![Mt. SAC Regional Consortium for Adult Education logo]

Minutes

Cross-Program Work Group Meeting

Thursday, February 23, 2017
1:00 pm - 3:00 pm
HLPAE

	ABE/ASE	AWD	CSS	CTE	ESL
BPACE					
BASS	Alex Martinez		Marlen Martinez		Gale Ard Olga Moreno
ESGV ROP			Jennifer De Santos		
HLPAE		George Stransky	Maria Tellez Valerie Clifford	Alice Yoshioka Sylvia Peralta	Karen Neville
Mt. SAC	Diana Dzib Mary Ann Gomez-Angel	Mary Lange	Yvette Santillan	Angelena Pride	Grace Kim Margaret Teske
Pomona	Margaret Velarde				
RACE	Norm Chavez Peggy Toda				Gale Lee
Tri-Comm (Charter Oak)					
Tri-Comm (Covina-Valley)	Carl Swift			Nicole Hibner	
Consortium	Lila Manyweather, Ryan Whetstone, Sage Overoye, Wanda Pyle				

Agenda
- Welcome/Introductions
- CTE & Apprenticeship Update
- ESL Update
- ABE/ASE Update
- CSS Update
- AWD Update
- Conference Discussion
- Generate Guiding Questions

Minutes	
1. Welcome	Review agenda.
	The need for cross-program collaboration has arisen as a topic independently in every work group. The last cross-program meeting was about three years ago. Outcomes from that meeting were distributed with packet. It is time to revisit what was discussed then and prepare for the future of cross-program collaboration within the consortium.
2. CTE & Apprenticeship Update	CTE shared their draft student staircase document that describes how to progress a student through CTE. They are hoping to discuss it at the conference, and have participants give feedback and add to it. In the future, this generic document will be used as a base to build pathways for every CTE program. It is critical that other programs look at this to see where their students could enter CTE, and if concurrent enrollment is possible. There was discussion about the 6,000-8,000 unserved AWD in our region that could benefit from CTE and other program areas.
3. ESL Update	ESL shared their draft consortium-wide progress report. They see this as a tool for teachers and students to provide a basic summary of how students are doing within their levels. It could transfer between agencies if we are able to create an online database accessible to all players (students, teachers, counselors, across districts). The progress report is to be used midterm, and at the end of the term. It does not replace assessment. Concerns of how to define "good," "satisfactory," "needs improvement" were discussed. There is a possibility of creating a rubric that aligns to the ESL criteria document.
4. ABE/ASE Update	ABE/ASE has been discussing how to incorporate technology in the classroom. They have identified a need for a consortium technology framework. This framework will not tell individual schools what/how to teach. ABE/ASE plans to define this framework with respect to digital citizenship, digital etiquette, critical thinking, and to provide tools and resources for students and educators.
5. CSS Update	CSS started as a work group in Spring 2016. They are discussing best practices with regard to bridging, intake, ongoing guidance/support, completion, and placement-employment/post-secondary. They are also discussing planning a consortium-wide promotional event (tentative spring 2018) to showcase our programs and change the image of adult education in our region.

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6. AWD Update	AWD programs are currently offered at HLPAE and Mt. SAC. HLPAE is serving about 300 students, and Mt. SAC is looking to expand their programs. In July 2016 WIOA defined and mandated competitive integrated employment (CIE) for all adults. AWD shared their successful adult life pathway and cover sheet. Some counselors expressed concern for AWD students entering ABE/ASE or CTE programs. There is a need for integration of and resources for this population. Current and developing AWD programs in our area address soft skills, and can help prepare students for other program areas. Current employment rate of adults with disabilities in our region is 13%. Mt. SAC is hosting a CASAS POWER training on March 9th from 9am – 12pm. This CASAS assessment is geared towards students with intellectual disabilities.
7. Conference Discussion	A draft conference schedule was distributed. The general format of the conference is as follows: Session 1: work groups present to those within their program area Session 2: work groups present to those from other program areas Session 3: cross-program discussion in small groups with guiding questions
8. Generate Guiding Questions	Members broke into small cross-program groups to generate guiding questions for the conference. Each group generated 5+ questions. Whole group came together at end to share back question generation outcomes.