



**Minutes**

# Counselors & Support Staff Work Group

**Wednesday, January 11, 2017**

**10:00 am - 12:00 pm**

Bassett Adult School

<b>Baldwin Park</b> <input type="checkbox"/> Adriana Rodriguez	<b>Hacienda-La Puente</b> <input type="checkbox"/> Elbia Sarabia <input type="checkbox"/> Theresa Petersen <input checked="" type="checkbox"/> Valerie Clifford	<b>Rowland</b> <input checked="" type="checkbox"/> Joe Miraglia	<b>Partners/guests present:</b>
<b>Bassett</b> <input checked="" type="checkbox"/> Marlen Martinez	<b>Mt. SAC</b> <input type="checkbox"/> Cindy Bonilla <input checked="" type="checkbox"/> Dalia Chavez <input type="checkbox"/> Erika Mendoza <input type="checkbox"/> Joan Wright <input type="checkbox"/> John Pellitteri <input type="checkbox"/> Naomi Avila <input type="checkbox"/> Sherrie Jansen <input checked="" type="checkbox"/> Yvette Santilian	<b>Tri-Community</b> <input type="checkbox"/> Charley Beal <input type="checkbox"/> Jamie Razo <input checked="" type="checkbox"/> Micah Goins <input type="checkbox"/> Noelle D'ingillo	
<b>ESGVROP</b> <input type="checkbox"/> Elia Evans <input type="checkbox"/> Jennifer DeSantos <input type="checkbox"/> Raymond Luong	<b>Pomona</b> <input type="checkbox"/> Christina Gonzalez	<b>Consortium</b> <input type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Sage Overoye <input checked="" type="checkbox"/> Wanda Pyle	

**Agenda**

- Welcome/Introductions
- Work Group Meeting Google Calendar: <https://goo.gl/953D9x>
- Work Group Contact List
- Cal-Pro Professional Learning Community (PLC) Institute
- Mt. SAC Bridge Program
- Intake Alignment Sheet
- Work Group Accomplishments (Documents/Descriptions)
- Next Meeting: Wednesday, February 15<sup>th</sup> 10:00AM Hacienda La Puente – Willow Center Front Office

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<p>1. Work Group Meeting Google Calendar</p>	<p>All Work Group Meeting Information is accessible at: <a href="https://goo.gl/953D9x">https://goo.gl/953D9x</a> If the short URL does not work, the extended URL is as follows: <a href="https://calendar.google.com/calendar/embed?src=1548lmj6iqgr1g3cutqo2m4tjk%40group.calendar.google.com&amp;ctz=America/Los_Angeles">https://calendar.google.com/calendar/embed?src=1548lmj6iqgr1g3cutqo2m4tjk%40group.calendar.google.com&amp;ctz=America/Los_Angeles</a></p> <p>Members from any work group are welcome to attend meetings from other program areas. The Steering Committee meetings are also open to the public, and work group members are welcome to attend and observe. If you have a topic you would like the Steering Committee to discuss, let Sage know <a href="mailto:soveroye@mtsac.edu">soveroye@mtsac.edu</a> and she will add it to an upcoming meeting agenda.</p>
<p>2. Work Group Contact List</p>	<p>Micah circulated a contact list for the Counselors/Support staff work group. Members had a chance to add contacts, or cross out those no longer involved in the work group.</p>
<p>3. Cal-Pro Professional Learning Community (PLC Institute)</p>	<p>Wanda and Sage discussed the Cal-Pro Professional Learning Community (PLC) Institute. Sage circulated an email and information form that will also be forwarded to the Counselors Work Group Contact List</p> <p>“A professional learning community is educators committed to working collaboratively in ongoing processes of collective inquiry and action research to achieve better results for the students they serve.”</p> <p>“The Institute will consist of two face-to-face sessions, a moderate amount of online work, and site-based implementation of plans crafted by participating agency teams. The first face-to-face session will take place on May 01 and 02, 2017; the second face-to-face session will take place on October 2, 3, and 4, 2017. Both sessions will be held at the CALPRO office in Sacramento.”</p>
<p>4. Mt. SAC Bridge Program</p>	<p>Current summer bridge program at Mt. SAC does not allow adult students.</p> <p>Work group discussed if it would be more beneficial to have a bridge from the adult schools to college, or a bridge to their career. Work group also discussed if the bridge should take place at Mt. SAC or at the adult school sites. Most people felt that students go from High School Diploma/GED Programs to the workplace, although a few students do express interest in going to college. Yvette mentioned</p>

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	<p>that even when the Mt. SAC Counselors enroll students in their first semester college classes, they often do not attend, and are dropped.</p> <p>Currently, students do not take a career profile test. Members felt that this would be a useful tool. California Career Zone is a free tool that could be implemented for this purpose. Some felt that the career profiler should be used at the beginning of a student's high school diploma program. Advantages to this are that the student will have to complete it to enroll, and that it will help them pick courses related to their career goals. Some felt that the career profiler should be used at the end of a program because they have had a chance to change and learn what they might be interested in, and they can get excited about their career. Valerie thought it might be a useful tool to use throughout their diploma program (beginning, middle, and end).</p> <p>Mt. SAC could do a face-to-face orientation at the adult schools for students who are interested in going to college after receiving their high school diploma/GRE.</p> <p>Follow up with students post-graduation is going to be an important part of funding. Wanda discussed this accountability. Adult schools will have to provide data on how many students go on to college, go on to get a job, or go on to be promoted. This data will eventually be required for all program areas. Currently, follow up with students is not great. Many schools only follow up with CTE students. Micah discussed LinkedIn as a useful tool for follow up. Students could be required to create a LinkedIn profile, and add the school to their network.</p>
<p>5. Intake Alignment Sheet</p>	<p>Each member will have to complete the intake alignment sheet and return it to Sage <a href="mailto:soveroye@mtsac.edu">soveroye@mtsac.edu</a> by <b>Friday, January 20, 2017</b>.</p>
<p>6. Work Group Accomplishments (Documents/Descriptions)</p>	<p>Sage is creating a document to present to the steering committee that summarizes what the work groups in each program area have accomplished. She will pull information from the conference presentation descriptions and past meeting minutes for this work group.</p>
<p>7. Next Time</p>	<p>Bring information and be ready to discuss how you bridge programs within your location. What works, what can be improved? Also, see if your school has a career bridge or a college bridge program in place, and be prepared to discuss that too.</p>

**Next meeting:** Wednesday, February 15, 2017; 10AM – 12:00 PM; @ Hacienda La Puente –

Willow Center Main Office