

PAACE Board Reports
December 9, 2008

President's Report
December 2008
Tana Reiff

Ulicia Lawrence has resigned as chair of the Bylaws, Constitution, and Resolutions committee.

I have been working with Bill Schaffer on the 2009 budget and Debbie Hrach on nominations. Via nay-only e-mail vote, this board approved Mary Mingle of Central IU #10 to be nominated as Central Region Representative. This completes the slate. Chuck Klinger will set up an online ballot.

Sheila Sherow and I have been discussing research needs for PAACE to underwrite and budget for. She and I are meeting with Dr. Kate Shaw at PDE on January 8 to discuss research questions.

Conference work (not president specifically):

Sponsorship update: Checks have been received from Dollar General (\$1,000) and Steck-Vaughn (\$2,000 – coffee break). Checks from UPS (\$2,000) and Verizon (\$10,000 – PAACE Night and bags) should be arriving very soon. CTB/McGraw-Hill is on board for \$2,000 (computer lab). Hershey Foods will be providing candy bars to put into 800 bags. I have followed up on several other prospects. Commitments already exceed 2008 total. Publicity: Finalized promotional brochure design and liaisoned with the printer for printing and mailing. Designed a one-page flier about the conference to be distributed in PDF. Posted this document to the ABLE PDS list and it will go to other lists.

December 9 meeting agenda is attached and two documents FYI. One is a message to President-Elect Obama from Jobs for the Future. The other is a message to the Obama Transition Team from the National Council of State Directors of Adult Education. Both illustrate that Education-Labor discussions about the use of adult education funds is not just a Pennsylvania issue.

See you Tuesday at Penn State, Keller 409.

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1st VP Report

The planning for the conference continues. Many people continue to work at getting the conference ready. I feel like a director of a large play.

Gift Tool was set up to be ready to open on 12/1 for registration. Monica worked to make sure that the registration was correct and ready. Suzanne worked to make sure that the memberships were in order. Right now there seems to be a bit of a glitch with the software. Monica is working with Gift tool to resolve it.

Karen Warner has agreed to assist with the registration for the conference. This is an added support for the conference. She will be there to make sure the registration moves smoothly.

A team of folks (Ulicia Lawrence, Michelle Bailey and Kallie Akamine) are working on lining up the exhibitors. An email went out to all vendors and a postcard is going out on 12/5 to solicit more vendors. I want to encourage the affiliates to respond to the request.

The schedule has been developed and we are about 99% ready for it to be solidified. Kallie Akamine and Jubi Williams worked to get the schedule in order. Presenters were all notified of their selection and all were confirmed. There were last minute shifts made to the schedule when Rose announced her resignation. I met with Michael Westover to discuss aligning other Bureau staff for some of the sessions.

I have started to work with Jim Yeager to begin the process of planning the AV needs of the conference. Looking at how the computer lab is being used and what other AV needs people may have.

Working with Destiny to make sure all the information gets upon the website. Destiny is leading the process of getting all of the information up on the website. We have found that having the links on the website is what should happen but we always needed a pdf or a word document so people can click these open and reviewed the forms before they started the process.

Getting all of the "special" guests lined up for rooms has been a challenge. We continue to work to get firm information the when and how some of our guests.

The awards process is moving forward. I am awaiting the information on how to proceed with that. Also the next step is to learn what we need to do to engage the legislators for the conference.

Sue Snider has been working to make sure that events during the Marketplace are well coordinated and planned to be executed properly.

I made sure the conference announcements were sent out. Some I posted and others that Eileen Kocher posted for me. I submitted a news story to all the PDCs for use in their newsletter.

I met with a committee of administrators who discussed how the breakfast should occur. Monica then arranged a conference call with Susan Mansuetti and I was included to finalize some plans. We are waiting for the final work from the Bureau.

I think I am now done...

Diane

2nd VP Report

I will be attending the meeting next Tuesday.

I have been doing a few things for the conference and have begun looking over the operations manual. I had hoped to have a draft for our January meeting and that is still possible as I will work on it mostly at the end of December. It may be delayed a month though.

Lori

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Treasurer's Report

Hi Everyone,

I hope you had a very Happy Thanksgiving.

Please find attached the following reports:

November Income Statement
January-November Income Statement
January-November Balance Sheet

I will be sending the Budget v. Actual Income Statement later today.

As approved at the last meeting, we have opened the ING CD and have transferred the \$50,000 from the Sovereign account.

With the template Cheryl sent me for the budget, I was able to make the reports more user-friendly. Thanks Cheryl.

We are working on a proposed 2009 budget.

Will see you on Tuesday.

Bill

ABSE Report

The ABSE Division has been focused on promoting PAACE through emails, phone calls, and face to face meetings as well as advertising in all Professional Development flyers and websites. We also edited and added to the snail mail mailing list which I must admit can be a very elusive job. Hopefully it will reach some new faces to attend the conference.

The division has also been talking to members across the state concerning the Division Lunch at PAACE in an effort to have something of interest at the lunch.

That is the news for now.
Bootsie

Legislative Update

The following represents an update and to do list for December.

Update on Recommendation to Move Bureau of ABLE: PAACE continues to be concerned about the Pennsylvania Economy League recommendation for the Bureau of ABLE to be moved from the Department of Education to the Department of Labor and Industry. For more information on PAACE's response to the Governor and Secretaries, please go to www.paacesite.org Since your state legislators are in their local districts now, please plan to visit your senator and representatives and use this opportunity to highlight your programs and ask for their support to keep the Bureau of ABLE in the Department of Education

Update on WIA Reauthorization: It appears that WIA reauthorization is now on the legislative fast track. The national associations, including the State Directors and ProLiteracy, are working with Congressional aides.

Letters to Send Now: a letter from each local program director to your Representatives in the US House of Representatives and the PA State House congratulating them on their election/reelection and to your PA State Senator if elected/reelected in your district. To find out who your State Senator and House members as well as Congressional representatives are, go to: www.votesmart.org Letters should be faxed or emailed to the appropriate Washington or Harrisburg offices. Here is a sample letter:

Dear (Senator or Representative) (.....),

On behalf of the Board, students and staff here at the _____, my congratulations on your (election or re-election). I look forward to working with you to continue to provide adult literacy services throughout _____ (County or Counties).

First, please feel free to come to visit (tutoring program and/or classes), learn more about our programming, and witness our staff, (volunteers) and students in action. Our mission is to help adults become better prepared for success in life as productive workers, successful family members, and engaged citizens.

While I think the Center is well known and appreciated, the scope of what we do is often not so well known.

Last school year we provided adult literacy services to ____ individuals who either did not have a high school credential or whose skills in math, writing, or both were below the 8th grade level.

We provide programs in _____ sites. These programs include _____ (e.g. adult basic education, GED, family literacy, English as a second language)

(Insert any other statistic about your program)

To grow our economy, enhance the skills of our workforce and provide the opportunity for financial self-sufficiency to those on the lowest rungs of the economic ladder, adult education is crucial. I am hopeful that adult literacy will be one of your priorities.

Communicate with the Obama Transition Team: On behalf of your adult literacy program, do you have a message for the Obama transition team? Go to:

<http://change.gov/page/s/contact>

Possible messages (you can use one or more of these or write your own):

Please include funding for Adult Education in your economic stimulus package. Adults throughout the country want the opportunity to increase their basic skills so they can enter training or post-secondary education or obtain a job or a better job.

Please recommend an increase in funding for Adult Education as you consider your 2009 budget. Adults need opportunities to increase their skills as workers, family members, and community members.

Throughout the United States, adult literacy programs stand ready to support your economic stimulus, health, and pre-school through postsecondary initiatives by providing needed basic skills and the upgrading of skills.

English as a second language opportunities are critical for the immigrants through the United States. The adult literacy community provides the needed educational opportunities in reading, writing, speaking, and listening.

JoAnn Weinberger
Legislative Committee Chair
PAAACE

ESL Report

Greetings everyone,

The ESL Division is happy to report that we will host special guests from the USCIS office in Philadelphia during the Friday Division Luncheon. Our speakers will be giving attendees the highlights of the new naturalization exam, as well as materials to use when preparing for it.

Martin has a lead on a possible sponsor for the luncheon as well.

Martin and I plan to attend Tuesday's meeting.

Respectfully,

E. Cathie Whitmire

Hispanic American Council of Erie

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Communications Report

Hi everyone,

Just a reminder to please send me PAACE news articles by this Wednesday, December 3rd. We're trying to get the edition out before people may be off for the holidays so the deadline has been moved forward. I plan on attending the meeting next week.

Thanks,

Destiny

Destiny Long

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ABLE Report

I am continuing to work with a committee on the ABLE Administrators' Breakfast. It will be held on Friday, February 13th from 8:00 – 10:45 and will consist of a served breakfast followed by two breakout sessions.

I will not be at the meeting on Tuesday, December 9th.

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Commonwealth Library Report

I was able to send out the announcement for the conference registration to a number of list serves and discussion groups.

I will be at the meeting on the 9th.

Eileen R. Kocher | ABLE Resource Center Librarian
Pennsylvania Department of Education
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Phone: 717.783.9541
Toll Free in PA: 1.800.992.2283

Family Literacy Division Report

We continue to plan for the conference, and have no new developments to share at this time. Lori McMonigal and Katherine Vastine will be at the next meeting.

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