



## CAEP Advisory Committee Meeting Minutes

DATE: OCTOBER 20, 2021

TIME 2:00 PM

LOCATION: ZOOM

<b>CO-CHAIRS</b>	Dr. Ryan Burke			
	Crystal Robinson	Thuy Nguyen	Anel Martinez	Dr. Jay Marquand
	Andrea Aragoza	Dana Orozco	Diane Edwards	
	Dr. Christine Jensen	Jessica Noel	Marie Vicario	

<b>HANDOUT(S)</b>	September 15, 2021 Meeting Minutes
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- **Review/Approval of Minutes** – Crystal called for the review and approval of minutes. Minutes approved with no corrections.
- **Transitions Team Update** –
  - Next meeting being held in early November
  - Thuy is meeting with Joy from SWC tomorrow to discuss the student journey
- **Data Team Update** – Jessica Noel provided data update:
  - Started matching SWC records with SUHSD records obtained from Fabiola Epperly
  - Preliminary results: working on dashboard to reflect transition, looking at students prior to their SUHSD program year, help transitions team look for patterns
  - Goal is to wrap up data match by the end of the week
- **Marketing Update** –
  - CUSD contracted with marketing company
  - Marketing is being paid with consortium level funds
  - Campaign will start November 1, 2021 through end of January 2022
  - Digital ads going out to prep for second semester
  - Crystal will be receiving weekly leads, there are 4 buckets: get diploma, career training, learn English, prep for college. Melissa and Crystal will forward leads to districts depending on program, location, availability.
- **Strategic Planning Update** – Super Region special meeting, brainstorm on how to conduct activities with COVID in-person or on Zoom. Everyone plans a forum, summit, stakeholder event in January or February, get as many stakeholders as possible to get input, then start workgroups in spring semester, report from workgroups to come back to Advisory Committee in May for CDC approval in June.
 

We have to set our own targets for metrics. We decide which metrics we want to focus on. No annual plan, it's a 3 year plan, metrics are to tie back to 3 year plan.

Implementation team – will look into community stakeholder forum for spring. Zoom or in-person and venue.
- **Member/Curriculum Update** – Melissa put together spreadsheet, identify areas where we can work together. Each district needs to populate with new curriculum.
  - SUHSD Update: rolling out advanced manufacturing, SWC has pathway, will see what's in place and collaborate.
  - SWC Update: currently working on everything previously shared, there's discussion about bringing back Green Building, new Manufacturing coming on board, change platform for creating and submitting curriculum.
  - CUSD Update: Anel and Christine have been brainstorming about Coronado implementing new Child Development course for spring semester then summer and fall. Also discussing other possible options for state programs, Advanced Manufacturing, maybe Apprenticeship in future or Hospitality, collaborate with existing Culinary with SUHSD or SWC. SWC may be able to add Food Handling course to what CUSD is doing.

	<ul style="list-style-type: none"><li>○ Crystal: trying to imbed noncredit OSHA course into SUHSD CTE programs, it's in the beginning stages. Looking into noncredit option or contract ed, hope to have it ready for spring.</li><li>• <b>Other:</b> Crystal shared SB554 legislation, met with counselors, so that students may start taking advantage of this. Develop an efficient system for students.</li></ul> <p>Summit taking place virtually next week, schedule just came out. SUHSD DARC will be presenting on adults with disabilities and workability II.</p>
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