



**Executive Director’s Report
Carol Shults-Perkins
January 14, 2019**

Highlights since December 10, 2018 board meeting

CVABE Volunteer Handbook – The updated handbook will be presented and discussed at the board meeting.

Board Portal on the CVABE website – The contents of the board portal have undergone revisions providing fuller access to board meeting documents.

- The new edition of the CVABE Volunteer Handbook was added under *Organizational Documents*.
- Board meeting documents are organized accordingly:
 - FY2019 - Meeting documents are being added as meetings occur
 - FY 2018 - Meeting documents are on file for each of the six meetings which occurred during the year
 - FY2017 - Meeting minutes ONLY are on file for each of the six meetings which occurred during the year

Portal main page

Example - December 10, 2018 board meeting documents

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12/10/18

- Board Agenda 12-10-18
- CVABE FY2018 Financial Audit
- Executive Director Report - December 10 2018
- CVABE 2018 Annual Report - FINAL
- Financial Reports - 12-10-18
- CVABE FY2018 Form 990
- Fundraising Update Through November 30 2018
- Board Meeting Minutes - 12-10-18

SAVE THE DATE – Please mark your calendars for our **Student Completion Ceremony - Wednesday, June 19, 2019 (6:30 PM) - Pavilion Auditorium, Montpelier.**

Student Assessment Update – In December, Kate and I spoke about the most widely used VAOE approved student assessment, *Test of Adult Basic Education (TABE)*, which was updated to a more rigorous version on July 1. The Agency had set December 31, 2018 as the sunset date for using the older version of TABE for progress assessing students with baselines set prior to July 1.

Students are progress assessed annually (and often in the final quarter April – June of the fiscal year). Our projections were that ½ or more of the students served by CVABE thus far this fiscal year had their skill level baselines established using the older assessment and would not have the minimum number of hours of instruction since their last assessment to be deemed ready for a progress assessment by December 31st. This situation caused us serious concern, as two key grant outcomes are dependent upon progress assessments and students’ annual skill gains.

CVABE and the other providers lobbied the VAOE for an extension of the sunset date to June 30 given that the USDOE provided notification of a June 30, 2019 sunset date for the older TABE assessment version. The agency approved our request. The result should provide CVABE and the rest of the State the necessary time to meet our 2019 grant outcome expectations for percentages of students with progress assessments and having measurable skill gains.

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Please stay tuned for further CVABE news in the upcoming months.

Carol Shultz-Perkins