

ADULT AND COMMUNITY EDUCATION ADVISORY COMMITTEE (ACEAC)

5:30-7:30 p.m., at Woodson High School – Room T104

Minutes

September 21, 2016

MEMBERS PRESENT:

Lois Passman, Mount Vernon District
Milan Sturgis, Springfield District
Helen (Dolly) Whelan, Dranesville District
Bryan Graham, Providence District
Yoon-Ho “John” Lim, At Large (Mr. Ilryong Moon)
Joy Kim, Student Representative*

STAFF:

Karin Williams, Director, Operations and Strategic Planning (OSPC), ISD
Amanda Redman, OSPC Staff Assistant, ISD
Sheryl Granzow, Administrator, Adult and Community Education (ACE), ISD
Bradley Rickel, Administrator, Adult High School Completion (AHSC), DSS
Ann Wyllie, Education Specialist, Adult High School Completion (AHSC), DSS
Linda Seyer, AEFLA Regional Grant Manager, ISD

MEMBERS ABSENT:

Irvin Varkonyi, At Large
Patricia Franck, Sully District

MEMBERS NOT YET APPOINTED FOR 2016-2017:

Braddock District (Sandy Evans)
Hunter Mill District (Patricia Hines)
Lee District (Tammy Derenak Kaufax) (Patricia Luna resigned August 2016)
Mason District (Sandy Evans) (Kathleen McBride retired June 2016)
At Large (Jeanette Hough) (Herbert Persil retired June 2016)

NEW MEMBERS APPOINTED FOR 2016-2017:

*Student Representative: Joy Kim. (Joy Kim replaced Michael Marrow who graduated in June 2016.)

1. Introductions

Lois Passman introduced the new student representative, Joy Kim, to the ACEAC. The ACEAC and Staff briefly introduced themselves.

2. Minutes

The August 17, 2016 minutes were approved with no changes requested.

3. Location of Meetings

The January meeting location has been relocated to Woodson HS, Entrance 13, Room T104. The updated schedule is at the bottom of the minutes. Thus, all meetings will be at one location.

4. Nomination of Chair and Vice-Chair

The ACEAC elected the Chair and Vice Chair for the FY2016-17 Committee:

- Lois Passman was nominated for Chair
- Dolly Whelan was nominated for Vice-Chair

5. ACEAC Liaisons: Community Education, Adult ESOL, AHSC Program

Adult and Community Education Advisory Committee Liaisons are as follow:

- Community Education – Dolly Whelan
- AHSC Programs – Bryan Graham
- Adult ESOL – Patricia Franck

6. Education for Independence: Status of Funding for FY 2017 - Sheryl Granzow

There are currently no updates regarding Education for Independence: Status of Funding for FY 2017. Sheryl Granzow wrote a letter to Senator Tim Kaine's office and has a meeting scheduled for September 29 to discuss the needed funds to continue this program.

ACEAC made a motion to reach out to Mr. Moon and request the full grant amount of \$80,000.00 – the committee approved the motion. Mrs. Williams and Mrs. Passman will coordinate a letter.

7. Workforce Innovation and Opportunity Act and Region 8 AEFLA Grant – Update

Linda Seyer, AEFLA Regional Grant Manager, hopes to receive an update regarding the Workforce Innovation and Opportunity Act by next meeting, October 19, 2016. The State is late on getting information out because there have been many transitions within the Virginia Office of Career, Technical & Adult Education.

8. Adult ESOL – Update on Willston Multicultural Center “Replacement”

Linda Seyer read an update from MaryAnn Cunningham Florez, Adult ESOL, about the move from the Willston Multicultural Center to the Graham Road Community Building (GRCB).

“The move to Graham Road has been completed, and we are working hard to make sure everything is in place for the start of classes on September 26. Adult ESOL will hold morning classes in 5 classrooms on the second floor of GRCB that have been cleaned. Evening classes will be held in 4 classrooms on the mezzanine level that were renovated several years ago by another program. We will share the space on the mezzanine level with Transitional ESOL High School (TEHS), which holds classes in those same classrooms in the mornings.

The majority of furniture and materials were moved on September 21. We were able, with the help of Facilities Management Personnel, to leverage workable furniture from Willston, Leis, Graham Road itself and the warehouse, as well as some additional tables purchased by ESOL Services, to cover the 5 classrooms that we have on the second floor and our second floor and mezzanine offices. The four (4) classrooms on the mezzanine level were furnished through the efforts of TEHS and ESOL Services. While we may initially have to limit our classes a little in number due to available furniture, we are hopeful in the future that we can find resources to augment the furniture.

The community response to classes in the Graham Road location has been very good, with many calls and inquiries coming into our offices. We have held testing and pre-registrations for both morning and

evening sites and have had very good turnout for both. We expect to run at least 4, probably 5 classes in the morning, and 4-6 in the evening.

We are very grateful to ISD for the funds provided to make this move possible on relatively short notice. The deteriorating conditions at Willston forced our hand and as a result of the short notice, and a lack of discretionary funds in the Adult ESOL budget, some challenges remain. For example, we will need to add to our furniture (mainly tables and chairs) to accommodate the enrollment targets that we normally require to financially support our classes (an average of 22 students per class per site is the minimum). There are also emerging infrastructure (security, custodial, technology) needs at Graham that programs using the center are being told they will need to help support. But we are glad to improve on the conditions at Willston.”

9. Adult High School Completion – GED Test Update – Brad Rickel

The Adult High School Completion staff is waiting for the State to announce the additional tests the State will offer alongside the GED test. Brad Rickel, Adult High School Administrator, mentioned the GED test will be adding additional test sites to make it more convenient for their students. Mr. Rickel highlights how the GED test is not an end-point. If students complete the GED program, they still have the option to continue their education and/or enter the military.

10. Topic Selections for Oct, Nov, Dec 2016; Jan 2017 meetings

The topic selection was selected last meeting; August 17, 2016. The topics are as followed:

- October – Adult High School Completion
- November – AEFLA Regional Grant
- December – Community Education
- January – ACE Budget

11. FY 2015-16 ACEAC Report Recommendations Update

Recommendation 1: Advise the School Board to support a viable location for the FCPS Adult ESOL Program in the Seven Corners-Baileys’ Crossroads Area of Mason District.

- **Update for Recommendation 1** – Adult ESOL classes were moved from the Willston Multicultural Center to Graham Road Community Building. The community reaction so far has been positive. There is a shortage of funds to complete the Graham Road transition.

Recommendation 2: Advise the School Board to appropriate additional funds for Adult and Community Education for a permanent counselor.

- **Update for Recommendation 2** –There has not been any further discussion for this recommendation. The staff encourages keeping the recommendation.

Karin Williams, Director of OSPC, said ACE can cost out a counselor position and encouraged the committee to reach out to Mr. Moon providing him with information as soon as possible.

Recommendation 3: Advise the School Board to appropriate additional funds for Adult High School Completion (AHSC) programs to support the new GED requirements to ensure increased pass rates for students. The School Board should encourage and support opportunities for GED staff to participate in professional development at the local, regional, and/or state level.

- **Update for Recommendation 3** – Currently, the GED staff is taking professional learning classes available online on Tuesday evenings. Ann Wyllie would like to send her staff to

additional staff development training that is not restricted to online classes. The staff encourages keeping this recommendation.

The 2016 ACEAC Staff Response will be provided on BoardDoc. Amanda Redman will provide the link when it becomes available.

12. ACE: Community Education component: Start of Classes Update, etc.

Sheryl Granzow, ACE Administrator, gave a brief update about the start of classes within ACE. The Apprenticeship and Adult and Community Education classes have increased enrollment slightly compared to previous years.

This year, the Herndon Learning Center location has experienced a higher volume of registrations compared to previous years. Currently, ACE has a waitlist for the daytime classes in the Herndon Learning Center. ACE staff is mindful of the current trend and will pay attention if there is a continuation of the trend.

Meeting adjourned at 7:05 pm

Minutes were taken by Amanda Redman, OSPC Staff Assistant.
Additions were provided by Mrs. Whelan and Mrs. Passman.

CALENDAR AND LOCATIONS FOR FY2017

3rd Wednesday 5:30 pm, except for December 2016 and May 2017 (second Wednesday)

NOTE: This is updated information about time, date, and location of ACEAC meetings.

The ACE Advisory Committee meetings will take place **from 5:30 to 7:30 pm** in the Adult High School Completion section at the back of Woodson High School **via Entrance 13 in Room T-104** on the following dates (except 8/17):

- August 17, 2016 – *Plum Center Room 148*
- September 21, 2016
- **October 19, 2016**
- November 16, 2016
- December 14, 2016 (2nd Wednesday)
- January 18, 2017
- February 15, 2017
- March 15, 2017
- April 19, 2017
- May 10, 2017 (2nd Wednesday)
- June 21, 2017

ACE ADVISORY COMMITTEE SCHOOL BOARD CHARGE FOR 2016-2017:

1. ACE [Adult and Community Education]

Assess that the ACE Career Readiness program and Adult ESOL are prepared to comply with the new components and expectations included in the 2017 AEFLA Grant as a result of the Workforce Innovation and Opportunities Act (WIOA) by providing information and guidance on specific industries and career paths to target employment needs and qualification requirements for prospective employees.

2. AHSC [The Adult High School Completion Program]

Assess the GED program and changes being proposed by VDOE. Assess the changes required in resources for successful implementation of GED or replacement exam.

ACEAC Next Meeting: 5:30-7:30 p.m., at Woodson HS, Entrance 13, Room T-104, October 19, 2016.