

Mountain Desert Regional Career and Occupational Pathways Joint Powers Authority

Coordinating Council Meeting Minutes

Friday, November 18, 2016

Location: Apple Valley USD, Superintendent's Conference Room

9:00 a.m. – 12:00 p.m.

In Attendance:

- Belen Colon, RPS, Apple Valley USD
- Brad Williams, Coordinator, Apple Valley USD
- Lorena Delton, CTE Specialist, Barstow USD
- Sonya Smith, Coordinator/Asst. Principal, Barstow USD
- Salina Gregg, OAIH, Victor Valley UHSD
- Marc Lacey, Coordinator/Principal, Silver Valley USD
- Matt Wells, Coordinator, Snowline JUSD
- Nancy Spillman, Coordinator, Lucerne Valley USD
- Kim Walker, Coordinator, Hesperia USD
- Lucia Macias, RPS, Hesperia USD
- Pat Schlosser, Assistant Superintendent, Educational Services, Apple Valley USD
- Cindy Kunkel, Fiscal Services Analyst, Apple Valley USD
- Scot Williams, Director, Mountain Desert Regional Career and Occupational Pathways JPA
- Kendle Crowell, OSIII, Mountain Desert Regional Career and Occupational Pathways JPA

Agenda Item:	Presenter(s)	Notes:
Introductions	Scot Williams	<ul style="list-style-type: none">● Welcome and Introductions.
1.0 Review and Approval of the Minutes from the October 21, 2016 Meeting	Scot Williams	<ul style="list-style-type: none">● On a motion by Marc Lacey, with a second by Sonya Smith, the minutes from the October 21, 2016 meeting were unanimously approved.
2.0 Curriculum	Scot Williams	<ul style="list-style-type: none">● Scot Williams put together a guidance sheet for the November 28th and 29th Curriculum Alignment Meetings.● There will also be packets provided for each sector, that contain curriculum downloaded directly from the CTE website.● Matt Wells will bring a Math and English coach to the meetings to offer assistance.● The goal of the JPA is to surpass the County's curriculum and imbed more standards across the board.● It will be important for Coordinators to be present on both dates so they can work with their teachers in the areas they have advisories for.

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		<ul style="list-style-type: none"> ● Matt asked if he should bring any additional materials. Scot sated that he included ● everything in the packets, but there would only be one packet per table. Teachers are responsible for bringing their own curriculum. ● At the end of the process, the objective is to have editable documents where changes and standards can be entered. ● The idea is NOT to change base curriculum, but rather to imbed career readiness, applied applications in English and Math, anchor, and common core and CTE standards.
<p>3.0 Advisory Status</p>	<p>Scot Williams</p>	<ul style="list-style-type: none"> ● Scot Williams commended the group on a job well done getting advisories scheduled and completed by the end of the year. ● Discussion took place regarding articulation agreements. <ul style="list-style-type: none"> ○ The Admin. Policy at the College requires that articulations have to be two year contracts, so it was decided that all articulations that have been completed so far will be valid for the remainder of this year, 2016-2017, and through next year, 2017-2018. ○ Law Enforcement will articulate for the first time, which is great news. There will be three levels offered at the college; the hard part is navigating around the firearms component. ○ Scot will be meeting with San Bernardino Valley College in the future to discuss articulations. ○ He reminded the group that they shouldn't be articulating with SBVC unless the local colleges don't offer a class that they need articulated. <ul style="list-style-type: none"> ▪ Local colleges should be chosen first for articulations (for example, Victor Valley College, then Barstow College). If those schools don't offer the courses necessary, districts can venture out to colleges further away who DO offer the courses they need. ○ SBVC offers a Water Supply Technology Class, which is going to be a huge field to work in. This may be a class the high schools should think about offering.

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<p>4.0 Perkins</p>	<p>Scot Williams</p>	<ul style="list-style-type: none"> ● There was insufficient time to discuss this item.
<p>5.0 Renewal Application – 11 Elements</p>	<p>Brad Williams</p>	<ul style="list-style-type: none"> ● Brad Williams passed out handouts illustrating old and new allocations and preliminary figures for Round 2. ● Cindy Kunkel spoke on the next round of funding: <ul style="list-style-type: none"> ○ Estimated allocations for Round 2 come to approximately \$2.3 million. ○ Districts will have until June, 2019 to spend all funds, including round 3. ○ Money hasn't been released yet, but as soon as Apple Valley receives it, she will disperse to districts. ○ All districts still have a good amount of cash left on the books that hasn't been spent or earmarked yet. ○ She asked Coordinators to notify her of any fiscal personnel changes at their districts so she knows who to communicate with and disperse funds to. ○ She also requested that any district that hasn't sent in their matching money please do so. ○ Preliminary budgets for CTE grant also need to be hashed out and sent to her. ○ The state is now asking for a sustainability budget model covering the next three years and after round 3 is dispersed. ● Kim Walker brought up a question regarding paying student fees and memberships for CTSOs. What is the correct terminology they should be using so it is not looked at as being a gift of public funds? Cindy will look into this and get back to the group with clarification. ● Renewal Application Discussion took place: <ul style="list-style-type: none"> ○ Brad stated that the JPA needs to show what we're doing with funding now and project how the money will be spent for the remainder of the grant. ○ Pat Schlosser explained that concise, focused, detailed explanations are what is needed on the renewal application. ○ Responses will be submitted as a group/consortium. ○ Pat assisted the group in putting everything together as discussion took place. He would finish the documents

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		<p>after the meeting, but no later than December 1st. Coordinators were asked to send him their input for the questions asking about how funds will be used in the future.</p>
<p>6.0 Schedule Future Meeting Dates</p>	<p>Scot Williams</p>	<ul style="list-style-type: none"> • Coordinators will get back to Kendle Crowell with possible dates. • Scot Williams mentioned that meetings can take place at any of the districts; travel is not a problem.
<p>7.0 Additional Items</p>	<p>Scot Williams</p>	<p>7.1 AIM/ClassMate Software</p> <ul style="list-style-type: none"> • Scot Williams informed the group that he discovered Harris School Solutions is the company that produces the AIM software. • He met with Kathy Ritch from Harris, and they discussed another one of their systems, ClassMate, which has many components far beyond AIM. • In the County ROP proposal, the AIM component was approximately \$75,000; however, in the final agreement, all funds owed to County by the JPA equated to \$85,000. • The JPA should be eliminating services from the County by next year. • Kathy from Harris will work on a proposal for the JPA using the approximate number of students in the JPA who are enrolled in CTE/ROP classes, as well as the number of teachers. • Scot proposed that the JPA be a pilot for the new system. There may be a cost associated with piloting, but it would help Harris develop a product that would work best for our needs. • ClassMate has the capability to provide skills assessments and a grade book where teachers can scale students from 1-5 in theory, skills, and work ethic. Since work ethic is something that is being brought up at each of the advisories as being lacking in all fields, this would be an important tool for gauging a student's readiness to enter the workforce. • The systems can also print out certificates showing the assessment information. • Grades can be loaded into the system from AERIES, which would be a helpful component to teachers.

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		<ul style="list-style-type: none"> • All data from the AIM server can be transferred into ClassMate. • If we decide to pilot, the system would be phased in over a three-year period. • Training would be included for teachers, since there is a learning curve with any new system. • Harris also provides staff development as part of their training. • Brad Williams suggested using the Immersive Classroom to demonstrate the new software for the group. Harris offers a free demo on their website. Scot agreed that was a good idea. • Scot asked Coordinators to compile any questions they may have regarding ClassMate and he will take them back to Harris Solutions for clarification. • Kim Walker suggested finding other districts in California that already use the system to get their feedback and see how it functions for them. <p>7.2 Precision Exams</p> <ul style="list-style-type: none"> • Scot had no update on Precision Exams, as they haven't officially received a letter from the state recognizing them. Although Linda Greer from CDE <i>did</i> give the OK to purchase the software using Perkins funds. • At this point, Precision would only give us the ability to print certificates; whereas a system like ClassMate offers that, and so much more.
Adjourn		On a motion by Belen Colon, with a second by Brad Williams, the meeting was adjourned at 11:52 a.m.