

Citrus College District Consortium
Regional Plan Status Meeting
Meeting Minutes – September 5, 2014

Time: 3:00 P.M. – 4:15 P.M.
 Locale: Azusa Adult School – Multipurpose Room
 Facilitator: John Russell, Monrovia Community Adult School
 Invitees: Felipe Delvasto, Claremont Adult School; Veronika Delvaux, Azusa Adult School; Flint Fertig, Monrovia Community Adult School; Rebecca Summers, Glendora USD; Sue Kaiser, Monrovia USD; Mary Ketza, Azusa Adult School; Kevin Morris, Duarte USD; Jonathon Willert, Glendora Adult School; George Wright, Azusa Adult School; Natalie Macchia, Monrovia Community Adult School

Minutes by Agenda Items

<u>Item No.</u>	<u>Description</u>	<u>Action Item</u>
Item 1.0	Call to Order 1.1 Roll: Present were John Russell, Felipe Delvasto, Flint Fertig, Mary Ketza, Rebecca Summers, Veronika Delvaux, Daniel, Natalie Macchia 1.2 Members reviewed and approved minutes from 08-20-14 meeting 1.3 Members reviewed and approved proposed agenda	
Item 2.0	Confirmation of AB86 Planning Summit Participants 2.1 2 admin – 1 from K-12, 1 from Community College <ul style="list-style-type: none"> • John and Mary both volunteered to attend on 10/06 & 10/07 2.2 2 teachers – 1 from K-12, 1 from Community College <ul style="list-style-type: none"> • Veronika volunteered and suggested rooming with Mary • Group voted and determined all 5 should attend and consortium will cover cost • Details were discussed pertaining to which meals will be covered by the consortium, flights needing to be booked by local districts, and the state funded travel costs 	<i>John will confirm with Neil Kelly that 5 reps from consortium, rather than 4 can attend summit</i>
Item 3.0	AB86 Prepare for 9-12 Consortium Professional Development utilizing Draft PD Agenda 3.0 – Logistics <ul style="list-style-type: none"> • Mary noted that the California School Employees Association (CSEA) leadership in her district have requested to be a part of the AB86 process, on behalf of the locals • Other committee members shared similar feedback from their home districts and agreed CSEA will have a presence at upcoming Professional Development opportunities 	<i>Each district rep will e-mail Mary and Natalie # of attendees for PD days preferably at least 2 wks prior so food</i>

	<ul style="list-style-type: none"> • Members estimated number of attendees from each district for the first PD will be approximately 40 staff • The Walking Lunch is scheduled from 12:00-12:15 pm, but the goal is ending the “Overview” by 11:45 am, leaving 20 minutes for a question and answer period • John discussed that paying for the PD lunches should not come out of the AB86 money apportioned to Azusa. He suggested that the funds could come from Citrus’ apportionment paid out on future disbursements (as Citrus has indicated they may not use all allocated funds). John also mentioned that MUSD has not yet spent the 9K for the Pasadena WIB report and those funds could be made available to pay for the working meals • Citrus will not participate in PD until December as they are faced with Affordable Care Act Issues with increased employee hours • Members agreed there is a need for a basic graphic organizer • Rebecca suggested the focus for breakout sessions be on sharing and talking about our individual programs/practices in the presence of others (similarities will be easy to identify, but differences will require more time on future days) • Members discussed utilizing chart paper in each session and an appointed facilitator/note taker • Combining several bullets on individual breakout session agendas is necessary to be more concise. Agenda revisions include: <ul style="list-style-type: none"> ○ Combining Master Schedule and Length of Terms ○ Combining Measuring Outcomes with Assessments • Category #4 Breakout Agenda should read CTE, rather than ABE which will be amended by John • Facilitators should allow for a 5-minute break at 1pm, mid-way through the breakout session <p>3.1 – PD Overview (11:00 am – 12:00 pm)</p> <ul style="list-style-type: none"> • Flint will cover new landscape of Adult Education and the goals for consortium-wide professional development • John will provide an overview of AB86 and discuss how we’ll align our outcomes to the two primary goals of the bill • Mary will present on creating uniform approaches for induction, outcome and assessment within our programs • John will close by giving an overview of instructional strategies for Objective #5 (competency-based, accelerated, contextualized learning) <p>3.2 – Category #1 Elementary and Secondary Basic Skills, including diploma Presenter: Rebecca (approximately 7 attendees)</p> <p>3.3 – Category #2 Classes for Immigrants Presenters: Felipe and Mary (approximately 17 attendees)</p> <p>3.4 – Category #4 Short-Term Career Technical with High Employment Opportunities Presenter: Flint (approximately 5 attendees)</p>	<p><i>can be ordered in advance</i></p> <p><i>John will e-mail draft graphic organizer by Monday, 09/08</i></p> <p><i>John will e-mail members revised agenda by Monday, 09/08 to be shared with invitees</i></p> <p><i>Rebecca will e-mail norms to all members by Monday, 09/08</i></p>
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	Meeting came to close and PD was confirmed for September 12, 2014 from 11:00 AM to 2:00 PM at Azusa Community Adult School	
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