MEMBERS PRESENT:

Lois Passman, Mount Vernon District
Milan Sturgis, Springfield District
Irvin Varkonyi, At Large (Mr. Ryan McElveen)
Patricia Franck, Sully District
Helen (Dolly) Whelan, Dranesville District
Joy Kim, Student Representative

STAFF:

Karin Williams, Director, Operations and Strategic Planning (OSPC), ISD
Amanda Redman, OSPC Staff Assistant, 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
MaryAnn Cunningham Florez, Adult ESOL, ISD

MEMBERS ABSENT:

Mr. Ilryong Moon, School Board Liaison
Bryan Graham, Providence District
Yoon-Ho "John" Lim, At Large (Mr. Ilryong Moon)
Natasha Macon, At Large (Ms. Jeanette Hough)

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:

Natasha Macon, At Large (Jeanette Hough)

1. Minutes

The September 21, 2016 minutes were approved with no changes requested.


Lois Passman, Chair, thanked Karin Williams, OSPC Director, for drafting a letter to send to Mr. Moon regarding FY 2017 funding for Education for Independence.
MaryAnn Cunningham Florez, Adult ESOL, read an update that Sheryl Granzow, ACE Administrator, wrote in her absence:

Sheryl Granzow, ACE Administrator, and Maureen Simmons, ACE Career Specialist, met with Virginia Senator Tim Kaine’s legislative assistant (LA) regarding Education for Independence. The meeting did not produce any results other than to give ACE Staff contacts to follow up with 8th District House of Representative Donald Beyer. ACE Staff are contacting Governor McAuliffe’s office and others at the LA’s suggestion. The assistant indicated that with the elections coming up, all legislative initiatives are pretty much on hold. ACE Staff did learn that the effort to expand Pell grants to cover those who are seeking non-traditional post-secondary opportunities such as apprenticeship is not dead, but tied up in the Secondary Education Act (SEA) renewal where there are some sticking points. The SEA will be revisited when the new congress is in session. ACE staff will continue to monitor the situation.

3. **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

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

Linda Seyer, AEFLA Regional Grant Manager, currently does not have any updates regarding the Workforce Innovation and Opportunity Act. She hoped at this point she would have new information to share. The Grant will be competitive, and it seems ACE staff will not learn new information until January 2017. The State has been undergoing a lot of transitions within the office handling this topic and has hired new staff members within this office.

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

MaryAnn Cunningham Florez, Adult ESOL, touched based on the progress Adult ESOL is experiencing with the move from the Willston Multicultural Center to Graham Road Community Building. The staff has adjusted well. ACE has provided a building supervisor who has helped tremendously. Adult ESOL is continuing to get the word out in the area and is feeling optimistic.

**NOTE. PLEASE ADD NEW NUMBER OF CLASSES AND ENROLLMENTS THAT OCCURRED BETWEEN DATA IN SEPTEMBER MINUTES AND THE OCTOBER MINUTES.**

Brad Rickel (AHSC) asked if there will be space for Adult High School Completion classes.

6. **Adult High School Completion – GED Test Update**

Ann Wyllie, Education Specialist, distributed sample GED test questions and gave the ACEAC a chance to go through and answer the GED sample questions. Ann Wyllie provided a PowerPoint Presentation that showed the skills students develop through the GED Program. The presentation highlighted how GED aligns with the workforce attributes.
Brad Rickel provided a PowerPoint Presentation that highlighted the Adult High School Completion (AHSC) Program. Mr. Rickel mentioned a few process and outcome goals the AHSC program wants to accomplish this fiscal year.

**Process Goals:**

During SY 2016-17, FCAHS looks forward to the following initiatives that support the FCPS Portrait of a Graduate and FCPS Strategic Plan:

- To continue incorporating the 21st century skills of critical thinking, communication, collaboration, citizenship, and global awareness to guide reflective and interdisciplinary learning at FCAHS. (Ethical and Global Citizen)
- To continue increasing the completion rates on all FCAHS programs. (Goal Directed and Resilient Individual)
- To implement an ESOL initiative which provides access to grade level curriculum by enrolling ESOL students in grade appropriate courses. (Communicator)
- To continue increasing the number of graduates in an ACE program, an approved career and technical education training class or program, or a dual enrollment course through NVCC. (Goal Directed and Resilient Individual)
- To ensure all learners in a FCAHS program will receive appropriate career and academic advisement from an FCAHS counseling. This will enable the learner to make an appropriate decision regarding future academic and career programs. (Creative and Critical Thinker)
- To expand implementation of a web-based process to guide prospective learners through the enrollment process. (Collaborator)
- To implement academic and career learning plans for all FCAHS learners. (Goal Directed and Resilient Individual)

**Outcome Goals:**

- Ten percent (10%) or more of the graduates for the SY2016-17 school year will be enrolled in an ACE program, an approved career and technical education training class or program, or a course at NVCC.
- One hundred percent (100%) of new learners enrolling in an FCAHS program will receive appropriate career and academic advisement from an FCAHS school counselor a minimum of four times during the SY2016-17 school year.
- ABE/GED course enrollment will increase by 5% in SY2016-17 as compared to SY2015-16.
- GED pass exam rates will increase by 5% in SY2016-17 as compared to SY2015-16.
- FCAHS will increase the graduation rate by 5% in SY2016-17 as compared to SY2015-16.

Both presentations are attached at the end of the minutes for detailed information.

At the November 16 meeting, the committee will learn more about the National External Diploma Program (NEDP). It is an applied performance assessment system that assesses the high school level skills of adults and out-of-school youth. The NEDP evaluates the reading, writing, mathematics, and workforce readiness skills of participants in life and work contexts.
Ms. Wyllie provided additional names of High School Equivalency Tests that are being considered through the Request for Applications (RFA) process. The Test Assessing Secondary Completion (TASC) and Educational Testing Services (ETS High School Equivalency Test (HiSET®) were discussed at the end of the ACE staff presentations.

Test Assessing Secondary Completion (TASC) written by Data Recognition Corporation (DRC)/CTB offers 5 subject area tests. These tests include:

- Reading
- Writing
- Mathematics
- Science
- Social Studies

Educational Testing Services (ETS High School Equivalency Test (HiSET®) written by ETS offers 5 subject area tests. These tests include:

- Language Arts-Reading
- Language Arts-Writing
- Mathematics
- Science
- Social Studies

As mentioned during the meeting, the RFA will be going out or has gone out in October, 2016. All are due back to VDOE by January, 2017. Decisions will be made in January or February, 2017 to be implemented if accepted by local School Boards in July, 2017.

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

The topic selection was selected at the August 17, 2016. The topics are as followed:

- November – AEFLA Regional Grant and National External Diploma Program (NEDP)
- December – Community Education
- January – ACE Budget

Meeting adjourned at 7:30 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: 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)
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, November 16 2016.