



Steering Committee

Baldwin Park <input checked="" type="checkbox"/> Veronica Valenzuela	Charter Oak <input checked="" type="checkbox"/> Ivan Ayro <input type="checkbox"/> Debra Black	Mt. SAC <input checked="" type="checkbox"/> Madelyn Arballo <input type="checkbox"/> Tami Pearson	Consortium <input checked="" type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Lila Manyweather <input checked="" type="checkbox"/> Ana Ramos
Bassett <input checked="" type="checkbox"/> Albert Michel	Covina Valley <input checked="" type="checkbox"/> Virginia España	Pomona <input type="checkbox"/> Enrique Medina <input type="checkbox"/> Miguel Hurtado <input checked="" type="checkbox"/> Marie Dennis	Partners/guests present: Noelle D'Ingillo, C-VUSD
ESGVROP <input type="checkbox"/> John Smith <input checked="" type="checkbox"/> Leticia Covarrubias	Hacienda-La Puente <input type="checkbox"/> Gregory Buckner <input checked="" type="checkbox"/> Micah Goins	Rowland <input checked="" type="checkbox"/> Rocky Bettar	<input checked="" type="checkbox"/> Cindy Manke

Welcome & Agenda Check Public Comment Approval of Minutes for 10/21/19	Called to order: 1:07 pm No public comment Approval of minutes as presented motioned by Rocky Bettar and seconded by Madelyn Arballo. Unanimously approved.
1. Fiscal Update	Madelyn Arballo updated members and shared there is \$171,998.64 remaining of the Consortium budget for 2018-19. The CAEP 2017-18 funds are exhausted. She shared that the expenditures are about six months under the projected budget, which is a reasonable cushion. Ryan thanked the members for submitting their Q1 in NOVA along with the Q1 expenditure verifications on time.
2. Adult Education Update	<p>Ryan Whetstone reviewed a PowerPoint of the 2019-20 activities from recent statewide conferences. He share that has received requests from members to create an updated Consortium Fact Sheet and will be working on one.</p> <p>CAEP summit (10/29-30/2019 – Garden Grove)– He asked for feedback on the event. Members who attended appreciated the activity and had no comments at this time. Ryan presented at this event with Naomi Avila, Mt. SAC SCE Counselor on current transition efforts with the adult schools.</p> <p>CCAIE South Coast Section Fall Conference (11/22-23/2019) - Virginia Espana thanked Ryan for participating as a panelist on effective consortia at this event. There was high participation from most of the adult schools of our consortium as this is their chapter of CCAIE.</p> <p>LA County Workforce Development Board WIOA MOU Meetings - The last scheduled Steering Committee, postponed due to the conflict with this meeting on the same date. This purpose was to complete revisions to the existing county workforce development plan going to the state later this Spring. There will be 4 meetings total with the last one in February, each focusing on various topics and gathering input from partners. Almost all consortium members as listed as partners in the plan.</p> <p>ACSA Region XV Adult ED Meeting will be held tomorrow at Hacienda La Puente Willow Campus. Cory Rayala from CDE will be present to discuss the WIOA II application process. If members have any concerns or question bring it tomorrow to the event.</p> <p>Madelyn shared she would send the section created by Mt. SAC for their WIOA application to the members to be incorporated into their own in the coming weeks.</p>
3. Data Update	Lila presented the updated CAEP Summary Data for 2018-19 along with performance reports. She suggested to the members if they have problems collecting accurate reports, they would ask the data person in charge to learn to run specific data queries in CASAS TE. Launchboard 2018-19 should be up March – members please check your

	<p>numbers for accuracy.</p> <p>Consortium Outcomes by 6 CAEP Areas Ryan share a spreadsheet of CAEP outcomes formatted to represent the six areas with subcategories. Members received one for the consortium and a separate sheet for their campus. Madelyn said that this an appropriate format for our data. She suggested adding the total of the outcomes in this document.</p>
<p>4. 3 year / Annual Plan - Workgroup update</p>	<p>Ryan shared the 3 year /annual plan update. He will send the copies with all the updates. He shared strategies and outcomes. He also thank the schools for emailing their recent graduate lists which will be used to create data match lists for Mt. SAC to determine which adult school students have transitioned to the college.</p>
<p>5. Professional Development Update</p>	<p>ESL instructors are participating in the ongoing professional development series provided by Cengage/national Geographic at Baldwin Park Adult. The next ESL PD will be on January 17, 2020. CTE members from all campuses with CTE programs participated in the two-day New World of Work workplace readiness curriculum training sponsored by Mt. SAC SCE on October 24-25, 2019. The CTE Workgroup is focusing on planning and support for the upcoming Career Fair for adult students at Mt. SAC on Friday, February 7, 2020.</p> <p>ABE/ASE teachers (others also invited) participated in a 3 hour professional development workshop on instructional strategies for adults with learning disabilities focusing on universal approaches, held at Bassett Adult School. Ryan has all the materials (resources). Madelyn said we must begin collecting the evaluation/feedback along with access to the central repository for materials. Ryan said most professional development information is on the consortium google drive.</p> <p>Ryan will be working on extended professional developments for Universal Design Learning with Grace Hansen, Dean of the ACCESS (disabilities) Program at Mt. SAC and Emily Versace, Instructor/Counselor – certified to teach “Training From the Back of the Room”- a renowned strategy for effective teaching. Madelyn said both individuals are excellent and provide professional development for the college.</p>
<p>6. Retreat Preparation</p>	<p>Ryan shared will be held on January 24, 2020. 8:30 am-1:30 pm. We will be review progress on the 3 year and annual plan elements and also begin a discussion on transitions.</p>
<p>7. Updates</p>	<p><u>Events/Conferences</u></p> <ul style="list-style-type: none"> ● WIOA/ACSA Meeting tomorrow, 12/17/19 @ HLP. ● Steering Committee Retreat -Jan 24, 2020 ● California Adult Education Administrators Assoc. (CAEAA) – Jan 29-31, 2020, Sacramento ● Association for Continuing and Career Education ACCE -January 29-31, 2020, Sacramento ● Mt. SAC/Consortium Adult Career Fair - February 7, 2020 <p><u>Member Roundtable Update</u></p> <ul style="list-style-type: none"> ● Ivan Ayro (Charter Oak) will be having a Grand Opening soon, hopefully February 2020. New Program starting in March (Security Program) accreditation. He will be having a Bootcamp in February. -He also is facilitating the ACSA/WIOA Meeting tomorrow at Hacienda La Puente. ● Albert Michel (Bassett) thanked the Consortium for the invite to the CAEP summit. It was very helpful for his staff and teachers. ● Veronica Valenzuela (BPACE) shared her school will be having an orientation on January 8, 2020 for new students ● Virginia Espana (C-VUSD) attended the CCAE Southern Section Conference on 11/22-23 and thanked Ryan for his participation as Panelist. Ryan also gave kudos to Rocky Bettar (Rowland) - his staff Gale Lee and Janet Hernandez, presented the consortium developed ESL Progress Report and did a great job! ● Leticia Covarrubias (ESGVROP) shared that Dr. John Smith is no longer at the ESGVROP as of last Friday, he moved to Tri-Cities as Superintendent. ● Madelyn Arballo (Mt. SAC SCE) stated students are on break at this time and will be returning for intersession.
<p>10. Adjourned</p>	<p>2:26 pm</p>