

FLORIDA DEPARTMENT OF EDUCATION
GED Practitioners' Task Force Meeting
2007 ACE of Florida Conference
Omni at ChampionsGate, Orlando, Florida
Monday, September 24, 2007

Minutes

Members Present: Karine Johns, Mario Zuniga, Kathy Lowe, Michele Antonia, Katrina Bell, Gwen Brock, Hope Clayton, Karen D'Arceuil, Cheryl Garayta, Kim Gates, Angela Green-Izzo, Ken Harper, Michael Heptinstall, Jonathan (Skip) Hill, Nancy Ordonia, Sylvia Raftery, Lynne Ralston, Iowana Whitman-Tims, Ila Waite-Burns, Dr. Wayne Dickens

Guests Present: Josalyn Loango, Ralph Peyton, Susan Pittman, Tom Shetler, Libby Citty, Carolyn Thompson, Christalee Burkett, Brad Bell, Bonnie Goonen, Cheryl S. Allen, Dr. Mark Baird, Dr. Debra Hargrove, Elsa Tuggle, Aaron McKinney

- I. Welcome and Introductions** – Karine Johns, PTF Co-Chairperson, called the meeting to order at 5:35 p.m. and welcomed members and guests.
- II. Approval of Minutes / Budget Report**– Minutes of the May 29 and June 1, 2007 meeting were approved as presented. Karine Johns distributed copies of the GED PTF Performance Based Project Deliverables Form, the Invoice Schedule for the funding period, and the Budget Narrative. She indicated that the PTF has received official notice of funding from the Department of Education; however, no spending activity was reported at this time as the School District's accounting department has just recently coded the project for disbursement of funds. The total budget allocation for the 2007-2008 funding period is \$200,000. \$50,000 has been earmarked for the continuation of the Florida GED Mathematics Initiative; \$50,000 has been earmarked to update the GED Teachers' Handbook; and \$100,000 has been allocated for the remainder of the Project Deliverables and PTF operations. Karine answered questions regarding specific items as needed.
- III. DOE Update** – Mario Zuniga welcomed new and returning PTF members. He commented that we have very demanding Project Deliverables for the 2007-08 project year. He appealed to all members to make the commitment to be actively involved in the PTF this year. Mario also indicated that since one of the goals of the PTF is to provide training opportunities for practitioners, we must be able to measure the impact of the training on student outcomes. Mario Zuniga presented the most recent Workforce Education Division Organization Chart and reviewed the organizational structure as it relates to Workforce Education. Mario also commented that the GED PTF should schedule an additional meeting as a result of the cancellation of the proposed PTF Symposium.

- IV. Nominating Committee** – Karine Johns reported that the Nominating Committee recommended approval of Katrina Bell for membership in the PTF. It was moved by Hope Clayton and seconded by Michele Antonia to accept Katrina Bell as a new PTF member. The vote for approval was unanimous. Mario Zuniga and Karine Johns indicated that there are two vacancies for alternate members. Attendees were requested to be prepared to make recommendations for alternate members at the October 29-30 meeting.
- V. 2007-08 Project Deliverables and Project Team Leaders** - Karine Johns introduced the Project Team Leaders for the eight Project Deliverables for the current funding period. She reminded the membership that each member is again being requested to serve on a Project Team. Project Team Leaders presented a brief overview of the respective deliverables and gave an indication of the short and long range goals targeted for completion of each Project Deliverable. Project Deliverables and Project Team Leaders: GED Model Test Center Project – Christalee Burkett; GED Strategies – Dr. Debra Hargrove; GED Website – Dr. Debra Hargrove; GED Performance Standards – Susan Pittman and Bonnie Goonen; Florida GED Mathematics Initiative – Susan Pittman and Bonnie Goonen; GED Teachers’ Training Manual – Kathy Lowe and Angela Green-Izzo; GED Examiners’ Manual – Ken Harper and Aaron McKinney; GED Manual for Florida Deans and Directors – Katrina Bell and Mike Heptinstall.
- VI. Guest Presenter** –Mario Zuniga presented Dr. Mark Baird, Director of Research and Best Practices, Workforce and Economic Development, FLDOE. Dr. Baird shared a handout of the research he is conducting for the DOE to quantify GED student outcomes for more effective service delivery. Dr. Baird entertained questions following his presentation.
- VII. Next GED PTF Meeting: Monday – Tuesday, October 29– 30, 2007; Quorum Hotel /Tampa.** Members were encouraged to make their room reservations at the Quorum as soon as possible as the hotel is fully booked during the dates of the meeting.
- VIII. Adjournment** – The meeting was adjourned at 7:25pm