

MAACCE EXECUTIVE COUNCIL MEETING

February 3, 2006

TAN – TAR-A Resort

Members Present: Jay Acock, Judith Dishman, Gina Ganahl, Laurel Hall, Rhonda Hamner, Michelle Hanson, Tom Haggerty, Lorene James, Jackie Jenkins, Ron Jewel, Rhonda Jones, Mary Ann Kramer, Kim Nash, Janie Robertson, Diane Schroeder, Brenda Smith, Joe Torrisi, Clay Ware, Becky Walstrom

Meeting called to order at 9:00 a.m. Welcome and Introductions.

Agenda Approved

Motion made by Jackie Jenkins to accept the MAACCE Agenda for February 2, 2006; seconded by Lorene James. Motion passed.

Secretary's Report

A motion was made by Brenda Smith and seconded by Laurel Hall to accept the October Minutes. Motion passed.

Treasurer's Report

A motion was made by Judy Dishman and seconded by Laurel Hall to approve the revised 2005 conference report reflecting removal of membership dues. Motion passed.

Discussion concerned the purchasing of membership supplies and transfer of \$10,000 from the balance to a CD as approved at the October meeting.

A motion was made by Lorene James and seconded by Joe Torrisi to approve the MAACCE Quarterly Treasurer's Report. Motion passed.

Old Business

- Organizational Budget - after discussion a motion was made by Jay Acock and seconded by Brenda Smith to have Jay Acock and Jackie Jenkins prepare a MAACCE Organizational Budget for presentation at the April 7th meeting. Motion passed.
- Motion made by Jay Acock and seconded by Gina Ganahl to approve Wendell Smith as MAACCE Historian. Motion passed. Diane Schroeder will write a thank you note to John Henschke on behalf of MAACCE thanking him for his many years of service.
- Diane passed out MAACCE letterhead to replace paper that was damaged when mailed.
- MAACCE business cards – tabled
- MAACCE website - after discussion a motion was made by Rhonda Hamner and seconded by Lorene James to approve the contract with Zing Studios to host, maintain and update the MAACCE website from, February 1, 2006 – January 31, 2007, for a cost of \$1,200. Motion passed.

- Motion made by Tom Haggerty and seconded by Clay Ware that an additional sum not to exceed \$5,000 be spent by the Publicity/Public Relations Committee for the redesign of the MAACCE website. Motion passed.
- After discussion involving website design a motion was made by Jay Acock and seconded by Lorene James that we see a draft proposal of the website redesign for presentation at the April 7th meeting. Motion passed. Clay Ware will work on the technical aspects with Zing Studios. Motion passed.
- Gina Ganahl passed out parking permits and information concerning the March 10th Executive Council Meeting at UMSL. Members will have a short business meeting and have a chance to review the MAACCE Archives.

New Business:

- Jay Acock made a motion seconded by Joe Torrisi that MAACCE support the National Council for State Community Education Association Legislation effort. Motion passed.
- A motion was made by Lorene James seconded by Jay Acock to make the following changes to the MAACCE Bylaws: 1. Section 5 B – Each category has \$1000.00 per year to use as the members see fit to further the growth of, informational resource for or promoting each respective Category. 2. ARTICLE VIII – DEVELOPMENT FUND, The MAACCE (Hovland) Development Fund Award is designed to provide MAACCE members with the opportunity to undertake a special project with some financial support for the expenses. The award may be used by itself or in combination with other resource. Section 1. Financial Support Two \$500.00 grants may be awarded each year. Section 2, Process: A. Applications MUST be received by the Nominating and Awards Committee Chair as described in the conference information for the current year. B. Project MUST be completed by the following years conference. C. Results MUST be shared in a concurrent session the year after the application is accepted and a written report MUST be submitted to the Nominating and Awards Committee Chair in the same time frame. D. The Award recipient(s) will receive the grant following the completion of the above requirements. Motion Passed.
- MOLA affiliation: Gina Ganahl reported that MOLA is not interested in being an affiliate of MAACCE at this time.

Committee Reports

2006 Conference

Laurel Hall reported on the following:

- Membership help.
- T-shirt design – sign-up sheet provided and shirts will be purchased to sell at conference
- Pre conference is being planned.
- PDC credit will again be granted and Laurel is working on addition of Graduate credit.
- Past presidents are being located for luncheon.
- Opening speaker will be: Kathleen Passanisi and closing speaker will be Kathy Peterson.
- Presentation forms have been sent out and are on the Web.
- Evaluations are designed.

- Exhibitors forms have been redesigned and are ready to mail. Fee has been lowered to \$295.00 for normal exhibitors and \$135.00 for nonprofit.
- Decorations will be purchased at end of February and Tan –Tar- A has many that we can use for free.
- A contract has been signed with Powers Entertainment to provide the “Ultimate Game Show” and to take pictures that fit the theme. CD Music and Salsa Lessons will also be provided.
- A food tasting will be provided by Tan – Tar A in April. The Past Presidents Luncheon will be a served luncheon instead of the usual buffet.
- The live auction will be held at the end of the Past Presidents Luncheon.
- John Stains will be taking pictures and the MAEL-PDC will again supply some of the technology equipment needed for the conference.

Awards and Nominations

Rhonda Hamner reported that award letters have gone out and articles have been written for newsletter. She will use the same format for MAACCE Awards Book She expressed concern that it is very expensive for the winner of the MAACCE Outstanding Educator to get to the MVAEA Conference to receive their award at the MVAEA Seven Regional Conference the following year. After discussion:

- Michelle Hansen made a motion seconded by Clay Ware that MAACCE provide conference registration to MVAEA the following year. Motion denied.
- Brenda Smith made a motion seconded by Lorene James that the MAACCE Organizational Budget Committee look into extending a fixed amount to relieve the expense up to a fixed amount to the MVAEA Conference the following year. Motion passed.

Legislative

Diane reported on behalf of Sara Beaman Jones that she has been sending out one email alert concerning the WIA as requested by directors of Adult Education. Sara has been designated as the single point of contact of the state by Art Ellison co-chair of the policy committee of the National Council for the Directors of Adult Education. LIFT Missouri has moved and all information is on their website.

Membership

Kim Nash reported that letters have been sent to former MAACCE members and that she will work hand in hand with the MAACCE Publicity Committee to publicize MAACCE.

Publicity

No report

Category Reports

AEL Directors

Clay Ware

The last of the AEL Director's Regional meetings was held on Wednesday, November 9th. All four regions provided feedback regarding the State Department's newly proposed Adult Education Review Process. Many felt that the new process focuses only on quantitative measures; ignores the qualitative. It was suggested that the quantitative should only be a piece of the overall evaluation. This information was shared with the State Department, which led to an open discussion with the State that will impact some changes in the process.

Also, during the meetings the following MAELAA committees were developed to serve as Liaisons between MAELAA and state department on issues that impact daily Adult Education Programming: Certification, Content Standard, Data Collection, English as a Second Language, GED Online, Grievance, Learning Differences, Legislative, Literacy, Professional Development, Workplace Literacy.

Other issues discussed during the regional meetings included issues centered around: Professional Development, GED Online, and the impact of a reduction in funding for AEL.

In other news, Theresa Noellsch was hired as State Supervisor, AEL Division on January 3rd, she will be in charge of GED Online, Teacher Certification, Content Standards, Spring Conference, Project IDEAL, and the ESL Special Literacy Grant. The Annual Spring AEL Directors' Conference is scheduled for April 11-13th in Jefferson City. Several directors have volunteered to serve on the planning committee to work with her.

The Workforce Investment Act was not reauthorized this year. The U.S. Department of Education (USDOE) will be extending the state AEL grant for another year. There will be a 1% reduction in funding for basic AEL state grants next fiscal year. While the state has not been informed what that translates into regarding Missouri's allocation, directors during their Conference, plan to visit the capitol and talk to legislators and share the impact that a cut in future funding would have on local programs, communities, and families.

The Missouri Adult Education and Literacy Professional Development Center (MAEL PDC) has started to identify and develop in-service workshops specifically for AEL directors.

Plans are underway to develop and produce a GED "Fast Track" DVD/CD. This will be based on 15 hours of instruction and GED Exam preparation for students in the final stages of their GED preparation or for those students who might need minimal preparation before taking their GED Exam. This DVD/CD will be provided to all Missouri AEL programs when completed.

AEL Teacher

Tom Haggerty

- Two representatives from the AEL Teacher Category were appointed to the new MAACCE Committees. Melissa Hedrick was appointed to be the representative to the Awards and Nominations Committee and Sam Crowe was appointed as the Legislative Committee Representative. Two AEL Directors are representing the AEL Category in the remaining two committees.
- An email was sent to the AEL Teacher Network in January asking teachers to consider being a presenter at this year's conference and also asking them to consider running for one of the open MAACCE Officer positions at this year's conference.

- We have received an approval from John Stains, the head of the State Professional Development Center (PDC) to put information on MAACCE and the benefits of becoming a member in the Teacher Handbook used in the Pre-Certification Workshop (PCW) for all new AEL Teachers. The PDC will begin using this in the March 2006 PCW.

Community Education

Brenda Smith and Joe Torrisi

The NCEA conference was well attended December 7-10, 2005 in St. Louis. "Community Education: Gateway to Strong Diverse Communities" was the conference theme that proved to be a testimony to the role Community Education has played in helping to strengthen communities in our diverse society. A big attraction was the Virtual Village where great examples of Missouri Community Education were brought on site to the conference center. Other outside site visits were scheduled to local programs. Program topics ranged from strategies to developing community education programs, collaboration concepts, building social capital, partnerships with communities and families, evaluation models, mentoring programs, after school and 21st Century programs that work, as well as marketing and sustaining successful programs. Next year's conference will be November 29-December 2, 2006 in Reno, Nevada.

Regional Meeting at NCEA was a positive networking session among the states that attended the conference. Program models and effectiveness were shared and upcoming events were identified. Each state introduced their leaders and number of members attending the conference.

The Missouri Spring Adult Community Education Directors meeting is scheduled to be held at the Columbia Career Center tentatively March 3, 2006 from 10:00-2:00 p.m.

Department of Corrections

Judy Dishman / Janie Robertson

Correctional schools are busy working with students to successfully get their GED. They are also incorporating the WES (Work Experience Skills) class into their curriculum. Many schools have put the ES/LS program into the institution. The Essential Skills/Life Skills class is offered to inmates that will soon be released from prison.

During the year teachers are able to participate in various power sessions led by central office staff and academic teachers from various correctional institutions. Some of the power sessions presented this year are Ladder to Success -Empowering, Equipping & Encouraging Students to Achieve, Improving Math Results I, FISH! Team building session, Improving Math Results II, HEC Reading Horizons Training, Accomplishing Goals Through Collective Efforts, Secretaries Training, Dr. Richard Cooper - Helping Adults With Learning Differences to Develop Social & Life Skills and Helping Students with Learning Differences Prepare for the GED, Skills Bank Employability & Work Maturity Skills. Mentoring Power Session, and Ruby Payne's A Framework for Understanding Poverty.

The AEL programs in the correctional institutions follow the same federal paperwork, TABE testing, etc, as those classes on the streets. The AEL staff at central office consists of a director, secretary, and tutor trainer. This tutor trainer position has just recently been filled and she travels to each institution to train tutors (inmates) to help in the institutional classroom.

Three correctional schools will be participating in accreditation. This is the Correctional Education Association Standards Commission judging the performance standards for Adult Correctional Education Programs. The schools are located at Moberly Correctional Center, South Central Correctional Center - Licking, and Chillicothe Correctional Center. Within the next five years all schools within the Department of Corrections Education is looking forward to having their entire system accredited.

Higher Education

Paulette Isaac-Savage / Gina Ganahl

The Higher Education Category will host a pre-conference at the 2006 Missouri Association for Adult Continuing and Community Education. Our theme will be "GOING THE DISTANCE WITH ADULT EDUCATION." Are you interested in learning how other institutions are funding their on-line programs? Do you want to hear reports on recent distance learning dissertations by students from our member schools? Is learning about student services and curriculum development for online students a concern for you? Or, are you interested in learning styles of online students? These are some of the subtopics under consideration for the pre-conference. We welcome any ideas you might have.

If you know students from our member institutions who have completed their dissertation on distance education or technology, please encourage them to submit a proposal for the general MAACCE conference. Also, we hope you consider submitting a proposal as well. The call for proposals will officially be made in the spring. If you have questions, contact Paulette at EPisaac@umsl.edu or Gina at ganahlg@umsl.edu.

Affiliate Reports

AAACE

Becky Walstrom

The 2005 AAACE conference was held November 8-11 in Pittsburgh, PA. The Conference theme was, "Adult Education and Learning: Working for You". Approximately 300 people attended. Dr. Alan Tuckett, delivered the opening session address. Although several proposed presenters were absent from the Conference, the evaluations indicated high satisfaction in overall conference content and design.

President, Marjean Buckner, presented a State of the Association address and outlined the "Year in Review". The President noted several areas of interest for the past and upcoming years:

Affiliate Relations

To better market AAACE to affiliates, the President will appoint a person responsible for promoting AAACE to the affiliates. Several proposals are currently under exploration:

- * Affiliates Membership Award
- * Affiliates to receive a yearly certificate
- * Recognition of all affiliates during AAACE Awards Ceremony

Initiatives

- * Re-establish the Membership Award
- * Recipients of Houle and Knowles Award will receive a waiver of conference fees
- * Revised and updated both by-laws and policy and procedure documents
- * Update the foundation brochure
- * Update the membership brochure
- * Establish a Mentoring Leadership committee. Goal is to bring students and members into leadership roles for AAACE
- * Convene a "Speakers Bureau". Goal will be to provide speakers for community and business events to discuss the issues facing adult education, i.e. funding, literacy, workplace, re-training of adults, etc. To generate interest in and expand the general knowledge base concerning adult education.

The 2006 conference will be held November 5-10 with a theme of "Festival of Learning: Celebration of Adult Education". The host city will be Milwaukee.

Site Services is currently exploring sites for 2007 and 2008.

COABE

Lorene James

Committees are busily working with plans for the April 26-29, 2006 COABE Conference to be held at the beautiful Westin Galleria and Westin Oaks complex in Houston, Texas. Located within the prestigious Galleria shopping and entertainment complex in Uptown Houston, this facility boasts the world's largest hotel lobby. The distance between the two hotels is only 500 feet and conference attendees enjoy and benefit from the 3-5 minute walk through the Galleria shopping. Equally important are the Pre-Conferences, the Plenary Sessions and of course the popular break-out sessions. Attendees continue to demonstrate enthusiasm about the information gained months after the conference.

MAACCE members are encouraged to try to attend. Realizing that budgets in the adult education discipline are trim, please be advised that COABE offers awards, incentive grants, and scholarships to members to provide financial support for small special projects or advanced study in adult education. COABE members are eligible to compete or nominate for the prestigious awards, incentive grants and scholarships.

AWARDEES Receive:

\$1,650 financial award (includes transportation and hotel accommodations)

1. Recognition at the annual COABE national conference during the awards banquet.

Successful Nominators Receive:

√ A Complimentary conference registration for annual COABE national conference where the award is presented.

INCENTIVE GRANT Recipient Receives:

1. \$1,500 financial award.
2. \$750 travel stipend to present on project at the annual COABE national conference.

SCHOLARSHIP Recipient Receives:

√ A \$2,000 financial award.

To nominate an individual, go to www.COABE.org, click on Membership, and scroll to the awards, incentive grants, and scholarship section. All applications must be received by February 17, 2006 for inclusion in this year's award process.

Go to the COABE website to catch up on the news about the NAAL's Summary, the new public policy consultant, Lynn Selmsler, and much, much more!

The 2007 Conference will be held in Philadelphia, Pennsylvania March 25 through March 28, 2007 and the 2008 Conference will be held in St. Louis, Missouri at the Adam's Mark April 28 through May 1, 2008.

MVAEA Michelle Hansen

The MVAEA board met on a conference call February 2, 2006 with 11 members in attendance. The Membership Service Consultant reported a total membership of 280 at this time.

North Dakota is busy planning this year's conference which will be April 26-28, at the Holiday Inn in Fargo North Dakota. The theme is "Expanding Horizons". The President's Breakfast will be held on Thursday morning, February 27 at 7 a.m. They would like to see the president and president elect of each state organization at that breakfast. For up to the minute information (including conference attractions, schedule, hotel information and registration details), be sure to visit MVAEAS's home page at www.mvaea.com.

Development Fund deadline is March 1st. If a MAACCE member is also a member of MVAEA and has an innovative project they would like to see funded they should go to www.mvaea.com and fill out an application and submit it as soon as possible. The Development Fund is for \$1500.

Michelle also passed out web sites for each state's organization.

NCEA Jay Acock

40th Annual National Community Education Conference, "Community Education: Gateway to Strong Diverse Communities", was held in St. Louis, Missouri, December 7-10, 2005. One of the most unique attractions for all levels of practitioners was the Virtual Village. Instead of loading participants on buses to visit local programs the programs came to the hotel. There were five site visits on Thursday and five again on Friday. Attendance was about normal with almost 400 community educators attending. A big "Thank You" to all volunteers who help make the 40th National Community Education Conference a great success.

The 41st NCEA Conference Planning is underway. The 2006 Conference will be held in Reno, Nevada. For details go to the www.ncea.org Web site.

Again this year community educators are invited to the “2006 Day on the Hill”. This annual legislative and policy workshop will be held in Washington D.C. April 1-4, 2006. If you are interested in attending go to the NCEA Web site, www.ncea.org .

Adjournment

A motion was made by Jackie Jenkins and seconded by Lorene James to adjourn at 12:50 p.m. Motion passed.

Respectfully Submitted
Rhonda Jones
MAACCE Secretary

