



**OSY Leadership Team Meeting
Alexandria Westin Hotel
Alexandria, Virginia
January 12-13, 2010**

Meeting Notes

Participants: Cindy Bartelsmeyer (Fort Scott CC), Betty Black (SC), Norma Cregan (KS), Susan Durón (META), John Farrell (KS), Sue Henry (NE), Ron Johnson (KS), Mary Ann Losh (NE), Bob Lynch (NY), Ray Melecio (FL), Pat Meyertholen (OSY Coordinator), Michelle Moreno (OME), Mary Mulloy (VT), Barbara Patch (NH), and Brenda Pessin (IL).

Day 1

Welcome – Norma Cregan

- Mary noted that Norma’s letter helps people to get approved for their meetings
- Pat reviewed the agenda and the materials included in the folders

OSY Activities - Discussion

- Pat pointed out handout “OSY Year 1 Activities” that is included in the packet.
- Betty shared that SC is in the process of going to CD2 and will share it with the consortium.
- Mary Ann noted that NE is putting together a summer school program for OSY and wants ideas, suggestions. 1-week (possibly evenings) school with a focus on credit accrual, life skills, ESL, etc. She is looking for ideas on how to make this a successful experience and asked the other participants for their input.
- The first two lessons for *For Your Health* are completed and are available now on the OSY website.
- Mary said that the website is phenomenal. In the last year, it’s great what’s been done. “Our teachers in Vermont use it all the time.” Pat said that a lot of states ask if they can use the website (yes!). Mary had a concern about what will happen to the website after the end of the consortium. Kansas will keep the website running. John pointed out that the ConQIR website still exists.
- Ray asked if there was a way to track which states were checking in to the website. Pat could check with Deb Drake to see if this is possible. Norma mentioned that this is something that KS and NE could help with (Norma will work with Cindy). Pat said there might be a little bit different look to the home page.

- Pat referred the group to the *OSY* Newsletter and again asked for states to provide information about what is going on in their states to go into the next *OSY* Newsletter.
- Pat and Jessica Castañeda (TN) is working on the *OSY* literature review. This will be ready for review at the TST Mtg. Pat will email it to everyone. Pat will send the Here-to-Work section to the Leadership Team. The group felt that a comprehensive index and a concise executive summary are important to include.
- There is a letter to IMEC in the packet. Pat mentioned that Jack Perry came to our last September meeting and invited us to come to the IMEC meeting (in association with the OME meeting in California) and give a presentation on *OSY*. IMEC asked us for follow-up by way of a letter containing recommendations about *OSY*. Gary Schmucker (NE) talked about the secondary policy brief (that contains information about *OSY*. The draft letter needs to be reviewed by the Leadership Team and finalized to send to IMEC. Two suggestions: Paragraph 3 (change the word “endorsement of” to “support for” and bullet #2 (define recovery youth). Barbie asked about recovery youth. But the letter addresses dropout youth, so let’s go with it as is the group concurred.
- February 22-23 is the TST meeting in South Texas. We have had monthly conference calls and webinars. The face-to-face meeting is important as it goes beyond general information and feedback.
- Video pieces on *OSY* comments about their experiences. We need to get the story of *OSY* “out there.” Michelle will send us the updated video to everyone who requests it. Someone asked if Michelle could put key pieces on a CD-ROM and distribute it at the upcoming MEP Directors’ Meeting in DC.

YR1 *OSY* Annual Performance Report (APR)

Susan presented a powerpoint on the final submission of the APR. It was submitted to Kansas.

- Susan presented a PowerPoint on the APR (see handout).
- Submitted to KS on 12/31/09.
- 2/15/10 states must send in all updates to META for this time to be included in the addendum.

MEP Director/State Coordinator Survey

- Will be posted on the website as soon as Susan presented it

Training and Evaluation Forms

- Just updated the dates on the forms.

Tracking Form was shared with the group.

- Susan asked Brenda to comment on the Tracking Form.
- Brenda shared with the group that she was able to access information better.

OSY Profile

- Sampling plan – recommendation was made to ask states to collect some of the OSY Profiles as a data source for the project. Susan will work with Pat on a sampling plan for the consortium states.
- When should that data collection occur?
- Time period is an issue.
- Data can be used to get a preliminary look at what the data looks like.
- Suggestion was to look at a year point in time.
- Data profile – will ask state to follow data plan.
- Mary asked if we remove Recovery only for reason for leaving school.
- Understands English? – Take off the question.

Information Needed for Final Yr 2 APR

- CSPR data
- CSPR graduation rates and dropout rates

APR Final Report

- Consolidate iPod/MP3 into instructional delivery
- Data will be revised by META for resubmission.
- Tracking Form and Survey should be aligned.
- Susan included MPOs from Consortium States so that consortium can see what states have done to date.

Focus Groups

- Kansas will be one of the states for the Focus Groups
- We need 2-3 other states.
- Staff will be interviewed.
- John will provide incentives to the staff who have participated.
- OSY will be interviewed.
- Susan will come up with the main questions and then work with the questions.

Report on Presentation to OME

- Brenda talked about the visit to OSY
- Brenda, Pat, and Bob talked with OME about evaluation challenges and how to possibly overcome them
- We were shown preliminary data from 2 consortium states to have completed data. This was to show OME what could be collected.
- We should consider the best possible graphic to present the data (pie chart versus bar graph vs. line graph)

Planning for Dissemination Event

- John, Ray, and Pat talked with FL (Tampa/Clearwater area)
- 100+ participants plus OME (includes collaborative partners) with 60 being from the consortium states and 40 being from the other states
- ½ day Leadership Team Meeting before
- Registration process: Charge a minimal fee (no refunds)
- The Toolkit is the key and the dissemination event revolves around it

- Tampa area hotels: \$101 is government rate.
- Ask the consortium states how many will be sent. Then ask the other states.
- Toolkit: Different rooms with computers and hook-up sites; how to use iPod shuffles; bring your own computers; flash drives; roadmap to the tools; how do you use it and how does it work; website. 5 layers of the Internet. Have an awareness strand
- Be sure to include the Leadership Team meeting in conjunction with the Dissemination Event.

OSY Steering Team Meeting

- Saturday evening for the Steering Team meeting. Maybe get a suite so that we could have cheaper meals.
- Dinner meeting from 6:00p-9:00p
- Purpose is to bring rest of the states up to date; dissemination event.
- Overviews, updates, materials for everyone.
- Coordination conference call before the meeting. We should call those with whom we are in contact.
- NJ, FL (new people). Pat will contact Jim Curry. SD and John Farrell will be talking with Barbara Medina.
- John suggested talking with states that may be interested before the March MEP Directors' Mtg.

Meeting Notes Day 2

Year 2 Activities

- **For Your Health - Para Tu Salud** – Bob Lynch presented on the distributed a publication as an example on eliminating germs/washing your hands. There will be a series of 10 publications. These will be on the *OSY* website and NCFH will be linking these to their website. We can make a rubric for the 1-page assessment that comes with each of the 10 lessons. The topics were decided by the TST. For more information, go to the BOCES Geneseo Migrant Center website at: www.migrant.org
- **Living in America iPod Enhancement** – Bob Lynch directed the Leadership Team to the website (see above) to look at information about adult education materials development for the iPod as an enhancement to Living in America (life skills and civics education). The resource center developed and piloted a lesson (see pink handouts in the materials packet). These materials are in English and Spanish and include reinforcing vocabulary and dialog and personalize it. There are pocket guides for students who have literacy skills. Graphics will be added. The Use of the Telephone is the first one done. Illinois has committed funds to the development of five lessons. These are geared to low beginning with extension activities for students who are more proficient. They are well constructed based on research and good practice. Transcripts plus pocket guides plus supplements will be available on the *OSY* website.

- **LEARN Materials** – Barbie shared a lesson on the calendar. Mary showed the group how to navigate around the LEARN website at www.migrantreadingnet.com. Anyone can sign in, create their own password, and use the resources. Each lesson has a pre/post test. All contain standards, lesson procedures. Sometimes Barbie uses the elementary-age lessons and adapts them.
- **Language Assessment** – There are language assessment instruments in the packet. Mary explained the Vermont MEP English Language Proficiency Assessment to measure listening, reading, writing in English. Bob spoke about the New York assessment which shows growth in short-term projects (Oral English Basic Literacy Screening Tool). The directions are self explanatory. It's been used in NY and is included in the SDP. Does the project want to take on validation of this tool? The SOLOM is a 5-point language assessment observation tool. John mentioned that we need to remember that these language assessment tools are for out-of-school youth. For in-school recovery youth, we would use whatever the school district requires. If a student is going back to school or going back for a GED or diploma, then we should use whatever the district has in place.
- Mary suggested that California be invited to give us a chance to hear about what they are doing with OSY in that State because they have so much going on at the regional level (with regional OSY coordinators).

Planning Future Consortium Activities

- Could we have a brochure/handout (Save the Date) to promote the Dissemination Event. What about at the MEP Directors' meeting?

Meeting was adjourned at approximately 12 noon.