



COUNTY OF MERCER
Workforce Investment Board
One-Stop Career Center
McDade Administration Building
P.O. Box 8068
Trenton, NJ 08650-0068
Phone: 609-989-6827
Fax: 609-989-6882
www.mercercounty.org/wib



Brian M. Hughes
County Executive

Kelvin S. Ganges
Chief of Staff

Andrew A. Mair
County Administrator

Beverly Mills
Director

LITERACY COMMITTEE

January 20, 2016 ♦ 8:45 a.m.–10:00 a.m.
MCCC Trenton Campus

Present: Gay Egan (Mercer Street Friends), Peg Gould (MCCC), Pat Shump, (One Stop), Beverly Mills (WIB), Jane Kleindienst (Lutheran Social Ministries), Ida Malloy (Rescue Mission), Heledona Katro (Princeton Y), Lynne Wise (Home Front)

The meeting was opened by Peg Gould, Co-Chair of the WIB Literacy Committee.

Review and Approval of December 16, 2015 Minutes:

- The committee reviewed the minutes from December 16, 2015 with the following corrected sentence on page 2 under Discussion/Updates: *They are discussing paying the \$92.00 fee for those who want to take the HSE exam if they cannot afford it.*
- A motion to accept the minutes with this correction: 1st Gay Egan; 2nd Lynne Wise

Consortium Update:

Peg updated the mid-year report is due this week. The Consortium has exceeded enrollment benchmarks at this point which are six months into the grant year (reached 89% of expected enrollment). Benchmarks are progressing in other areas by either meeting or exceeded. Peg advised there would be more discussion regarding the Consortium before the end of the meeting.

Director's Roundtable:

The Consortiums will receive their report card grades based on last year's performance. Peg will mention the topics to be covered at the upcoming Professional Development Day on March 18, 2016 as well as topics discussed at the conference this past November. The Consortium will have to wait and see what the next round of funding will bring. Pat Shump asked about how to follow up to determine retained employment; Peg said the State does random follow-up matches and at MCCC they self-report.

Mercer County Workforce Learning Link Performance Report –December, 2015

Level of Service

Annual Goal:	Enroll 79 students
YTD Goal:	Enroll 40 students (50% LOS)
Actual:	Enroll 41 students (52% LOS)

Outcomes

Goal:	60% of exited students will enter employment, enroll in training or post-secondary education or obtain HSE
Actual:	8 out of 19 students (42%) who exited achieved a positive outcome (5- employed, 3- entered training, 0 obtained HSE)

Educational Gains

Goal:	30% of exited students will achieve at least one educational gain
Actual:	37% of exited students achieved an educational gain (7 students)

Professional Development Day (Brainstorm):

Gay has been very proactive to find a speaker on the topic of how trauma affects people and the impact it has on their learning. Peg asked if there are other topics or speakers anyone would like to suggest. She reminded that Title II funding is to educate students and consortium members should not focus on being daycare providers or restoring drivers' license.

Jane discussed an App called Schoology they have set up at Lutheran Social Ministry; students can access the App from their phone or computer.

Ida discussed her problem of keeping students motivated and asked for input. She added feeling challenged because most of the time it's only her and volunteer tutors with limited training. Currently she has Bonner Scholars from TCNJ but their time is limited and most time need "babysitting." She talked about the time this takes from her work which she should not have to do.

Peg asked if the question was more about student motivation or effective volunteers to which Ida responded it's a combination of both.

Committee discussed a possible topic; "Effective Programming for Volunteers -- How Students Can Use Tutors Effectively." Peg said she would check with Literacy Volunteers of Mercer County about a possible speaker.

Jane mentioned an online organization called "Volunteer Match" that her agency has received good volunteers. She added that generally it is the people who reach out on their own make the best volunteers.

Gay also mentioned retired teachers; Lynn suggested looking into the Association for Retired Teachers and also the Trenton Board of Education.

Other topic suggestions included “How to Cope with a Classroom of Students Who Are at Different Levels.” Peg asked Bev if she could look into inviting someone from the Trenton Police Department to speak on the state of the city as far as safety is concerned. She mentioned the hesitancy of volunteers to go to Pennrose Apartments where ESL tutoring takes place.

Review of Funding Parameters for the Upcoming Title II Grant:

Because funding is getting tighter, Peg thought the Committee should review the composition of the Consortium and re-evaluate who should be funded. Benchmark requirements will not change they will only become more stringent. This especially does not bode well for consortium members who are not meeting their benchmarks. Also, the grant specifically states that a consortium member cannot charge for services.

Peg asked for thoughts about agencies that may be interested in becoming part of the Consortium for the next funding cycle.

Gay suggested we start looking at it from the standpoint of the students’ needs as opposed to agency interest. Peg agreed that the consortium should identify the needs of the students they serve. She further suggested hosting a positive recruitment for education providers – committee agreed. Peg elaborated that after conducting site visits she has a marked difference in what the focus should be. The number one focus should be on student education.

Gay suggested listing student needs and using them as a rubric to score. Suggestions included speaking with agencies who are not currently consortium members: Home Front, Rescue Mission, TASK, Lawrenceville Presbyterian Church. Students needs include: ESL, ABE, HSE, Basic Computer Skills, Citizenship and Workforce Readiness.

Peg mentioned agencies with staff that are mainly volunteers and not trained teachers. Gay said that would fall under the Evaluative Scale along with qualified staff, location and ability to provide services.

Jane asked if the Consortium was fulfilling their requirements. Peg responded that some agencies have not been and the numbers reflect that. The consortium has fair representation but it’s time to bring in agencies with more focus on education. Gay said she agreed and said beyond the numbers it’s about bringing in agencies who are interested in connecting with each other by coming up with best techniques and practices.

Meeting was adjourned.

Next Meeting – February 17, 2016 MCCC Trenton Campus (8:45 AM – 10:00 AM)

REMINDER: Committee will not meet in March – Professional Development Day on March 18, 2016