

PAACE Board Reports January 2010

President's Report

Hello Everyone,

Attached is the agenda for our meeting on Tuesday, January 12 at 10AM. Please let me know if any other items need to be added.

Location: TBA based on weather (I will inform everyone by the end of the day on Friday)

Here are some of my December activities.

- * Continue to work with the Treasurer with getting accounts set up and planning
- * Consulted with the Legislative Chair over strategies that PAACE can be engaged.
- * Communicated with the Eastern Regional Rep over ideas for advocacy and the development of PR materials
- * Reviewed last month's minutes
- * Conferenced with the Executive Committee
- * Discussed with the 1st VP and OD ideas for the upcoming conference
- * Communication with the Membership Chair over ideas for membership renewals
- * Communicated with the Technology Chair over ideas for planning the Annual Membership meeting
- * Continued search for replacements to fill the vacated Board Members
- * Working with Destiny over newsletter and submitted my article for the winter newsletter
- * Worked with Destiny and Sara over necessary changes to the website
- * Corresponded with Chuck Klinger over nomination process

Please remember to submit your reports by noon on Friday if you have not sent in a report as of today.

Respectfully submitted

Diane

Diane C. Inverso

Director of Education

Mayor's Commission on Literacy

1901 Vine Street, Ground Floor

Philadelphia, PA 19103

1st VP Report

Reminder to please give me the list of your proposal readers (3 or 4 per division) by our meeting (name, email address)!

Conference plans are moving along. A committee is forming regarding the marketplace. We are going to have a conference call this month. Prices and such have been set.

A schedule of conference activities has been made:

2010 Conference Schedule

Tuesday

Registration 8 a.m. – 5 p.m.

Opening lunch (for all attendees) Noon – 2

Afternoon snack break

Session 1 2:30 – 3:45

Session 2 4:15 – 5:30

Networking Pizza Party (ticket needed) 6 – 7:30

Ice Cream Social 8:00 - ?

PDC Hospitality Suite 8:30 - ?

Wednesday

Registration 8 a.m. – 5 p.m.

Session 3 8 – 9:15

Morning snack break

Session 4 (Bureau session at this time) 9:30 – 10:45

Session 5 11 – 12:15

Keynote speaker and lunch 12:30 – 2:30

Afternoon snack break

Session 6 2:45 – 4

Session 7 4:15 – 5:30

President's reception 6 -7

Banquet (ticket needed) 7 – 9

PAACE Night Caribbean Party 9 – midnight

Thursday

Session 8 9 – 10:15

Session 9 10:30 – 11:45

(morning snack break included)

Box lunches (ticket required) Noon

Tentative board meeting schedule for 2010

February – conference call
March – State College (hopefully at the Penn Stater)
April – conference call
May – Harrisburg
June – conference call AFTER conference to debrief – regularly scheduled date of June 8th
NO board meeting at conference but all board members will receive a ticket to the pizza networking event
July – off
August – conference call
September – Harrisburg
October – conference call
November – State College
December – conference call
January – conference call or Harrisburg
February – annual webinar and/or conference call

Lori Keefer
Program Director
GPLC
100 Sheridan Square 4th floor
Pittsburgh PA 15206
412.661.7323 ext 131
fax: 412.661.3040
www.gplc.org

2nd VP Report

Hi everyone. Happy New Year!

I developed a draft of broad goals and expectations for division chairs (see attached).

Cheryl Hiestler

Executive Director
The Literacy Council of Lancaster Lebanon
38 West King Street
Lancaster, PA 17603
717-295-5523

Treasurer's Report

Attached are:

1. Profit and Loss for 2009 (and 2008 for comparison)
 - we finished the year with a net profit of \$20,693.75
2. Balance sheet as of 12/31/2009 (and 12/31/08 for comparison)
 - we finished the year with \$20,693.75 more in assets as compared to last year (this change from year to year should usually be the same amount as the net profit or loss for the year, and it is).
 - Assets for the organization as of 12/31/09 totaled \$159,895.66
3. Profit and loss for December 2009 (with December 2008 for comparison)

Additional Notes:

- Profit/Loss statements from August – November 2009 were understated by \$36,487.46. Thus while reporting losses for these months, we should have been reporting gains. If you want to know the accurate statements for past profit/loss statements (from August 2009 – November 2009) you can add \$36,487.46 to the net loss for any month's report. This was due to money that was held up by security through Wells Fargo. The money was released in August and I had labeled the money as opening equity of a checking account and it should have been labeled as conference revenue. Thus the money was showing up on the balance sheet (statements of assets and liabilities) since that time since it was money in the account but not on the profit/loss statements (income statements) since it was never tied to revenues (which it should have been).

- We changed credit card processing services from Wells Fargo to PNC Bank. This change will hopefully alleviate money being held up through security concerns as it has been twice now with Wells Fargo. So future incidents like the accounting surprises like we had in August will hopefully not occur and the money will be easier to track as it will arrive in a timely manner.

- I will work on consulting with the accountants to prepare the required 990 and BCO forms for 2009.

- I plan on being at Tuesday's meeting.

Happy New Year to everyone.

Thanks

Alex

Organizational Director's Report

This past month I've:

- Responded to membership/conference registration inquiries
- Created hard copy templates of the marketplace registrations
- Troubleshoot proposal submission issues on GiftTool
- Processed some checks for membership
- Updated the Membership Chair regarding membership that were current
- Explored a possible alternative to Capwiz. Did not find anything suitable yet.
- Arranged for the meeting space in Harrisburg
- Inquired about memorial gifts at various libraries in honor of board members/loved ones

The meeting location is the common room at the Governor's Square Apartment. This is ½ block away from Tri-County OIC, located at 500 Maclay Street, Harrisburg. Please park at Tri-County OIC and mosey down. There are not conference phone capabilities at this location. The common room floor has recently been replaced. Our hosts have asked us to be careful not to scuff, chip or otherwise damage it. Weather permitting, light refreshments will be available.

See you Tuesday! Travel safe!

Monica

Corrections Ed Division Report

Hello to all,

Hope you are all fairing well through all this awful weather we are experiencing. I do not know yet whether I will be able to attend the meeting next week but will try and let you know by tomorrow.

Randy Bacon and I have put together a training that will be held here at the IU on January 25th. The morning session will be on Anger Management and the speaker will be Mark Pudlowski, who runs a very successful program at Allegheny Co. Jail. The afternoon session will feature a guest speaker who is an ex offender who now ministers inmates at Greene Co. Jail.

We are also trying secure people for sessions at PAACE.

To all, stay warm and be safe.

Kathleen Pavel
ABLE Coordinator/Corrections

Bureau Report

There is no report from the Bureau at this time. I will not be able to attend the meeting due to a scheduling conflict.

Susan Mansuetti | Family Literacy Advisor
Bureau of Adult Basic and Literacy Education
Pennsylvania Department of Education
333 Market Street, 12th Fl. | Harrisburg, PA 17126-0333
Phone: 717.787.5532 | Fax: 717.783.0583
smansuetti@state.pa.us | www.education.state.pa.us

Technology Report

Since the last report, I have :

- 1) worked with others to identify a new Technology Committee Chair so that I could serve as Communications Committee Chair.
- 2) worked with Destiny to maintain web updates and transition all communications duties
- 3) made communication recommendations to pending advocacy documents
- 4) prepared two articles for the PAACE news (one on LinkedIn and one that will provide a save the date and Dimdim information for the annual meeting)
- 5) monitored PAACE membership renewals and emailed a reminder about the LinkedIn group
- 6) job postings and membership approvals to LinkedIn Group
- 7) troubleshoot three tech issues with members during the renewal process
- 8) discussed with Mary the duties that would initial and eventual transition to her as technology committee chair
- 9) sent an inquiry to identify a preferred date for the annual meeting and discussed webinar logistics with Diane
- 10) troubleshoot listserv posting issues and moderated all listserv postings

I will be attending the Harrisburg meeting, weather permitting.

Respectfully submitted,

Sara Ward
former Technology Committee Chair/new Communications Committee Chair

Membership Report

This month I've:

- sent out membership email reminder to members
- worked on updating the PAACE brochure
- worked on membership survey
- started the post card campaign within my agency
- fielded membership inquiries and updates

I will be at the meeting on Tuesday, weather permitting.

Respectfully submitted,
-D

Danielle Blanchard - Krane
Program Manager
Goodwill of Southwestern Pennsylvania
2600 East Carson Street
Pittsburgh, PA 15203
412-390-2345
412-477-3018 (cell)
danielle.blanchard@goodwillswpa.org
www.goodwillswpa.org

Research Committee Report

Happy New Year!

I will not be able to attend the meeting next week, and there is no report from the research committee.

Sheila

Western Regional Rep Report

Happy New Year everyone!

Lynne and I are unable to attend the meeting next week but, if the technology is available, we would like to call in.

We have no report but I would like to make several suggestions that may not be appropriate for me to make. However, here goes--

JoAnn, could we put together a short letter that agencies could send to their legislators as we/they receive actual funds? It could include a status report for their agency/county and include the impact they experienced: loss of programs/staff, clients on waiting lists, elimination of programs directed to specific groups, etc. Perhaps you've already done this but I don't remember seeing it, JoAnn.

And, as a perk to joining PAACE could the organization develop some sort of relationship with a hotel or hotels that would give those travelling to meetings, etc. the same rate as state employees receive? I've talked about this several times but I haven't pursued it because I don't have a clue as to where to start.

Thanks,

Marcia Anderson
Lynne Watson

TLC Report

As Mary Anne mentioned, we spoke about the awards process for the June conference. I made a few minor updates to the power point presented at the last meeting (for the awards). I have contacted the literacy division recruiting proposals to help create a tutor strand at the conference and I have readers chosen for the division.

I will not be able to attend the meeting next week.

Have a good weekend.

Kim



please don't print this e-mail unless you really need to

Kim Rossman
Executive Director
Tutors of Literacy in the Commonwealth
925 West College Ave
State College, PA 16801
office (814) 867 - 0203
fax (814) 867 - 0483
<http://www.tlcliteracy.org>

Awards and CHE Report

Hi Everyone, Happy New Year!

Awards - Kim Rossman and I talked at the last board meeting and said we would begin the Awards process for Outstanding Adult Students late March or early April.

CHE - had PAACE job posting placed on the CEA/PA website
- had rfp info placed on website and sent to all CEA/PA members
- formed proposal reading committee - Jan Orris; Kathy Chrisman; Mary Anne Varacalli

Thanks,
I will attend Tuesday's meeting.

Mary Anne Varacalli

Eastern Regional Rep Report

- Worked with JoAnn to finalize PAACE promotional/advocacy documents
- Asked Sara to post documents to the website
- Secured an introduction, scheduled for 1/10, to Senator Pileggi

I will attend Tuesday's meeting.

Respectfully submitted,

~S

Shawn Barnum

Eastern Regional Representative

PAACE

and

Program Manager - Community Based Adult Education

Information Services Manager

Center for Literacy

636 South 48th Street

Philadelphia, PA 19143

215.474.1235 x268

215.472.7290 (fax)

732.277.5930 (cell)

Commonwealth Libraries Report

I have nothing to report for this month. I will be at the meeting.

Eileen R. Kocher | State Aid Librarian

333 Market St. | Harrisburg, PA 17126-1745

Phone 717.783.5743 | Fax 717.787.2117

ekocher@state.pa.us | www.education.state.pa.us

Legislative Committee Report

The major issue needing to be addressed is development of PAACE's position on reauthorization of WIA. Pennsylvania has two U.S. representatives on the subcommittee that will be addressing WIA reauthorization: Jason Altmire (Allegheny, Beaver, Butler, Lawrence, Mercer, Westmoreland) and Glenn Thompson (Cameron, Centre, Clarion, Clearfield, Clinton, Crawford, Elk, Forest, Jefferson, Juniata County, Lycoming, McKean, Mifflin, Potter, Tioga, Venango, Warren). Furthermore, Senator Casey and Representative Tom Platts (Adams, Cumberland, York) are on the committee, just not on the subcommittee).

The following are the National Coalition for Literacy WIA Reauthorization Top Priorities. I recommend that the PAACE Board decide which of these priorities are the most important for Pennsylvania and PAACE membership. At Tuesday's meeting, I suggest that we decide on a process for doing this.

NCL priorities: A reauthorized WIA should include provisions that:

Ø Align the activities of Title I and Title II for the benefit of adult education students, specifically by: establishing goals for co-enrollment; establishing shared accountabilities for serving adult education students; explicitly allowing career pathways, integrated education/training and dual and concurrent enrollment; and creating a new funding stream to support a career pathways leadership grant program.

Ø Use a consistent definition of adult education and allowable local adult education activities in Title I and Title II.

Ø Authorize annual appropriations for adult education of \$1 billion or more.

Ø Authorize and codify the English Literacy and Civics part of Title II.

Ø Establish an independent National Center for Adult Education, Literacy and Workforce Skills to provide the resources necessary to improve practice and provide high quality services to the adult education community and those they serve.

Ø Increase the amount of state leadership funds from 12.5% to a minimum of 15% to improve teacher quality by providing more professional development, improving working conditions, professionalizing the workforce, and researching what practitioners need to be effective.

Ø Fund and improve the use of technology for teaching and learning through innovation grants and pilot projects.

Ø Strengthen the direct and equitable provisions of the law to ensure that all local eligible providers have access to apply and compete for grants and contracts.

Ø Include language that recognizes that local programs providing individual instruction may provide fewer contact hours than programs employing group instruction.

Ø Eliminate the current incentive grant program and allow those funds to be added to the formula grants for states.

Ø Create a separate funding stream in Title I for the operation of the one-stop delivery system.

Ø Fund a review of, and update, the National Reporting System, to ensure that required outcomes measures are appropriate for all levels of adult education students.

To learn more about WIA Reauthorization, visit: http://www.ncladvocacy.org/act_wiareauthor.htm

I will be attending Tuesday's meeting.

JoAnn

JoAnn Weinberger
President/Executive Director
Center for Literacy
636 South 48th Street
Philadelphia, PA 19143

215-474-1827

Family Literacy Division Report:

No new news to report at this time – both Katherine and Lori participated on the conference awards sub-committee and are looking forward to helping with this project. We both plan to attend the meeting next week.

Lori McMonigal and Katherine Vastine

Workforce Division Report

I'll be at the next meeting.

No workforce reports at this point in time.

Tim Shenk, Assistant Adult Education Director
Lancaster-Lebanon Intermediate Unit 13
Instructional Services
1020 New Holland Avenue
Lancaster, PA 17601
Phone: 717-606-1793
Fax: 717-606-1905
Cell: 717-201-4641

Service, Support...Solutions

Central Region Representative

In the past month, I've continued to pass along to practitioners in the Central Region information about WIA reauthorization, including opportunities for adult educators to contribute their ideas through several WIA Community Conversations with Brenda Dann-Messier, Assistant Secretary of the Office of Vocational and Adult Education. These conversations will be held from January 11 to January 15th using the NIFL discussion lists. Practitioners can contribute to the conversations by joining one or more of the lists and responding to questions that relate to the list topic (www.nifl.gov/lincs/discussions/10WIA).

I will not be able to attend the January 12th meeting.

Mary Mingle

Central Northeast Professional Development Center

By-Laws

Fellow Board Members,
Happy New Year!! I hope all of you had a great Holiday!

Attached is a PDF copy of the Bylaws with the revisions we discussed during our last phone conference. Note that the file name indicates "almost final" as I am sure I missed something or someone has additional suggestions on another review. I have converted the Word file to a PDF file so that these additional changes cannot be incorporated without sending them to all of us for approval for inclusion. Also, the PDF format sort of locks down the document.

Of course, I would be happy to incorporate any approved changes into the document that will be voted upon next month.

I thought you all should know how scared I was thinking that I lost the copy of the file on which we worked on December 8. I forgot that I saved it to my local hard drive so that I could work on it at home. Several hours later I remembered where I saved it!

I am working on an article for the newsletter regarding the revisions and the upcoming vote. I welcome any suggestions you might have.

I plan on seeing you all on Tuesday at the meeting.

Have a great weekend!

Best regards,

Bob McNeill

ABSE Report

Hello Everybody,
I am sorry that this report is late. During the month of December some of the activities that I was involved with follow:

Answered questions about the PAACE Conference, especially about the RFP process, RFP timeline and costs. With the PAACE Conference being so different, I think we will need to send reminders and information on a regular basis. Programs as well are experiencing different timelines and the conference will just "sneak up" if we are not in front of it. (My opinion)

Readers of PAACE proposals for the ABSE Division are:

Sue Snider

Christina Davis

Joy Zamierowski

Bootsie Barbour

One pending practitioner from the Central Northwest.

Sent an email to the NWPDC list encouraging ABLE practitioners to participate in the NIFL Discussion on WIA Reauthorization. A date was set for a face to face facilitated discussion for those interested. The PDS system has a conference call on Thursday and I will remind PDCs to get the word out about the NIFL Discussion.

A note of interest: I received several emails asking about the 2010 GED and if PAACE would address the issue at the conference. The 2010 Test is on practitioners minds.

I will participate in the Conference Call.

Bootsie

ESL Report

>Greetings all,

>

>We have received confirmation from two proposal readers: Karen Penna and Jackie Abel-Stavropolis, in addition to ourselves. We have been asking members to submit rfps as well.

>

>Martin and Cathie plan to attend on Tuesday.

>

>Respectfully submitted,

>

>Cathie

>

>E. Cathie Whitmire

>Multicultural Community Resource Center

>554 E. 10th Street

>Erie, PA 16503

>(814) 455-0212 x330

>ecwhitmire@earthlink.net