



WORKFORCE DEVELOPMENT BOARD

CUMBERLAND · SALEM · CAPE MAY

Adult Education & Literacy Committee

Center for Workforce & Economic Development
3322 College Drive, Vineland

January 23, 2024 – 9:00 a.m.

“DRAFT MINUTES”

A meeting of the Adult Education & Literacy Committee was held on Tuesday, January 23, 2024 at the Center for Workforce & Economic Development located on the Rowan College of South Jersey Campus.

Attendance: Alicea Nelson, Amy Ronketty, Barbara Kozek, Courtenay Reece, Danielle Bryant, Jenn Bates, Jonathan Cummings, Joseph Spencer, Katie Czajkowski, Kevin Pileiri, Maribel Bermudez, Maria Alleva, Rebecca Iacovone, Sonya Saul, Susan Jurusz

Staff: Amanda Barnes, Christy DiLeonardo, Cindy Angelo, Jaime Gomez

I. **Welcome/Opening Remarks**

The meeting began at 9:01 a.m. with an around the room of brief introductions. Dr. Jennifer Bates requested a motion to approve the October 25, 2023 meeting minutes.

2023 October 24 Minutes

1st Maria Alleva 2nd Jonathan Cummings

Abstention: Amy Ronketty
Barbara Kozek
Maribel Bermudez
Rebecca Iacovone

Vote Passes

II. **Title II Lead Agency Report**

Jenn Bates directed everyone’s attention to the Tittle II handout provided in the meeting packets. The report showed the consortium updates as of January 22, 2024. She explained that the January report, when compared to the October report, showed that the percentages for performance measures have dropped in terms of Measurable Skill Gains. The decrease is due to participation more than doubling since the last report; October- roughly 60 participants versus Current- 273. Many are still in classrooms and have not yet met the measurable skill gains. From a percentage perspective, only two official benchmark goals have been met- ABE Level 5 and ESL Level 5.

As mentioned during the October meeting, the State Monitoring has since taken place concluding in November, and the reports have been received. As a result of the monitoring, there are corrective actions which need to be addressed. One of the major challenges was the appropriate and timely reporting of the financial information from the partners up to Lead Agency. Additionally, some of the necessary documents were not able to be produced. The goal is to complete a corrective action plan by April 30th.

Jenn reported that the Cumberland County Correctional Facility will be reestablished as a provider. The facility will have 15 hours of classes spread over a course of three days beginning in February. Testing is on hold until all requirements are met and have final approval to proceed is obtained. The goal is for participants to earn their GED while incarcerated so that upon release they are prepared to take part in other services offered. Residents of the facility will be serviced regardless of their official residence.

Some additional state funding was received which will be utilized in the Cumberland Correctional Facility for the classroom being added as well as for Revive South Jersey to address their waiting list issues.

Lastly, Jenn reminded everyone that the grant year under the current contract will be coming to an end on June 30, 2025. This means that there is going to be someone who, as Lead Agency, applies for the pool of funding next year. The state has been very particular regarding who is eligible and able to provide services under this pool of money in terms of performance. It is very likely that the state may notify us that partners who have not been meeting their performance measures or program benchmarks will no longer be eligible to receive funding. It is crucial that partners keep their data in LACES up to date as this generates the report of performance measures. Christy requested that moving forward, the quarterly report which shows the performance measures of each partner in Title II be provided at future meetings.

III. Cumberland/Salem Title II Consortium Partner Report

- Salem County Vocational Technical School-
Maria Alleva- 50 enrolled; 11 Non-RS fundable; Target number is 79. She believes that their target enrollment number will be met. Current Post test- 31% and EFL Gains - around 20%. Talked with Joe Spencer about meeting in March at Rowan and Gloucester County to go over a checklist for all partnering agencies to better prepare for monitoring.
 - Salem County Correctional Facility
The facility has been up and running with a full time teacher; no testing has occurred since HiSet. In the process of getting approval for GED testing.
 - Riverview Family Success Center- no report
- Salem Community College
Maria Alleva- 25 enrolled, 1 is non-RS fundable; Target number is 47. They are at 52% for posttest and 24% EFL Gains
- Millville Public Library
Sonya Saul- Has been updating LACES for the last few weeks. Construction is still ongoing. Over 20 students enrolled out of the target goal of 30. She was very confident that the target will be met by April as they have recently opened half of the building to the public.
- Rowan College of South Jersey- Cumberland
Joseph Spencer – Rowan Cumberland Campus has a total of 103 students that are NRS fundable towards a goal of 184. They have a total of 203 students currently registered for classes. At 54% in terms of post test rate. Shared that he will be attending the NJ

Jobs meeting at the Cumberland Correctional Facility. A counselor/advisor will visit on a bi-weekly basis to meet with residents that are participating in the program so that, once they get their GED or are released, they have some guidance to the next step options and resources.

- Revive South Jersey
Jon Cummings- are funded for 50; serve between 70-80 on an ongoing basis with a waiting list of about 200 people. Reported that they are in the process of getting an IET instructor for the CNA program. Exploring options to leverage the program.

IV. Cape May Title II Consortium Partner Report

- Atlantic Cape Community College
Barbara Kozek- As of December as a consortium met 3 of the ABE education functioning levels and 2 ESL. When the new semester started 180 people were added, which decreased their numbers. At 73% of their level of service of 455; as of the end of December had 332. Cape May is at 58% for the year; as of December had a 58% posttest rate; 5 High School Diplomas; 36 people passed an IET credential exam. Cape May Tech was awarded an additional \$12,801 out of the match money.
- Cape May Tech
Susan Jurusz- Cape May Tech is having a slower than average ABE year and higher than average ESL year. Testing is going well. Additional funding will be used mostly towards updating technology.

V. Workforce Learning Link Reports

- Cumberland and Cape May
Jaime Gomez- From July to December had 72 exits; currently have 26 people in the classroom on the Rowan Campus location and 10 to 15 in the classroom at 275 Delsea. 14 obtained Educational Functioning Level (EFL) gains; 8 entered training; 3 entered employment. Are accepting referrals from Salem and Cape May offices for virtual or in-person classes.

VI. Other Reports

Joe Spencer- 5 computers on Cumberland campus are GED approved. More computers are in the process of being approved. Not officially launched yet. Hoping it will be available in February. Gloucester Campus has 12 seats and weekly testing.

VII. Old/New Business- none reported

VIII. Adjournment

Jenn requested a motion to adjourn the meeting. Motion made by Babara Kozek and seconded by Joe Spencer. The meeting was adjourned at 10:01 a.m.