



Minutes

ABE/ASE Work Group

Tuesday, November 7, 2017

1:00 pm - 3:00 pm

Covina-Valley

Baldwin Park <input checked="" type="checkbox"/> Debbie Jensen	Covina-Valley <input checked="" type="checkbox"/> Carl Swift	Mt. SAC <input type="checkbox"/> Jennifer Cruz-Nguyen <input checked="" type="checkbox"/> Diana Dzib <input type="checkbox"/> Mary Ann Gomez-Angel	Consortium: <input checked="" type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Wanda Pyle <input type="checkbox"/> Lila Manyweather <input checked="" type="checkbox"/> Sage Overoye Partners/guests present:
Bassett <input checked="" type="checkbox"/> Alex Martinez	ESGV ROP <input type="checkbox"/> Shatha Dubuni	Pomona <input checked="" type="checkbox"/> Margaret Velarde	
Charter Oak <input type="checkbox"/> Ivan Ayro <input type="checkbox"/> Karen Rodriguez	Hacienda La Puente <input type="checkbox"/> Val Clifford <input type="checkbox"/> Micah Goins <input type="checkbox"/> Jessica Rogoff <input type="checkbox"/> Maria Tellez	Rowland <input checked="" type="checkbox"/> Norman Chavez <input checked="" type="checkbox"/> Peggy Toda	

Agenda <ul style="list-style-type: none"> • Conference Debrief • Next Steps • Cross Program Meeting • Next Time
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Minutes	Meeting called to order 1:00 PM – facilitated by Alex Martinez
1. Conference Debrief	Results from survey were surprising, members of the work group felt that they were under-prepared but survey results were positive. Work group felt rushed in preparation, they wanted a run through but did not have time before the conference. Members hope to get an earlier start for the spring conference.
2. Next Steps	<p>Questions came up regarding the steering committee’s role in the next conference. Is the steering committee going to dictate the topic for the next conference? Or do the work groups get to choose and present on what they feel is important?</p> <p>At the next steering committee meeting Ryan will tell members that it is important for teachers to receive the individual skills profile and the class performance by competencies reports from CASAS testing.</p> <p>Debbie raised the point that the only person going to the monthly CASAS training is the administrators in charge of paypoints. There are no teacher representatives at these trainings. Teachers need to be there so they can get the teacher-specific information.</p>



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	<p>The consortium is planning on holding a CASAS Forms training with relation to student progress. This training will be lead by a CASAS representative. The work group thinks a training about what CASAS can do for the instructors is necessary (instead of what CASAS does for funding). The work group also sees a need for a training on the differences between the CASAS tests and which tests should be administered (appropriate level and appropriate subject).</p> <p>Moving forward, this work group can look at what can be implemented to address the gaps seen in the reports. For example: How do you instruct individuals with different needs/multi-level classes? What strategies can you use to address specific gaps in class performance? How do you assess if they have made progress before the next CASAS? How can you incorporate life skills training with academic instruction to improve CASAS scores? How can you motivate students to take the CASAS test seriously? How can you incorporate CASAS testing results into the curriculum? How do you address student barriers? How can you adjust instruction to retain more students? How do you implement student-directed learning? How can technology be used to encourage retention? What resources/materials can you use to supplement the textbook? How can you align your curriculum to the CASAS competencies? How can rubrics be used to help our students and improve student progress?</p>
<p>3. Cross Program Meeting</p>	<p>There is a cross-program meeting scheduled for December 7, 2017 at 1:30 PM. The first part of the meeting will be a presentation on employment outlook in the region. The next part of the meeting will be discussing what each work group is working on, and also what next steps are.</p>
<p>4. Next Time</p>	<p>January 9, 2017 1:00PM @Mt. SAC - No parking permit required</p> <p>Work group will discuss student retention and plan for spring conference. Each member will be ready to discuss methods they are currently using to retain students and how well those methods are working. Specifically, what instructional methods work to meet student needs? Does meeting their needs make them stay and succeed in your program?</p>

Next meeting: Cross Program: Thursday December 7, 2017; 1:30 PM – 3:30 PM @Covina-Valley