



http://www.mtsac-rc.org

**ABE-ASE Workgroup Meeting Minutes**

Monday, December 5, 2022

2:30-4:00 pm

Meeting Access Link: <https://mtsac-edu.zoom.us/j/89466317653>

Meeting ID: 894 6631 7653

Meeting Folder: <https://drive.google.com/drive/folders/1Tfr5DvHXpZn9z-5cFaPGSa1w2Zu4jM1?usp=sharing>

**Agenda**

ITEM	NOTES
1. Introduction of Consortium Manager	Tischel Diaz <ul style="list-style-type: none"> <li>• 23 years in Adult Education               <ul style="list-style-type: none"> <li>○ 15 years at the Long Beach School for Adults w/ experience in ESL, ABE, HSE, HSD, Concurrents, and Alternative Ed via Beach High School</li> <li>○ 8.5 years in noncredit division of Cerritos College managing the WIOA, Title II grant and CAEP deliverables.                   <ul style="list-style-type: none"> <li>▪ ~4 years as a CASAS Certified Trainer</li> </ul> </li> </ul> </li> </ul>
2. Getting to know you	Jessica Rogoff HLPAE Landry Chaplot, Mt. SAC Lesley Johnson - Mt. SAC Carl Swift Tri-Community Diana Dzib Mt. SAC Armida Chow HLPAE Omi Miri Mt SAC
3. 2022-23 Annual Plan Overview	Specific to ABE-ASE
4. Upcoming Events	Please share any upcoming events you have:  Los Angeles/OC Regional Training - Adult Education: A Gateway to College and Living Wage Employment  <a href="https://www.caadultedtraining.org/Home/CAEP/587?Type=16">https://www.caadultedtraining.org/Home/CAEP/587?Type=16</a>
5. Transfer Counselor for CAEP	<ul style="list-style-type: none"> <li>• Cindy Carrasco, <a href="mailto:cbonilla@mtsac.edu">cbonilla@mtsac.edu</a></li> <li>• Special Admit Program (see flyer)</li> </ul> If you have not met her, please email her to see about setting up a presentation for your students.
6. Topics	What classes do you offer? <ul style="list-style-type: none"> <li>• Everyone – ABE &amp; HSD/GED Prep</li> <li>• Mt. SAC &amp; Covina Valley – Also ASVAB Prep</li> </ul> What do you do with regard to retention? <ul style="list-style-type: none"> <li>• Baldwin Park – Always try to make sure that students connect and feel part of the school. Retention might not be an issue, but there’s constant effort to keep people engaged.</li> <li>• <b>HLP</b> – They have a revolving door because people come to their classes to get ready for LVN/Psych Tech.</li> <li>• <b>Mt. SAC</b> – Retention is more difficult in self-paced online classes</li> <li>• <b>Covina Valley</b> – Online is more difficulty and they’re constantly trying to keep in touch with students</li> </ul> How to do you get new students? <ul style="list-style-type: none"> <li>• <b>HLP</b> - Students are referred from their programs either as a program requirement or to improve skills to join the next cohort.</li> <li>• <b>Mt. SAC</b> – Word of mouth, attendance patterns have the biggest spike in the second week of the class and then it tapers off, especially during breaks. There are issues with regard to childcare, employment, work schedules, and family care/responsibilities.</li> </ul> What do you need for advertising? <ul style="list-style-type: none"> <li>• <b>Baldwin Park</b> – Maybe advertise as a group? Create a website that allows students to enter their zip codes and find adult schools nearby with their programs. Consider high profile ads like Monday Night Football (which Tri-Community does).</li> </ul>

7. Meeting Details for the Future

What future topics would you like covered?

• **Baldwin Park** – Ideas for how to get students back into onsite programs  
Current set up is 1<sup>st</sup> Mondays 230pm-4pm via Zoom. How do we want to proceed?

• Continue current setup

• 1<sup>st</sup> Monday in January is a Holiday, so will meet January 9<sup>th</sup> instead.