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

**Steering Committee Minutes**

NOTE DATE AND TIME CHANGE

Thursday, June 11, 2015

11:00-2:00 p.m.

Mt. San Antonio College, Bldg. 40, Rm 103

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| X | Baldwin Park (John Kerr, Veronica Valenzuela) | X | Charter Oak (Eric Martinez, Kathleen Wiard) | X | Mt. San Antonio(Donna Burns, Liza Becker, Madelyn Arballo) |  | Walnut Valley(Jose Annicchiarico) |
|  | Bassett (Albert Michel, Virginia Espana) | X | Covina Valley(Dan Gribbon, Claudia Karnoski)  | X | Pomona (Cheryl Henry, Enrique Medina) | **Partners/guests present**:  |
|  | Bonita | X | Hacienda La Puente(Matt Smith, Elena Paul)  | X | Rowland (Rocky Bettar) |

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| **Agenda Items** |  |
| Welcome & Agenda Check | Wanda reviewed the contact list for the Steering Committee. Kathleen Wiard was added from Charter Oak. Bruce Krall and Omi Sloan were deleted from the list. |
| Minutes of 5/6/2015 | Madelyn moved and Eric seconded a motion to approve the minutes with the correction of replacing Eric’s position from “expert consultant” to “professional expert”. Motion carried. |
| Objectives for the day: | 1. Budget Update – Donna presented a draft carryover budget for the remainder of the grant. Several districts provided updated expenditure information which required some adjustments to the carryover figures. (See attached spreadsheet.)
2. Summer Activities -Curriculum alignment & development of common assessments- Wanda shared the plans from the Task Groups.
* Apprenticeship will not meet during the summer but Alice will be invited to sit in on the CTE committee to provide insight into transitions.
* AWD- Georg Stansky and May Lange will serve as co-chairs and will meet to work on the following tasks:
1. Mt SAC will become a vendor of tSan Gabriel/Pomona Regional Center
2. Mt SAC will write course outlines of record to expand course offerings
3. Mt SAC has been invited to observe the CARF certification at IRS
* ESL- Wanda shared a list of participants and a plan for summer work. Teachers have been requested to bring any curriculum guides, course descriptions and textbooks to the meetings.
* ASE and ABE- Wanda shared a list of teachers and focus areas for summer work. It was noted that Walnut should be listed as “Does not offer ABE or ASE”.
* CTE requested teachers and curriculum experts who could lead the work in aligning course in the areas of Health Science and IT. Districts were requested to send names directly to Eric and he will coordinate the groups. The Steering Committee agreed that IT will include courses in basic computer applications.

It was noted that membership in the Task Groups may be fluid during the summer with teachers coming in and out at different times. Districts will send additional names to Wanda and she will forward them to the Task Groups. Task Groups will need to provide sign-in sheets, minutes and summaries of meetings to bring new members on board.Districts will need to ensure that teacher hours do not exceed the amount budgeted. |
| Other issues: | The group celebrated the retirement of Donna Burns, Dean of Continuing Education. Her leadership and work as the fiscal agent for the grant has been paramount in moving the work of AB 86 forward. |

**Next meeting:** Thursday**,** July 2, 1:00-3:00 at Mt. SAC, Bldg 40, Rm 103