



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
November 16, 2022

Attendance: Barbara Kozek, Charlie Muller, Jane Satterwaite, George McDonnell, Robert Rynkiewicz, Paul McClellan, Sherrise Moten and Pat Constantino, Chair.

Excused: Fran Kuhn

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 August 2, 2022 meeting, were previously emailed for review and consideration. Mr. Muller offered a motion to approve the minutes. This was seconded by Barbra Kozak and the minutes were unanimously approved.

Partners reports

Learning Link- Jane Satterwaite introduced Mr. George Mc Donnell and they provided an update on Learning Link activities noting that 21 new students were enrolled, four obtained their HSE, eight recorded a Measurable Skills Gain and six achieved educational increases that allowed them to enter employment/training while another seven when now able to enroll in post-secondary education.

HSE Testing- Jane Satterwaite and Barb Kozek report on some logistical issues that have been encountered with HSE testing. Most notably it was explained that when paying for the test with a Voucher, the current system will only allow one test per student. In addition, we also learned that HISET would only allow students to test 3 times in a subject per calendar year. Both of these regulations may elongate the time it takes a student to complete all required components

CASAS – “No shows” was the only issue identified with the delivery of this service. Bob Rynkiewicz, Director, Atlantic City Free Public Library, also reported that often individuals seeking service at the Library sometime refuse to complete the required testing with Seniors being especially reluctant. Pat Constantino related that PathStone experienced similar issues and that offering the option of using a paper version of the test was an alternative that most refuser could live with. Barb Kozek volunteered to reach out to CASAS and confirmed that paper testing was still a viable option and has subsequently shared that information



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ACCC- Barbara Kozek provided the following report on Title II and Supplemental services provided as of October 31, 2022 and planned for the upcoming year.

Supplemental grant as of Oct. 31st

39 referrals

33 enrolled

10 enrollees from Atlantic City Electric Program

1 referral from PathStone

6 TANF/SNAP

7 SNAP only

1 Youth referral

Title 2 WIOA

Contracted LOS: 381

LOS to date: 259, which is 68%

4 HSE diplomas

2 ESL students enrolled in college

5 American Hotel and Lodging Association Guest Service Certifications, 11 to test 2nd week of December

Literacy Volunteers of Cape Atlantic is offering ESL class at their office on Main Street in Pleasantville as well as one on one tutoring in ABE and low-level ESL. Their ESL class at their office has 7 active students.

Atlantic Cape Spring semester offerings:

2 Level 1 AM classes

2 level 1 PM classes

1 level 2 AM class

1 level 2 PM class

1 level 3 AM class

1 level 3 PM class

2 AM/1PM College Pathways 3 classes

2 AM/1PM College Pathways 4 classes

ABE classes M/T/W 9am-4pm with live stream capability

HSE Prep classes M/T/Th 9am-12:30pm, 1:00pm-4:00pm, 6:00pm-9:00pm with live stream capability

Bilingual Gaming class: BJ/Roulette, Guest Service certification in contextualized

ESL/workplace readiness course 4/3/23-6/30/23



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Interested students should reach out to Barbara Kozak.

It is apparent that Literacy Services are responsive to the Community Engagement and Access Initiative and are not only being offered at multiple times but they are also being offered at Family Success Centers as well as at the college.

Old Business

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

New Business: None

The meeting was adjourned at 3:30 with a motion made by Paul M. and seconded by Barbara K.

Next Meeting February 10,2023 2:30pm .

Respectfully Submitted,
Pat Constantino, Chair