**K-12 & Mt. SAC Regional Consortium**

**Meeting Agenda**

April 10, 2014

2:00 p.m.

Hacienda La Puente Adult Education, Willow Center – Cafeteria

14101 East Nelson Ave., La Puente, CA 91746

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| X | Baldwin Park (Veronica Valenzuela, John Kerr) | X | Charter Oak (Jeanine Robertson) | X | Mt. San Antonio (Donna Burns) | X | Walnut Valley (Jose Annicchiarrico) |
| X | Bassett (Albert Michel, Virginia Espana, John Maltes) | X | Covina Valley (Lynn Broudy) | X | Pomona (Enrique Medina) | Partners present:  Priyadarshini Chaplot | |
|  | Bonita | X | Hacienda La Puente (Vicky Rossier, Bruce Krall, Matthew Smith) | X | Rowland (Rocky Bettar) |

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| **Agenda Items** | **Outcomes** |
| Welcome & Agenda Check | Good. |
| Superintendents/Trustees   * Who is attending the kick-off today? | Collected a list of superintendents and trustees to inform Vicky in acknowledging them during the kick-off meeting. |
| Run-through of today’s kick-off session and task group orientation | Walked through the kick-off session and subsequent task groups orientation. Agreed to have steering committee members be distributed among the five program areas for the kick-off session. Agreed that it was reasonable to ask the task group members to set up a face-to-face meeting in the next two weeks. |
| Task group co-chairs   * What are their roles? * Do we need to sweeten the deal? * How will they connect with the steering committee? | * Asked to be the point people for their particular program areas and coordinate the work. They are not solely responsible for the narrative but they will help to keep the group on schedule. * Given complications of how stipends are provided differently between districts, the additional hours provided to the co-chairs will be an attractive incentive. * The task groups will connect to the steering committee through Priya. We also discussed having steering committee members attend at least the first set of task group meetings. |
| Allocation (Donna)   * Can allocation be used for backfilling time of the regular staff in addition to hourly pay? | Jeanine had asked for the committee to consider this using allocation to backfill time of regular staff in the case that additional monies were left at the end of the planning grant. Given reduced capacity, she has asked someone from another department to work on the task groups. The committee determined that additional information about the specifics was needed and agreed that since this is not time sensitive now, the conversation can be tabled to a future meeting. |
| Next face-to-face meeting for all task groups to convene | Conference call – Monday, April 21, 9:00 a.m. – 9:30 a.m.  Face-to-face meeting – Thursday, May 8, 12:30 p.m. – 2:30 p.m. |
| Other issues |  |

**Future meetings: Steering Committee meeting on Thursday, May 8 from 12:30 p.m. to 2:30 p.m. (2nd Thursday of each month).**