



2 South Main Street 2nd Floor Pleasantville, NJ 08232
Telephone: 609.485.0153 Fax: 609.485.0067

Literacy Committee Meeting
Atlantic County Workforce Development Board
February 10, 2023

Attendance: Fran Kuhn ,Barbara Kozek, Charlie Muller, Jane Satterthwaite, George McDonald Robert Rynkiewicz, Donna Michelle Plemons Paul McClellan, Sherrise Moten and Pat Constantino, Chair.

Absent: Dr. Phillip Guenther, Dr. Barbara Gaba, Nandini Singh

The meeting was called to order by the Chair Ms. Constantino at 2:40 pm. Minutes from the November 2022 meeting, were previously emailed for review and consideration.

Jane Satterwaite offered a motion to approve the minutes. This was seconded by Robert Rynkiewicz and the minutes were unanimously approved.

Partners reports

Learning Link- Jane Satterwaite reported on Leaning Link activities noting that to date 38 students had been served, seven had completed the program and 4 had received their HS Diploma. She reported that another 4 students had entered employment.

HSE Testing- Michelle reported that new vouchers have been purchased and that HSE testing was in full swing. January was completely booked with available February seats being nearly at capacity as of the date of this meeting. Once again “no-Shows” was the only reported issue.

CASAS – George McDonald reported that the available seats for CASAS testing had been increased. The County IT staff were able to set up additional computers to bring the lab to its pre-Covid capacity. He also reports that HiSet service has improved since the beginning of this year.

ACCC- Barbara Kozek announced that an additional \$61,000 has been received from NJ DOL Title II which will be used for Technology needs. Laptops will be purchased for students use while in classes. Additionally, Barbara provided a report on Title II and Supplemental services provided during this reporting period.



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Atlantic City Library- Bob R . reported that on Christmas day, the library experienced a flood caused by a broken sprinkler. He thanked ACCC for their assistance during this time as they were able to provide programing space to insure uninterrupted services. He reported that DOL has refunded the existing programs and that ESL services have been added in Atlantic City Library and walk in services are now available at the Richmond site. The Library has been able to hire a Full-time staff for the Fresh Start Program and is planning a Job Fair at the library in the fall of 2023.

Old Business

Sherrise Moten shared the calendar of Workforce Development Board/ Committee Meetings for 2023.

New Business: George Mc Donald announced that he will be leaving as he has accepted a new position within County Government.

The meeting was adjourned at 3: 45pm with a motion made by Barbara Kozek and seconded by Jane Satterthwaite.

Respectfully submitted by the Chair Pat Constantino.

Next meeting July 11th 2:30pm.



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Testing Statistics November 2022- January 2023

HiSet High school Equivalence Test

MONTH	# of Examinees	# of Tests	# Test Passed	% Passed	# OF VOUCHERS Used	% of Test that use Vouchers	# HSE earned	% HSE earned	Learning Link # People	ACCC # People	Youth # People	Outside # People
	November	15	19	15	79%	5	26%	3	20%	4	5	1
December	17	48	43	90%	19	40%	10	59%	1	4	3	9
January	24	54	23	43%	15	28%	3	13%	4	6	11	3
Totals	56	121	81	67%	39	32%	16	29%	9	15	15	17
								% to Total	16%	27%	27%	30%

CASA Testing

MONTH	# of Examinees	# of No Shows	% of No Shows	Funding source									
				SNAP	Adult	Youth	NJYC	TANF	DVR	HSET	DW	DSWK	GA
November	57	27	47%	15	15	2	2	2	3	4	2	1	11
December	56	27	48%	18	15	8	0	2	1	4	1	3	4
January	106	45	42%	24	19	10	18	15	4	3	1	6	6
Totals	219	99	45%	57	49	20	20	19	8	11	4	10	21
		% of Total		26%	22%	9%	9%	9%	4%	5%	2%	5%	10%

Learning Link

	November	December	January
Total referrals	2	2	3
Enrollment	35	36	38
Referred to WLL	0	0	0
Completion	0	1	1
Referred to Post secondary	0	0	0
Educational/ Job training	0	0	0
HSE Credential	0	1	1
Dropped or 90 Days	0	0	0
Entered employment	1	2	1
Totals	38	42	44