



K-14 Education Consortium

MINUTES FOR Friday, September 1, 2017

8:30 a.m.

Public Safety Academy, PSA 18

Members Present:

- Pamela Ralston, Chair/Vice President of Student Learning, COD
- Allan-Bentley, Beth – Director of Research, OneFuture Coachella Valley
- Becerra, Sal – Counselor, Desert Hot Springs High School, PSUSD
- Becker, Zerryl – Dean, Applied Sciences & Business, COD
- Bellanich, Denise – Career Guidance Specialist, DSUSD
- Bibo, Kevin – Assistant Principal/CTE, Palm Desert High School, PSUSD
- Bleza, Michelle – Manager, Career & College Access Planning, COD
- Bullis, George – Principal, Desert Hot Springs High School, PSUSD
- Caffery, Jon – Director, TAACCCT Grant, COD
- Druyon, Aimee – Assistant Principal, Indio High School, DSUSD
- Fajardo, Gabriel – Principal, Shadow Hills High School, DSUSD
- Farmer, Carl – Director, MESA Program, COD
- Gunderson, Brenda – Counselor, Desert Learning Academy, PSUSD
- Gustafson, David – Principal, Amistad High School, DSUSD
- Haga, Teresa – Principal, Rancho Mirage High School, PSUSD
- Hendra, Brian – Principal, Mt. San Jacinto High School, PSUSD
- Hernandez, Lisa – Nova Academy
- Herrera, Marcy – Assistant Principal/CTE Programs, Indio High School, DSUSD
- Hicks, Robert – Principal, Palm Desert High School, DSUSD
- Kinnamon, Joel – Superintendent/President, COD
- Keulian, Deanna – CTE Administrator, DSUSD
- Learned, John – Professor/Math, COD
- Maldonado, Carlos – Interim Dean, Enrollment Services, COD
- Mathis, Pam – Counselor, Mt. San Jacinto High School, PSUSD
- Mazet, Charles – Assistant Principal, Palm Desert High School, PSUSD
- Mendoza, Rosalia – Adult Education Counselor, District Parent Center, PSUSD
- Mesicek, John– Work Based Learning Coord, Desert Hot Springs HS, PSUSD
- McNulty, Kim – Vice President, Regional Strategy, OneFuture Coachella Valley
- Omier, Julio – Assistant Principal, Rancho Mirage High School, PSUSD
- Rodriguez, Monica – Assistant Principal, Indio High School, DSUSD
- Diliana Peregrina-Kretz, Diliana – Director, Talent Search Grant Programs, COD
- Perotti, Marie – CTE Coordinator, CVUSD
- Phillips, Amanda – Dean, Counseling Services, COD
- Pinning, Steve – Director of Linked Learning, CTE, PSUSD
- Rossi, Vida – Professor/English, COD
- Brad Seiple, Brad – Assistant Principal, Cathedral City High School, PSUSD
- Spears, Amy – Assistant Principal, Palm Desert High School, DSUSD
- Tabor, Karen – Dean, Math and Science, COD

	Torres, Adrian – Curriculum, Xavier College Prep Valenzuela, Michelle – Counselor, Rancho Mirage High School, PSUSD Wells, Leslie – Vice Principal-CTE, Shadow Hills High School, DSUSD Wood, Marcus – Senior Director, DSUSD Woll, Ryan – Principal, Palm Springs High School, PSUSD Young, Leslie – Dean, Health Science and Education, COD
Recorder:	Mary Lou Marrujo

AGENDA

1. Call to Order (8:35 a.m.)		
2. Action Items		
2.1 Approval of Agenda		
DISCUSSION	<p>Dr. Joel Kinnamon, Superintendent/President at College of the Desert, welcomed everyone. He announced that he will be recommending to COD’s Board of Trustees at their next meeting to extend a second year of free tuition to those local high school students currently in the pLEDGE program. In addition, he will be recommending that COD offer to commit to two years to the local high school senior class of 2018.</p> <p>The Board of Trustees meeting is September 15th, so watch for the official announcement.</p> <p>Link to pLEDGE website for more information.</p>	
CONCLUSION	Agenda approved as submitted.	
FOLLOW-UP ITEMS		PERSON RESPONSIBLE
		DEADLINE
2.2 Approval of June 2, 2017 Minutes		
DISCUSSION	Deanna Keuilian, CTE Administrator, DSUSD, needs to be added to the June 2 nd meeting attendance list.	
CONCLUSION	Minutes approved as amended.	
FOLLOW-UP ITEMS		PERSON RESPONSIBLE
		DEADLINE
3. Group Discussion		
3.1 Refine Goals		
DISCUSSION	<p>Dr. Ralston started off by reviewing the goals this committee set for themselves last year (copy attached).</p> <p>One of the goals was to create a workgroup to collaborate on Math and English; the challenge has been to set a meeting that fits into everyone’s busy schedule. It was suggested that the committee start as a smaller group. The following people agreed to meet at an initial meeting: Ryan Woll; Gabriel Fajardo; Marie Perotti; and Karen Tabor. They agreed that the best day and time to meet is on a Wednesday or Thursday at 1:00 p.m. Ryan Woll will host the first meeting.</p>	

We do have a Reading, English and Math pilot project that is getting started at Shadow Hills High School that will serve as a model on how to move forward.

Dr. Ralston reported that the Common Assessment tool being developed by the State of California to help with college assessment and placement has been delayed again, which creates a big challenge. She would like this to be the one of the top conversations for the group this year to have a shared understanding of what's going on with this. She added that she would like everyone to take the assessment test anonymously.

One of the goals was schedule synchronization. College of the Desert (COD) changed their start dates for summer school, which allowed more high school seniors to attend summer school at COD. More work towards effective scheduling continues.

This fall we had our largest offering of dual and concurrent enrollment classes. COD also moved up their registration schedule for Fall classes from July to May. While that worked well for COD, it did not work as well for the high schools for their dual enrollment classes. There will be future discussions on how to make the scheduling work more effectively for everyone.

Last year there was also discussion on articulated counseling, outreach and support consistency. Amanda Phillips was applauded for her counseling staff's work with the EDGE program and High School Days on campus.

Dr. Ralston handed out 3x5 cards to everyone to do a quiet assessment and get some feedback on how to help refine our goals. She asked everyone to respond if we should continue to move forward with the goals identified last year. Last year was more about COD. This year she would like it to be more about the school districts.

Dr. Ralston handed out a second set of 3x5 cards and asked the group to list what they feel needs to be prioritized this year.

A communication workgroup was formed to address some of the challenges in continuing to work more effectively due to our different time structures, cultural differences, personnel changes, etc. The following people agreed to be on this workgroup: Pamela Ralston, Amy Spears, Kevin Bibo, Michelle Valenzuela, Michelle Bleza, Sal Becerra and Adrian Torres.

Dr. Ralston would like to discuss in the future ways to reduce redundancy across districts and agencies, e.g. data collection. It would be helpful to share this information collectively.

	She asked who would be interested in being part of a small learning community to discuss how to move the needle on Math and English: Ryan Woll; Marcus Wood; Leslie Wells; Julie Omier; and Kim McNulty.		
CONCLUSION			
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE	
<ul style="list-style-type: none"> An email will be sent to the entire Math and English workgroup with a set date and time at Rancho Mirage High School. Those who committed today will attend, or send a representative from their district. Ask Dr. Daniel Martinez to present on the Assessment Pilot Project. Schedule a communication workgroup meeting. 	<p>Karen Tabor</p> <p>Pamela Ralston</p> <p>Pamela Ralston</p>		
3.2 Improving enrollment processes for concurrent and dual enrollment			
DISCUSSION	<p>Dr. Michelle Bleza received many thanks from the high schools for helping hands-on with registration. Parents and students were also thankful. The principals and counselors agreed that it was great having a single-point of contact with COD.</p> <p>Discussion and suggestions:</p> <ul style="list-style-type: none"> Send out a survey on the assessment of the dual enrollment process to the head counselor at each high school. Provide a schedule/process on courses to be offered. Spring schedule is due mid-October. Parent awareness and outreach. Connection points. Students need more help with financial aid procedures. Parents don't understand the process. Collateral material to help students get past submission. Eye catching promotional materials. Provide more information to teachers on COD's flex training. High school faculty orientation. Share articulated courses. <p>The following people said they would be interested in doing some sub work across the districts in CTE: Deanna Keuilian, Kevin Bibo, Marcy Herrera, Steve Pinning, Zerryl Becker, Kim McNulty, Michelle Bleza, John Mesick, Julio Omier, Marie Perotti, Sean Webb, and Leslie Young.</p> <p>A third assessment piece added to the 3x5 cards was, "Improving Enrollment Processes for Dual Enrollment."</p>		
CONCLUSION			
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE	
<ul style="list-style-type: none"> Send out a survey on the assessment of the dual enrollment process on what worked and what did not work this semester. Email a list of all high school counselors with a designation of who the head counselor is to Michelle Bleza: mbleza@collegeofthedesert.edu 	<p>Bleza/Ralston</p> <p>All Principals</p>		

<ul style="list-style-type: none">• Email major deadline and important dates to principals as soon as they are set, e.g. spring registration, High School Day, campus orientation.	Michelle Bleza	
4. Adjournment: The meeting adjourned at 10:00 a.m.		

NEXT MEETING:

Friday, October 6, 2017 – 8:30 a.m.

Location College of the Desert – Public Safety Academy (PSA), Room
PSA 19, A&B

Consortium Goals:

- Improved Communication flow
 - College Readiness Block Grant, K-14 consortium, improved effort at responsiveness
- Math and English collaboration
 - needs a workgroup to create a focus for conversation and to establish the practical elements
- Concurrent/Dual Enrollment Orientation (parents, students, staff, faculty)
 - Specific role to oversee at COD level and specific contacts at USD level
 - Development of shared understanding
 - Development of CCAP agreements
 - A slow roll out to a bigger program for 2017-2018
- Schedule synchronization
 - Working to finalize a change to the college
- Articulated counseling, outreach, support, consistency, including alternative education—outreach
- Assessment – Multiple measures and testing (track down previous effort)

Study Session (Single Topic)

Concurrent/Dual Enrollment Orientation (parents, students, staff, faculty)

If you could read ahead, the FAQ below is especially helpful for our discussion on improving dual enrollment in relation to the new law, AB 288:

[Frequently Asked Questions about Dual Enrollment](#)

Below are additional resources that help to clarify the State's expectations of our work together with dual enrollment:

[California Community Colleges Chancellor's Office Legal Advisory](#)

[College and Career Access Pathways \(CCAP\) Partnership Agreement Guidelines](#)

[AB 288 Partnership Framework](#)

[Instructional Minutes Explained](#)