both Family Literacy Co-Chairs are participating on the PAACE Awards committee
- Promoted the new conference dates and encouraged practitioner participation for the RFP process

Katherine and Lori will be on the call Tuesday.

Central Regional Rep Report

Created a regional Google Group to share advocacy information and promote communication and sharing

Assisted with review and editing of PAACE Operations Manual

Requested member action on several advocacy efforts, collected responses from legislators, and sent follow-up responses in some cases

Actively promoted the use of NCL Advocacy materials and tools as well as the Adult Education and Family Literacy Week in October 2009

Posted PAACE Conference call for proposal announcements on five NIFL email discussion lists, answered questions posed by list members, or referred them to conference planners

Mary Mingle

Central Northeast Professional Development Center

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[New CNEPDC Web Site](#)

Central Intermediate Unit #10
<http://ciu10.schoolwires.net>

Corrections Ed Report

I will be unable to attend the meeting as I will be on vacation.

Kathleen Pavel
ABLE Coordinator/Corrections

Constitution/ByLaws Report

I believe that the By-Laws are good to go to the membership for vote this month. Thank you to everyone for your help and patience these past several months in bringing this to closure.

I will be on the conference call this Tuesday.

Also, a big "THANK YOU" to Diane for her efforts in the past year for our organization. Well done!

Talk to you on Tuesday. Stay warm and bring on the snow!

Best,

Bob

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Secretary's Report

- Composed drafts of minutes from each monthly PAACE Board Meeting
- Forwarded drafts of minutes to the President for editing; occasionally to board members for editing
- Sent minutes to the board on Friday preceding each monthly meeting
- Compiled monthly board reports and sent them to the board on Friday preceding each monthly meeting
- Sent approved minutes and reports to Communications Chair for posting to PAACEsite
- Meeting attendance

Anita Cola
Director Adult Education
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Adult Basic and Secondary Education (ABSE) Annual Report

Division Goals

Advocacy

- Coordinated PAACE 2009 ABSE Division Lunch which had Advocacy as its focus. JoAnn Weinberger facilitated a question and answer session and Advocacy material was shared.
- Sent e-mails to ABSE members to encourage advocacy activity and to follow up on advocacy issues sent by JoAnn Weinberger such as the WIA Reauthorization survey.
- Distributed and referred ABLE practitioners to the PAACE Resource “Stand Up and Be Counted”.
- Supported PAACE Advocacy and Membership information at NWPDC and SWPDC events such as the Interregional Conference and the NW Summer Institute.
- Sent out sample letters that students could use in writing legislators.

Member Services

- At the PAACE 2009 ABSE Division Lunch, member discussed ways that the division could best serve its membership. Follow up calls and a small survey ABSE practitioners all seemed to focus on providing professional development and research on quality reading instruction. In the spring, this work was put aside in favor of advocacy work which took and has had center stage. This topic will be addressed at the PAACE 2010 Division Lunch.

Professional Development

- PAACE 2009 Conference: Solicited proposals, recommended readers, read proposals for the ABSE division.
- Advertised the new 2010 PAACE Conference schedule through the ABLE Professional Development System. Used email, personal calls, and training venue
- PAACE 2010 Conference: Solicited proposals and recommended readers. Will read and evaluate proposals.
- Contacted new vendors for PAACE 2010 Conference.
- Member of the Research Committee and Awards Committee.

PAACE ANNUAL REPORTS

Awards:

Created and conducted process for selection of the Outstanding Adult Students in Higher Education.

- With committee, developed criteria for selection process**
- Conducted solicitation, selection and notification of nominees.**
- Contacted winners and their institutions that nominated them**
- Collected biographical information and photos for publication in Luncheon booklet**
- Worked with Legislative Chair to get legislative proclamations for winners**
- Worked with winners and institutional representative for conference Award Luncheon attendance and reimbursement for travel and hotel arrangements**
- Invited award winners to participate in workshop presentation after luncheon**
- Initiated “Welcome” area for awardees, guests, legislative representatives**
- Coordinated CEA/PA scholarship winners for Awards luncheon**
- Assisted with seating arrangements for Award luncheon – winners, guests, legislative representatives**

CHE (Continuing Higher Education)

- Acted as liaison between CEA/PA and PAACE**
- Attended all PAACE and CEA/PA board meetings**
- Kept lines of communication open between the 2 groups**
- forwarded job posting to both groups**
- Work with PAACE and CEA?PA membership chairs so that the correct CEA/PA member is identified also as the PAACE member**

- Notified both CEA/PA and PAAACE for conference proposal solicitations**
- Established committee to read and rate the Higher Ed proposals**
- Coordinated arrangements for CEA/PA 20th Anniversary/Past Presidents' Reception celebration at conference**
- Coordinated arrangements for CHE luncheon at end of conference**

Mary Anne Varacalli