AB 104 Consortium Minutes

February 19th, 2016

2:30 – 4:30 PM

Vision Literacy, 60 - 4th Street, Suite 103, Gilroy.

In attendance: Pat Lawson-North, Dennis Browne, Mary Ann Sanidad, Alma Quintana, Dan Sanidad, Nicole Cisneros, Patty Claros (Recorder)

I. Approval of Minutes of February 5th, 2016

II. Updates/Reminders

* AB 86 officially closed out. Final documentation and emerging practice submitted (paper on curriculum institute). Once documents are received and reviewed, last 10% of funds for AB 86 will be released.
* P. O. s for Vision Literacy and partner districts are ready to be invoiced.
* Request members to review 2015-16 plan submitted to state, keeping in mind stated goals and methods of assessment.
* Business Offices of consortium partners met regarding MOU, constructed draft of document out for review. Finalization to follow.
* Stipend to get faculty collaborate on and do research for three-day Professional Development.
* 2016-17 MOE will be called Consortium money. Embedded in consortia dollar based on previous consortium allotment.
* March and April meetings dedicated to work on 16-17 spending plans. Possibly entertain inviting new members who can fully participate in consortium, and having new projects.
* Allocation schedule and planning documents due May 1st in order to receive money for new fiscal year.
* Change in fiscal agent?
* February and March to receive student data instructions
* Application budget report needs to be more detailed.
* Document of allocation broken down by program submitted to Mary Ann.
* Marketing committee (Victor, Alma, Dan) to meet with Jan on Feb. 23rd before meeting with CASAS representative.
* Nicole C.- Vocational ESL to create modules for PowerPoint, Windows, Excel with credit, non-credit and vocation instructors.
* How much English/Computer skills needed before students are able to get better job?

III. New business

* Questions for Jay Wright, CASAS representative
* Overview of CASAS as to all members being on the same page.
* Reporting capacities; how to really use it.
* TopsPro: how does it work? Since this is the first time schools share data.
* Agreement on confidentiality related to CASAS/TopsPro.
* Could another CASAS representative be available for PD symposium?
* Electronic portfolio.
* Professional Development: Requests, formation of subcommittee
	+ Review of handout including comments or requests
	+ Dennis B. to contact HiSet about local representation
	+ Balance between presenters and interactive brainstorming sessions
	+ Mary Ann to speak with Alvaro Mesa regarding High School program staff attending PD
	+ CASAS, CTC representatives, HiSet representative, Contextualized ESL group presentation, ABE presentation
	+ Share out on ESL and/or trouble spots
	+ Peter Simon to be invited to speak about career ladders

IV. Old Business - Marketing/branding:

* Alma Q.- regarding marketing committee, how to promote each program?
* Showing students/staff how to maneuver ACES website.
* Pat L. – Meet and greet events to promote engagement of community; asking for donations of food/materials. Sharing a map of all programs offered regionally.
* Alma Q. - Discuss with marketing committee different ideas of expanding and reaching out to community.
* Student ambassadors for Adult Ed could help with marketing, and have school contact to show new students how process works.
* Dan S. – to reach out to churches for announcements.

Next meeting: Friday, March 4th, 2:30-4:30 PM at Morgan Hill Adult Education, 17960 Monterey Road, Morgan Hill