

# ABE ADVISORY COMMITTEE

## Meeting Minutes 2/17/00

**Members Attending:** B. Ash, H. Chernow, J. Koss-Cole, K. DeJesus, J. McGovern, S. Martin, Lisa Soricone

**Members Absent:** D. Branco, M. Forry, J. McCarthy, P. Veysey, S. Waldron,

**DOE Staff Attending:** B. Bickerton, R. Derfler, M.J. Fay, S. Petrucci, M. Gillon

**SABES Staff Attending:** C. Reid

**Minutes Compiled by:** M.J. Fay

- 1) Welcome to new member Lisa Soricone, representing MATSOL
- 2) Susan Lane Riley has asked to withdraw from membership in the Advisory Committee for personal reasons.

### Agenda Item #:

#### 1) Meeting Minutes

Motion to approve: Approved

Meeting minutes are a matter of public record: minutes will be posted on the web

Committee agreed to post an updated list of advisory committee members on the web.

#### 2) Review of Competency List

The committee agreed to review the competencies group by group, tabling group I. until the end of the discussion.

Review of Section II:

#7

- Bullet 1: Delete “executive function” change to read “Metacognitive strategies such as learning how to learn.”
- Bullet 2: Change “metacognitive” to “basic skills”
- Bullet 3: Change to read: “Typical and atypical (disabilities, trauma, etc.) human development and how they impact learning and learner retention.”

*Motion to approve Section II as amended: unanimous*

Review Section III:

#10:

- Bullet 3: Change to read “Learning styles across cultures.”

#12:

- Change “Understands” to “recognizes.” Delete “and uses this knowledge to develop appropriate strategies.”

#13

- Change sexual preference to “sexual orientation;”
- Change to read: “Recognizes how different forms of discrimination based on culture, class, disability, gender, language, race, or sexual orientation might affect learning, teaching methods, and instructional materials.”

*Motion to approve Section III as amended: unanimous*

Review Section IV:

#19:

- Bullet 1: “Underlying theories and influences and how they have shaped one’s approach to teaching.”
- Bullet 2: Change to read: “Alternative approaches to teaching and learning and the contributions they might offer.”

*Motion to approve Section IV as amended: unanimous*

Review Section V:

#20

- Change to read “Can use a variety of instructional methods and techniques that can be used effectively with and address the full range of adult learning styles and needs.”
- Staff will reduce the number of indicators and remove select references to “learning styles.”

#21

- Change to read “Can use a variety of instructional tools that are effective in instructing the adult learner.”

#22

- “Can use effective strategies that encourage learners to develop and use critical thinking, solving complex problems, working with diverse groups, and identifying and using resources.” Vote: 7 for, 1 abstention
- Bullet 1, keep it, but staff to reword so as to not repeat what new competency says.

*Motion to approve Section V as amended: unanimous*

Review Section VI:

#23

- Change “sensitively” to “appropriately” 6 for, 2 abstentions
- Bullet 1: Add “sensitive,” add “abilities, disabilities;” change to read: “Language appropriate and sensitive to learners’ abilities, disabilities, ages, levels of development, gender, race, and ethnic, linguistic, and socioeconomic backgrounds.”
- Bullet 2: Delete

#25

- Change to read “Recognizes the importance of referring adult learners with challenging life issues to the appropriate resources.” unanimous
- Staff will develop language for 3 bullets as follows: 1) identify, 2) methods to research, 3) facilitating learner access to

#26

- Bullet 3: change “Parent Teacher Organizations” in parenthesis to “involvement in children’s education”

#27

- Bullet 4: Change to read “Ways to collaborate with members of the broader community.”

*Motion to Approve Section VI as amended: unanimous*

Review Section VII:

#28

- Change to read “Can use, design, and interpret ...”
- Bullet 1: Add “...commercially produced and/or alternative assessments.”
- Bullet 2: “Administering and interpreting...”
- Bullet 4: Change to read “Determining learner interests and setting initial goals.”
- Bullet 5: Delete
- Bullet 6: Move to competency #16

#29

- Change to read: “Can use, design, and interpret formative and summative assessments to evaluate learner progress.” unanimous
- Staff will make sure language is parallel with language in the bullets with #28

#31

- Change to “Can use data collection systems for program improvement.” 7 for, 1 abstention
- Bullet 1: “Contributing to manual and computer recordkeeping systems.”
- Bullet 2: Add “...and performance expectations.”
- add bullet: data analysis and interpretation (see Bob for language)

*Motion to approve Section VII as amended: unanimous*

Review Section VIII:

#32

- Committee agreed to postpone approving until we discuss “evidence of sound moral character”

#33

- Change to read: “Engages in goal setting, professional development, and lifelong learning.”
- Bullet 1: “Systematic methods and tools for identifying and assessing areas of knowledge and practice that require improvement.”
- Bullet 2: Delete
- Bullet 3: Include in final bullet “service learning/community projects;” delete “and career planning;” change to read: “Professional development activities such as (...)”

*Motion to approve Section VIII (with the exception of #32 as above) as amended: unanimous*

Review Section I:

#1

- Change to read “Knows the history, structure, purposes, and critical issues of adult basic education.”

#2

- Change ESOL to “English language acquisition”
- Change to read “Knows the foundational subject matter necessary to teach basic literacies and English language acquisition in math, reading, writing, English language acquisition, and ASE/GED instructional settings...” 6 for, 1 abstention
- Bullet 1: Change to read: “Discrete numeracy, computation, and problem solving.”
- Bullet 3: Change to read: “Structural awareness of and ability to communicate effectively in the English language.” 3 yes, 2 abstentions
- Bullet 5: Delete
- Bullet 6: Change to read: “Making and conveying meaning effectively...”
- adopted, with the understanding that it may need to be revisited when we discuss assessing proficiency

#3

- Change to read “Knows foundational subject matter about established...”
- Bullets: staff will remove plurals and add hyphen to web-based

*Motion approve Section I as amended: unanimous (by those remaining)*

### **3) Title of Certification**

Move to next meeting’s agenda.

### **4) Streamlining Proposal**

Move to next meeting’s agenda.

### **5) Preparation for Upcoming Meetings**

**Next Meeting: 3/10/00 at Bunker Hill Community College from 9 a.m. – 1 p.m.  
3/14/00 at Malden Public Library from 1-4 p.m.**