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The Learning Cornerstone  
Community Advisory Committee Meeting  
February 13, 2008

Attending:

Edith Anderson – Student, NPC  
Sonja Banyacya – NAU – Education Opportunity Center  
Rhonda Becenti – Assistant to the Secretary – Developmental Services, NPC  
Willie Begay – Special Sites Coordinator – Developmental Services, NPC  
Helen Billy – Chinle Dine Empowerment Center, TANF  
Geneva Durkee – Navajo County Library District  
Claude Enfield – ECD Program Coordinator, NPC  
Marylena Ethelbah – White Mtn. Apache Tribe – WIA Program  
Heidi Fulcher – Dean – Developmental Services NPC  
Michelle Hayworth – WIA Winslow  
Eric Henderson – Vice President of Learning – NPC  
Rickey Jackson – Faculty, NPC  
Terilyn John – White Mtn. Apache Tribe – WIA Program  
Dawn Johnson – Special Sites Coordinator – Developmental Services, NPC  
Ruth Key – Resident Service Coordinator – White Mtn. Apache Housing Authority  
Sharon Macedo – WIA Winslow/Holbrook  
Louella Nahsonhoya – Transition Specialist, NPC  
Pat Natseway – Transition Specialist, NPC  
Shannon Newman – Faculty, NPC  
Gail Sadler – WIA – Navajo County  
Lorraine Singer – AAIC – WIA Program  
Debbie Thomes – Family Advocate – Head Start Snowflake Agency  
Joan Valichnac – Faculty, NPC  
Tomie Zamora – Secretary to the Dean of Developmental Services, NPC

NPC Report:

Heidi Fulcher – Dean, Division of Developmental Services, NPC:

Fall 2007 TLC offered classes at 18 sites (89 labs). This represents lower FTSE than Fall 2006, and lower headcount. We're trying to move towards managed enrollment – something our ADE funding source is advocating. We still have some open enrollment and open exit. This is based on the individuals' pace for completing the course(s). Spring 2008 has 18 sites and 79 labs. We're trying to negotiate with the State to add another site for next year. The program is having problems keeping an instructor at Pinon. Spring 2008 fewer labs (8) were cut. The remaining labs are really full. We're trying to get students in at the beginning of the semester, so they won't interrupt the flow of the classes (managed enrollment model). The headcount and credit count will be available in 6 weeks due to the FTSE day being the end of this month.

**TLC 3<sup>rd</sup> Party Sponsors :** Navajo and Apache Counties Workforce refers students to the Allied Health Project; Workforce partnered with NPC in writing the proposal for the Allied Health project. Navajo Dept. of Workforce Development (NDWD) refers many students; the majority

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are served at the sites supervised by Willie. White Mountain Apache Housing Authority and the Apache Tribe refers and sponsors many students at Whiteriver. Navajo Nation Program for Self-Reliance (NNPSR): refers many students at Chinle and Pinon; they help students from other agencies as well. PELL grants are available to students who enroll in TLC college developmental courses.

NPC now provides ABE In-Kind Tuition because the ABE grant no longer pays for tuition. There are currently 119 students sponsored by the Tuition In-Kind scholarship for Spring 2008. We have spent close to \$16,000 out of \$32,000 available spring 2008. The total amount of funding for the year is nearly \$64,000. We began with \$6,000 for summer II, but spent \$4,000; the remaining \$2,000 was set aside for summer I 2008. For fall 2007, we had \$28,000 available and spent approximately \$24,000. The remaining amount was added to spring 2008. The spring balance will be rolled over to summer 2008.

The new Prop 300 has an effect on the enrollment of students – especially our small ESL population at Springerville, WMC and SCC.

**Facilities Providers:** NPC has 4 campuses and 6 centers, 1 “unit” (Sanders). NDWD provides a classroom at Greasewood and Ft. Defiance. NNPSR provides a facility in Chinle; this includes Willie’s office, and a classroom for daytime classes. Dilkon Chapter is used for a classroom for 13 students currently enrolled in the Dilkon community. Ganado Schools provides a classroom. Pinon Unified School District provides an excellent facility and refers students – but we have not found an instructor! Chinle High School provides a facility for night classes.

**Grant Funds:** ABE/ASE Grants have been divided into several grants: Distance Learning; ELAA; EL/Civics; ASE Reframing; Allied Health Initiative. Allied Health serves students in Chinle, Winslow and Show Low that are in the Nursing Assistance Training Program. This short term action research initiative was developed in partnership with Navajo and Apache Counties Workforce Partnership.

### **Projects and Initiatives:**

- ASE Reframing Pilot is another action research initiative through the Arizona Department of Education. Its focus is to change the way we look at ASE (Adult Secondary Education). Overall programs are getting away from thinking of “GED” at the ultimate goal. We are helping students look beyond the GED to extra services that make the connection to employment or the transition to post-secondary education. There are three Arizona programs participating in this ADE pilot: Coconino Community College, Pima Community College and NPC.
- Professional Development Leadership Academy- This statewide project consists of 6-member teams from each participating adult education program. They participate to learn and develop strategies build a better professional development for their program.
- Education Technology Integration- The state has developed standards for adult education to provide technology for students. NPC is working on its technology plan. The plan utilizes laptops to provide technology at class sites without computer labs or internet.
- The Distance Learning (DL): We’re relating it to the ASE Reframing and the Educational Technology Integration projects. Dawn Johnson is coordinating our DL

project. She is working with our full time instructors to develop courses that use on-line software to help students prepare for the GED test.

- Public Information Task Force (PITF)- This small group includes representatives from various programs and ADE-AES staff. Currently PITF is working closely with ASE Reframing Project to develop information for statewide dissemination on how the GED or ASE has been “reframed

**Recent Accomplishments:**

- 11 staff members attended the Arizona Adult Education Conference in Phoenix December 2007.
- Allied Health Initiative (Joan Valichnac). The first Allied Health Cohorts finished in Chinle and Winslow. Started in Chinle with 8 students and finished with 6 students in fall 2007. Winslow started with 9 students and all 9 have finished in fall 2007, with 3 of these students who have received their C.N.A. license. The 2<sup>nd</sup> Cohort in Chinle started with 11 students and we now have 9 students. Show Low has a group of 9 or 10 students. 3<sup>rd</sup> Group doing the remediation in Winslow. 33 people should be getting their Nurses’ Aid Licenses. Allied Health serves students who place at ABE level (this is approximately 6<sup>th</sup> - 9<sup>th</sup> grade levels), students are at risk when they sign up for the NAT course. Students begin by studying TLC math and reading, medical terminology and EMT. Next term they progress to the NAT courses. Their NAT studies are supported by a concurrent TLC study skills class. The program proposed to serve 60 students in all, but is now down to 48 or 50 students. If the Dept. of Labor pulls back the funds, then the Spring group may be cut short. The program is waiting for a guidance letter to determine what funds and how much money will be provided for funding.
- GED referral developed and scheduled “Orientation Sequences”. (Rickey Jackson)  
Part. 1: “Opportunities Through Education” includes goal setting and discussion of strategies and resources for transition to other services after passing GED.  
Part. 2: GED orientation: Student who are ABE 3 or above and want a GED progress to Part 2. It includes math review, essay practice and the GED practice test and more. During this initial pilot all Orientations are held at the 4 NPC campuses. The sessions take about 12-14 hours to complete. Both sessions need to be completed before students receive a GED referral form. Effective January 2008 all GED candidates need a GED referral form to take the GED test at NPC. NPC’s ASE Reframing Pilot partners the GED examiners at Chinle High School and Dine College are also encouraging students complete orientation before taking the GED exam. Similar strategies are being used at Coconino Community College and Pima College to provide students with services and advising for post-secondary education, college, or a job.
- 2<sup>nd</sup> GED Ceremony was held in January. (Louella Nahsonhoya). Of 300 students invited, 27 people RSVP’d and 11 students showed up. Next GED graduation ceremony will be held on June 6, 2008 at Chinle. Began Instructional Coaching and Professional Learning Communities also started enrollment for the Distance Learning Program.

### **Professional Development:**

- NPC's participation in AECAP, (Adult Education Coordination and Planning) resulted in the implementation of annual Professional Learning Sessions (PLS) for all staff members, faculty and adjunct faculty members. Each TLC staff member is required to attend one session per year.
- (Shannon Newman) PDLA (Professional Development Leadership Academy), provides Instructional Coaching and Professional Learning Communities. This semester, all full time and part time faculty and the Learning Assistants are involved in the Professional Learning Communities. They will meet 3 times per semester or once a month at various locations throughout the state. Our focus this year is on data. The second part of the PDLA is the Instructional Coaching, or mentor/protégé relationship, which is for all TLC faculty members and learning assistants. The program has had a mentor- protégé type relationship with Adjunct Faculty members for many years; but the professional coaching is an improved model. One improved factor will be to keep up with individual professional development plans and help each individual work towards relevant professional learning goals.
- Leadership Excellence Academy – Offered to Directors of Adult Education. Heidi is participating.
- Distance Learning & Technology Plan (Dawn Johnson): Dawn is NPC's representative to the Technology Integration Project. She is working with other educational technology experts, ETE's, on how to implement technology. The ultimate goal is to integrate all technology into the curriculum as appropriate. There is also a need to make sure that our technology is upgraded regularly. Dawn has been working and meeting with the IS department to plan out and see what they can bring to the TLC classroom.
- PDLA Coaches Training – Made up of 6 people, with Rickey being the Team Leader.
- Distance Learning 101 – 5 Distance Learning instructors have an opportunity to participate in an online course for Distance Learning. It will give us an idea on how to handle future distance learning courses. Rickey has developed a survey for the students to help us determine which students would be a candidate for the DL program. The screening of the students will help us help the students to become successful in completing the DL online courses, which will then help them when they take the GED test. Students have to have a certain reading skills and know how to use technology for the DL program. NRSpro (National Reporting System Pro) – Computerized data system for all of our records. The system is still incomplete.

### **Professional Learning – Presentations:**

- NISOD (National Institute for Staff Organizational Development) May 2007 – Using Data for Program Improvement: Rickey and Shannon presented our data for program improvement, which relates to the PDLA and AECAP work.
- AZ Adult Ed. Conference Dec. 2007: Joan presented the Allied Health Initiative. Heidi presented the ASE Reframing initiative.
- NISOD May 2008 – Joan will present the Allied Health Initiative.

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**Challenges:**

ADE's increased emphasis on data-driven decision making coincides with a new data system that is incomplete. There is a likelihood of reduced funding at the federal and state levels for FY 09. All the operational pieces are beginning to fit together, but the fragmented budget and detail-oriented, non-functioning data system make reporting difficult.

Navajo County WIB Report – Gail Sadler, WIA – Navajo County:

We do training with both counties. We have 17 mandated partners within the government agencies to partner with us to co-enroll students to provide basic ed. and do work readiness. All of our performance measures are employment related. As of January 15, 2008 summary, we are contracted to serve 120 in both counties. We carried over 74 from the previous years' enrollment and continued their enrollment and training. Of the 74 vocational training students, 26 are in the RN program. Some of those students started out at GED/Basic Ed students and we've continued to help them for 2 or 3 yrs. We have youth and adult students. We help the youth students with the basic ed. enrollment and the NAVIT program. We counsel students with getting vocational training after they receive their GED. Have enrolled 25 youths this program year, 89 adults and 21 dislocated workers. Of the 89 adults enrolled, 34 are taking basic ed. courses. With 16 of the 25 youths enrolled in the GED type classes as well as getting vocational training. We have frozen enrollment for this program year, except for the summer youth. We have a 220% enrollment status. We will do everything we can to keep an obligation to everyone in the program to be funded so that they can continue their education and training.

Member Reports

Edith Anderson – Student, Northland Pioneer College:

No report

Sonja Banyacya – NAU Ed. Opportunity Center Holbrook:

No report

Willie Begay – Special Sites Coordinator – Developmental Services, NPC:

No report

Helen Billy – Chinle Dine Empowerment Center, TANF:

Navajo Nation Program as a training instructor: We continue to serve our customers. Welfare reform program is part of the Self Reliance program, so our customers have to be working. Majority of our customers are high school dropouts. GED/HS grads. need and want classes in Pinon. Our programs are all based on referrals. All of our customers coming to us have to have a referral.

Geneva Durkee – Navajo County Library District:

No report

Claude Enfield – Northland Pioneer College:

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Amazing Brain Institute is coming up on February 23, 2008 from 8 am – 5 pm. Prop 203, the cigarette tax money. The regional council is being formed now and they just need to be signed. The partnerships in Apache and Navajo county may cease to exist once the councils are formed. The one in Apache County is very active with parents helping out with the Pre School Program. Given away all 27 General Education Scholarships for the Early Childhood Program. We have stand-alone Early Childhood classes in Rock Point. Enrollment is up. No conference this year.

Marylena Ethelbah – White Mtn. Apache Tribe – WIA Program:

No report

Michelle Hayworth – WIA Winslow:

No report

Terilyn John – White Mtn. Apache Tribe – WIA Program:

GED program not started yet. They will contact clients to get into classes.

Ruth Key – Resident Service Coordinator – White Mtn. Apache Housing Authority:

13 students are enrolled in GED courses. 17 students are in job training program. Low enrollment in both programs. 21 students enrolled in the Small Business program. 2-part program: resume writing and interviews. Individual account program; saving money. 6 students enrolled in small business management with 12 more enrolled. Transportation was cut off from social services. The Boys and Girls Club purchased two 15-passenger vans.

Sharon Macedo – WIA Winslow/Holbrook:

Allied Health: Cohort 1 - All students working. Most are working at the Winslow Campus of Care. 2 students retesting for GED. Cohort 2 - 6 students enrolled in Basic Ed. 2 students failed their C.N.A test and not continuing. Cohort 3 - 6 students enrolled in Basic Ed.

Lorraine Singer – AIC – WI Program:

Lorraine has returned to Winslow Indian Center. They are providing a workshop to help people get jobs; there are requirements. Workshop on Friday Feb. 16, 2008.

Debbie Thomes – Family Advocate – Head Start Snowflake Agency:

2 parents re-testing for GED. 8 English GED books checked out. Stress to the clients that the GED orientation is really important. The Prop 300 has a dramatic impact on the enrollment of GED students.

Next Meeting Date and Location

April 30, 2008

11:30-1:00

CEC Holbrook