![California Adult Education Program logo]

SAN DIEGO SUPER REGION MEETING
March 10, 2020; 1:00 pm – 3:00 pm
Southwestern College; Room 59A-102

MINUTES

Attendees:
Crystal Robinson, Pam Garramone, Patrick Ross, Kim Bellaart, Michael Reynolds, Suzanne Sebring, Ute Maschke, Beatriz Aguilar, Ryan Burke, Diana Vera-Alba, Diane Edwards, Myesha Jackson, Nate Sachdeva, Liz O'Shea-West, Alex Cormier, James Jones, Kelly Henwood, Melanie Hitchcock, Sara Garcia-Salgado

1. Welcome/Introductions/Additions to Agenda

2. Discussion Item I: Updates from SDWP – CalJOBS and ETPL
   - Approved ETPL Providers should have access to the local ETPL. SDWP is limiting access to the main/alternate contacts who oversee ETPL for their institution. If you do not have access, please email inquiries@workforce.org.
   - Crystal advocate for CNA to be on the list (criteria were reworked – CAN is one of those programs that can meet ETPL requirements despite employees not making living wage when starting); board will most likely approve
   - SDWP has the following Adult Ed/CC institutions on our ETPL: Escondido Adult Ed, Grossmont Adult Ed, MiraCosta CC, Poway Adult Ed, SD Cont Ed, Vista Adult School
     o To apply visit https://workforce.org/training-partners
     o For assistance, email inquiries@workforce.org
   - Crystal encourages programs that have $0 tuition to be listed on ETPL if they have other costs associated with successfully completing the training. (i.e., books, tools, clothes, fees, other)
   - SDWP is looking for ways to promote their free/low cost programs through policy updates. The policy changes will be mainly through participant research, which is required in order to approve an ITA. That way SDWP can promote these programs, but also encourage customer choice. SDWP is hoping to integrate the ETPL into https://workforce.org/mycareer/. Cost will not be published there. This is a longer term project over the next 3 months.
   - If you don't have programs listed on the ETPL, please let Crystal know if you'd like to list them here for referrals. (Please note that being listed on ETPL guarantees those support costs (tools, books, clothing) are paid as part of the overall training cost, regardless if the tuition is $0.) We will need to figure out how we can keep this current.
   - Crystal will also follow up with the Career Center (and youth programs) on how they are making referrals to free programs. Will inquire about the "partnership" tab in CalJOBS for referrals. (@Daniella Molina)
   - Board needs to approve new in-demand job(list); will start with new funding July 15, 2020
   - There are no adjusted strategies (yet) to address any changes triggered by the pandemic.
   - SDWP right now is on track to continue with same level of funding Crystal also encouraged attendees to sign up for and share information on SDWP Townhalls & Community Survey. These are intended to gather feedback to support Youth Programs RFP. SDWP is looking for feedback from youth (ages 16-24), people who work with/serve youth, community members who know youth who are served by our programs. Info here.
   - Townhall meetings are scheduled for May 19 (10-11:30am) and May 21 (4-5:30pm).

3. Consortia Updates
   - South Bay:
     - Waiting for May revision of budget, so that we can plan for next year
     - Trying to finish year strong; teachers are doing remarkable work right now
     - Classes are all taught remotely; using various platforms (e.g., Google and MS Team, but not Zoom)
     - Virtual graduation
     - College already had a 25% reduction; deeper cuts are coming – there is a need to adopt a case-management approach to our work with students, especially those who are not LMS/tech savvy
     - The student experience is completely different; we all need training to adjust.
   - SD Adult Ed Consortium:
     - Adjusted to distance learning fairly well – moved quickly on instruction site, student services might take a little longer; switch to Canvas
     - Over the summer, there will be distance learning mentors for teachers
     - Moving to Census attendance (counting)
     - Since SDCE is WIOAII provider, we pay close attention to proctoring and any changes (need to think it through)
     - Summer fully online; most likely the same for Fall
     - Need to go through the resource allocation process anew
     - Virtual graduation
     - SD Unified put together distance learning well; laptops for all students; unofficial transcripts through email
     - Virtual graduation – district purchased regalia and shared out (students take pic of themselves)
   - MiraCosta:
     - Laptops for all students + distribution days for books and other materials; more distribution days for the summer (with site pick up and mailing materials for at-risk students);
     - Prepared for teaching 100% remotely; follow up with students via phone
     - Virtual graduation
     - Summer and fall remotely
     - Decline in enrollment; starting to make phone calls to all students to gather data on needs
   - ETCN:
     - As a consortium, focus strongly on legislative advocacy over the last weeks. Met with assembly woman (name?) to discuss needs. Strong recommendation is to consider "sectorial impact" and "repurposing of existing funds to meet the needs of students and communities"
     - Working on end-of-year retreat
     - Some schools will do summer programs (Vista won't); working hard on reaching out to students and assure them of their connections to adult ed
     - Vista graduation – ordered swag to share; offer to all students to participate in graduation next year
     - Poway hasn't decided yet whether to hold graduation in August or not
     - Palomar – virtual graduation; Summer and Fall online (except for some labs)
     - Decrease in enrollment; difficult to hand out devices to students who don't know (yet) how to use them
   - ERAE:

- o Student services moved quickly to remote services and are doing a good job connecting to students (all available media, including text, virtual forums on Facebook, Zoom, etc.)
- o Instruction is a bit slower adjusting but moving to remote learning well; chrome books, materials and packets are also distributed
- o Virtual graduation with the offer to walk next year
- o Trying to move some medial occupations classes back on campus (with all safety measures in place) so that students can complete
- o Summer will be remote and blended learning
- o We are using the time to think about new ways to do things

4. Strong Workforce Group 1b Update
   - Talked Strong Workforce's mapping project – how might this work for adult ed?
   - Ideas how we can move the project forward:
     - o Create a shared repository for all articulation agreements
     - o If Strong Workforce shares template for their mapping project and cross-walk of classes and courses, we could start populating the form with our data
     - o Pam: We could also account for classes not articulated.
     - o All in favor of taking this on as a next super region project.

5. Discussion Item II: Attendance
   - Census/Attendance counting is based on taking snapshots of attendance at pre-determined intervals, and based on FTE in each class. For example, if first snapshot is taken after first week of class, and student doesn't attend, then attendance would be 0; if student dropped after half of course, they would get 50%. Certainly, an easier way for faculty.
   - However, there are also WIOA concerns.
   - And, another however: For K-12 adult schools, LEA can decide on what counts and how it counts. A certain number of units equals a certain amount of time. We can determine how to move forward with this. It is also an opportunity to create a record of how we serve students outside of the classroom.
   - At Sweetwater, there are three key parameters for measuring: Attendance of/participation in a (virtual) meeting; a follow-up 1:1 or in a small group with response to teacher; the student's work – teacher groups determine the hours
   - This might also be an opportunity for consortia to alert/remind CAEP of how important support services are.

6.
7. Other Item:
   - Kelly addressed the (potential) need for assessment tools and measures other than CASAS. What measurable skill gains can we assess and how? SDCE is piloting some CASAS testing, so is ERAE. However, Patrick pointed out that some of that testing might be feasible for smaller sites but won't work for larger sites. MiraCosta will start CASAS testing in the Fall. Might there be ways to advocate for other/additional tools and measurements – perhaps going to the CDE directly? What about Multiple Measures and Prior Learning Assessment Inventories?
   - Sara inquired about ways in which other consortia facilitate PD right now. This seems like the perfect time for PD for classified. ETCN has CTE teachers who are currently not teaching facilitate workshops for the district. Vista purchased Customer Service modules. ERAE developed Professional Learning Classes in Canvas.

8. Next meetings
   - June 9, 2020

- July 14, 2020
- August dark?
- We are in agreement that our meetings are a good thing to run right now. (As one renowned participant stated, "without each other we don't have much.") We might make transition to a new roundtable lead part of our June agenda.