

IAACE Board Meeting

Oakland City University

July 12, 2019

10:00 A.M. - 12:00 P.M.

Mission: To advocate for adult education in Indiana.

Vision: We cultivate leaders who advance adult education for stronger communities in Indiana.

1) Call to Order-Ted Pearson

- a) Present: Sheila Butler, Michelle Davis, Rob Moore, Ted Pearson, Laura Smart, Cynthia Warner-Lowe, and, Jennifer Wigginton, , Jerry Haffner, ,
- b) Call In: Caroline Foster Marilyn Pitzulo, Lisa Cruea, Konnie McCollum, Lara Pastore
- c) Absent:, Natalie Reuter

2) Approval of Minutes-Sheila Butler

- a) Motion to approve minutes as presented by Cynthia, seconded by Laura. All approve.

3) Treasurer Report-Sheila Butler (last meeting) incoming Lisa Cruea

- a) Balances
 - i) TCU Checking: \$ 57115.16
 - ii) TCU Savings: \$ 5026.61
 - iii) PayPal: \$ 31.44
- b) Motion to approve treasurer's report made by Michelle, seconded by Rob. All approve.

4) State AE Update-Jerry Haffner

- a) Enjoyed the discussion on speakers. The one with the most votes has the same name, no relations whatsoever. We have hit another milestone. This morning we are 66.26% on measureable gains. Congratulations to all of our programs. We won't know but hopefully we are number 1 again. HSE we are at 4468 last year 4989, we are down but we do have a couple more downloads from DRC. We should be in the top 4 of states. Enrollment is down. 24562, 26370 last year. We need to work on enrollment next year but we are doing great work.
- b) Three dates mentioned on 3 dates: August 9 (Ivy Tech Lawrence), December 6 (Shepherd Community Center) on February 21 (Ivy Tech Lawrence). Director's meetings to be scheduled separately.
- c) Workforce Diploma Reimbursement program for ages 22 and up to earn HS diploma and an industry recognized certificate and skills. Information has been sent out. Next Wednesday July 17 webinar, Grant application August 2. Must start October 1. nstorm@dwd.in.gov contact for information.

- d) Jennifer Montgomery has put together information for diploma programs that are available. Wants us to be able to serve them with a HS diploma if they want. Not all areas have that capability but wants a place to send them.
- e) One other item covered that will be important for advocacy efforts. Looking at Medium earnings of students the second quarter after exit: On average they are up \$677 quarterly or \$2708 Annually
- f) Marilyn says we are only reporting 32% as students who exit as employed. She believes this is a mistake. Nancy will work on helping us collect exit data. This number doesn't look good.
- g) Michelle asked about the 700,000 given NLJ to Work One for CDL and CNA you must use IET money instead of Next Level Job money for these first. Michelle is concerned that since her IET money was cut but she needs it for other IET. Rob suggested and Marilyn agreed to
- h) The state is doing work on aligning certifications with what is on the list and the approval process should be easier.
- i) Jenn updated website to make it more streamlined.
- j) Rob asked about PDF meetings – no directors needed. Also will we put Diploma students in Inters also? Jerry says if we are using our state dollars to support then yes.
- k) Lara asked their school would balk at a student from outside of the area, is that going to be something we will rectify? Jerry says he is not sure yet, there is an External HS Diploma program but we don't know if we want to go there yet. Jerry would prefer the diploma come from one of our high schools. A high school has done a general diploma in Ft. Wayne by listing both high school and adult ed program.
- l) Rob suggested getting a transcript from each student. If not from our school find out what that school would require to pass and what they use for credit recovery and use that.
- m) If an outgoing senior can finish before October they can count it but an adult of 22 doesn't count. It could have a PR benefit. Michelle has 9 different superintendents.

5) Governor Cabinet Update-Michelle Davis

- a) Met with commissioner on Tuesday. He wants to focus this year on Continued Employer Engagements and Attaining Credentials. Those go with the Governor's goals. He still wants us to continue to do everything else. They talked about a workforce retreat that will be coming through the workforce development boards in October. Not sure of who will be invited

yet. Marilyn interjected that it will be invitation only through WDB. DWD is working on grant writing resources. DWD is focusing on community expectations and how to meet them

6) COABE Update-Sara Gutting

- a) We have a new representative. August 12 is meeting 10 EST online for Region 4 organizations.
- b) . Capitol Hill day for Sept. 24 someone would fly in Monday and spend the day on the HILL and COABE should be able to provide funding

7) Committees

a) Advocacy-Rob Moore

- i) June 26 Lobbyist Joe, Marilyn, Rob and PJ McGrew to find out from his perspective to find how AE fits in with Policy Objectives. He wants us to exist due the number of credentials that are needed. There are Labor Unions that do not value the HSE instead of HS Diploma. We want to be in the game on this. Pairing with IET model would pair well. Create relationships with employers. With WIOA pairing with Federal Perkins dollars which has moved over to Workforce Cabinet. Marilyn wants to look at how post-secondary dollars are being used. DOC and NLJ so they have ability to train but they can't apply online which poses a problem. Preferred Credentials from the list being focused on when we make classes. Make sure we are building relations with ROI and Workforce Development Board. We can help them get to Ivy tech as well and for credentials. ELL learners have wage increases according to reports. His extending a hand that he would like AE representative for next WIOA State Plan. Joe is no longer partner with us but willing to meet with us one more time at a later meeting. Do we want to engage Joe formerly as a Lobbyist this upcoming year? Rob suggested to talk to Joe first.

b) Adult Learner Committee Konnie and Sheila

- i) Michelle explained what it was (she sent info by mail to Konnie and Sheila) and suggested to reach out to Sharon Bonney

c) Audit – Lara Pastore

d) Communication

- i) Increasing our awareness and developing loyalty, we have been pushing out newsletter. Jenn said no one came on for a committee chat. Literacy center got a grant from Dollar General so they are going to do a blog. Roll out You Tube and whatever we have for Conference.

e) Conference

i) 2021 Proposals Laura didn't get to go to Belterra but they went to the Marriott last night. They were blown away by courtyard and there is a shuttle that runs around. They were good at accommodating us. Cynthia says that we had a summer institute there. Jerry feels members will be confined to that hotel and that area there is no place to go and the area is not a good shopping and not the safest area. Natalie shared a negative thing because they refuse to partner with IET's and were outright rude about working with us and the adult-ed community in general. Cynthia said we will lose the north if we go to Belterra. Ft. Wayne is waiting for numbers. They are interested. Jenn had help from City of Indy to put out proposals and many were not interested. Only 1 proposed. Ft. Wayne is asking a lot of questions. Deadline is August 5 for responses for proposals.

ii) Awards Committee- Natalie
No report

f) Elections – We wanted to ask Jeff, Deb and Sara but don't have to do until 4 months out.

g) Employer Engagement –

i) Michelle sent email out to ask people to join committee. Roy Melton has responded favorably.

h) Literacy/ILA

i) Meeting to be July 26 in Kokomo Public Library at 9. Mike Landram is leaving so we need a new appointed person.

ii) Literacy Fund

i) *Membership- Laura*

i) *472 with and 50 with out*

ii) *She has had to explain to people how to get membership number and they don't realize they are part of COABE as well. Jenn will pull list and send to COABE*

8) *Professional Development Committee*

Contact Timmie Westfall, JoAnn Vorst and Sarah and we have the 3 meeting times.

9) Other Business

a) Old Business

i) Open Board position for Laura Smart – ½ term. Karen Crawford has been approached but not committed. Tabled till next meeting. Must be filled 30

days after. We can go to the next person in order received. That would be Christina Persson from Region 6 – Konnie will reach out to her.

- ii) Success Story Book – DWD picked 18 to 20 – Michelle was going to ask how much books would cost and will ask when school starts.
- iii) Executive Director Evaluation – job description was rewritten to do more of conference. Michelle and Jenn Divided time cards to what she does. A Job description is being sent out to vote next board meeting. Averages out to 24 hours a week at \$20 per hour. Change number 3 to Co-Chair of Conference committee from Chair. Ted will send out evaluation to all of the board members and past board members for feedback and will give it to her next month.
- iv) Shirts – Sheila get with Natalie the names are confused. Names that didn't get shirts but were on list. Next year we will provide shirts and go with a cheaper shirt.

10) Goals

- a. Build the brand and build membership
- b. Jenn sent Budget and Profit Loss statement

Announcements

Region 8 had a sudden death, Barb Browning from Broadview died from complications from a surgery ;she was our My Cook Pathway teacher and was the new Adult Educator 2018. Would we like to run a blog on her? An In Memoriam – Rob will write something.

Ft. Wayne did offer to have our next meeting at Ft. Wayne It was suggested that Cynthia and maybe Laura and Caroline for a visit.

11)Adjourn Board

- a. Motion to adjourn made Michelle seconded by Laura. All approve.
- b. Next meeting is August 9 at 10 a.m. EST Oakland City University Plainfield.