

**Governor's Workforce Board RI
Adult Education & Literacy Committee Meeting
September 5, 2013**

Meeting Minutes

Committee Members present: Chair Robert Nangle, Mario Bueno, Robin Coia, Paul MacDonald
Committee Members absent: George Nee
RIDE Staff present: Dr. Philip Less, Sharon Lee, Nancy Labonte, Kim Chouinard
GWB Staff present: Rick Brooks, Elizabeth Jardine, Dan Brown, Hillary Feeney, Amelia Roberts
Others Present: Malcolm Baxter, BIS; Jill Holloway, PDC; Sophie Tan, ILSR; Bernice Morris, PHA; Shirley Fuentes, EFA; Karisa Tashjian, RIFLI
Location: RIDLT Conference room 73-2

Call to Order

Chair Nangle called the meeting to order at 8:32 a.m. and welcomed everyone to the meeting.

Minutes

Chair Nangle asked for a review of the meeting minutes of May 29, 2013 Governor's Workforce Board (GWB) Adult Education & Literacy Committee meeting. Chair Nangle asked if there was a motion to approve the meeting minutes.

VOTE: Paul MacDonald moved to approve. Mario Bueno seconded the motion. The motion was passed unanimously.

Final FY13 Performance Results and JDF Specific Results

Chair Nangle asked Dr. Philip Less to provide an update on the FY13 performance and JDF specific results. Dr. Less referred to the handout showing demographic data pertaining to students enrolled in adult basic education during fiscal year 2012-2013. He noted the majority of enrollees were between the ages of 25 and 44 and 40% of students were employed. Dr. Less further discussed the proficiency levels, ethnicities, and demographic data of the students.

Dr. Less presented the performance results and cost/enrollee data for JDF-funded programs requested by G. Nee at the last committee meeting. He stated a total of 2,588 students were enrolled in JDF programs with an average expense of \$1,275.27 per student. Dr. Less noted that the average statewide educational gain was 53%, which is higher than the Rhode Island average of 51%. He further discussed the performance numbers and the average expense for students who met goals (\$1,520.23). Paul MacDonald inquired about the limited number of students enrolled in the CCRI program and the high cost per student in comparison to other

programs that serve a larger number of students at a lower cost. Dr. Less noted that expenses vary for each program, such as paying rent, staff wages, etc. P. MacDonald asked how programs that lack resources are evaluated in relation to the varied percentages in educational gains. Dr. Less explained that performance based funding results take into consideration programs that serve disadvantaged populations. He noted that skewed data could simply be a result of data entry errors. Dr. Less presented additional information on educational gains, discussing the educational functioning levels and performance targets for FY 13 and FY 14

Action Item:

M. Bueno commented that he would like to see additional information including a short description and report card for each program to further evaluate their performance. Chair Nangle added that he would like to discuss and receive a report on the performance based funding at the next committee meeting.

WIA Incentive Grant Update

Dr. Less reported that Rhode Island will receive a WIA Incentive Grant of \$668,000 to be split between RIDE and DLT. Adult Education is planning to use its share of the grant funds to update its technology infrastructure, to improve the digital literacy skills of its students, and to purchase equipment. Chair Nangle asked if a budget shortfall would occur if the grant was not renewed next year. Dr. Less stated a budget shortfall would not occur. He noted if the One-Stops meet their target as well as Adult Education, Rhode Island may receive another incentive grant next year.

FY14 Adult Educational Goals and Alignment with Biennial Plan

E. Jardine noted that one of the main components of the Board Retreat on October 30th will be to have a concrete conversation about alignment and to discuss how adult education is meeting or aligning with the four priorities of the Biennial Plan.

Professional Development Center Funding Request

Chair Nangle asked Dr. Less to present the request for funding for the Rhode Island Adult Education Professional Development Center (PDC). Dr. Less noted that one of the recommendations of Governor Carcieri's Adult Literacy Taskforce was to "develop a comprehensive state-wide professional development system." He stated that the Rhode Island Department of Education (RIDE) has funded the PDC through a combination of federal "leadership" funds and general revenue state funds. Over the past several years, federal and general revenue allocated funds have decreased by \$295,000. Dr. Less noted that RIDE requested an increase in funding for FY 14, and in response, the General Assembly allocated an additional \$300,000 of JDF funds to adult education instead of increasing General Revenue allocations. Dr. Less requested for RIDE to be allowed to use \$200,000 in JDF funds to support the PDC, in addition to the \$100,000 in leadership funds RIDE has already allocated for PDC funding. Chair Nangle inquired about how this funding request compares to last year's request. Dr. Less stated that it is the exact same request as last year. George Nee asked why the additional funds from the WIA Incentive Grant could not be used for this purpose. As RIDE had anticipated a shortfall for FY 14 for the PDC, why could these funds not be used. Dr. Less

stated that the funds could have been used for that purpose. M. Bueno recommended developing an evaluation process for the PDC if the funding request becomes an annual occurrence.

Chair Nangle asked for a motion to approve the funding request subject to approval by the Strategic Investments and Evaluation Committee (SIC) and full Board.

VOTE: R. Coia moved to approve the motion to allow the allocation of JDF funding to be utilized for the continued funding of the PDC, subject to the referral and approval by the SIC, and to brought to the full board for final approval. Paul MacDonald seconded, all were in favor. The motion was passed unanimously.

Adjournment:

With no further business, Chair Nangle asked for a motion to adjourn the meeting.

VOTE: P. MacDonald moved to approve. R. Coia seconded the motion. The motion was passed unanimously

The meeting adjourned at 9:43 a.m.

Respectfully submitted,

Amelia-Anne Roberts