



Monday, February 5, 2018 GOAL Board Meeting Board Meeting

Date: February 5, 2018

Time: 12:00 noon - 1:30 PM

Place: Cabrillo College, Main Campus, Sesnon House room 1804

GOAL Board Members Comprised of the following representatives:

- Pajaro Valley Unified School District – Michelle Rodriguez (Alternate: Nancy Bilicich)
- Santa Cruz Adult City Schools – Kris Munro (Alternate: Lysa Tabachnick)
- Cabrillo College –Matthew Wetstein (Alternate: Terrence Willet)
- SC Office of Education – Michael Watkins (Alternate: Faris Sabbah)

In Attendance

GOAL Board Members:

Faris Sabbah - Alternate

Matthew Wetstein

Michelle Rodriguez

Kris Munro

GOAL Staff:

Annabelle Rodriguez

Terrence Willet

Doreen O'Donovan

Jennifer Hallett

Guests & Community Members:

Christina Koda, PVUSD Finance

Nancy Bilicich, Watsonville Aptos Santa Cruz Adult Education Director

Todd Livingstone, Watsonville Aptos Santa Cruz Adult Assistant Principal

Jaime Alonzo, Dean of Natural and Applied Science

Terrence Willet, Dean of Research, Planning, and Institutional Effectiveness

Leila Jamoosian, Institutional Research Analyst

A. Opening Items

1. Call to Order – 12:07 pm
2. Public Comments
 - Jaime: Now is a great time to think deeper about our partnership, our goals are the same, to prepare students for higher levels of education.
3. Approval of Agenda
 - Revisions: none
 - Unanimously approved
4. Approval of Minutes
 - Revisions: none
 - Unanimously approved

B. Information Items

1. Director Update
 - AEBG Summit 2018 – Burbank California Jan 22 to Jan 23, 2018
 - It was announced that AEBG Consortiums are required to follow the rules outlined in the Brown Act The state will provide training materials.

- Consortia Fiscal Administration Declaration (CFAD) is due May 3. The public has a chance to offer opinions. Current allocations will stay the same through 18-19 unless consortia's are unable to fulfil their role.
- Human Centered Design, looking through the human lens rather than the institutional or grant lens.
- Submissions and Deadlines
 - Budget submitted in December though Nova.
 - 15-16 Expenditure Report submitted January 31.
 - Data Accountability submitted January 31.
 - Closeout Report is due February 25.
 - Currently processing the last allocation to PVUSD.
 - 18-19 State Allocations announcement expected February 28.

2. Data and Metrics

- Reviewed slides showing data from CASAS TOPSpro reporting system.
- This data was reviewed by the GOAL Steering Committee at their 1/29/18 meeting. At that time, Todd from the adult school shared that the data shown is for students that enrolled independently. They are not cohorts of students that you might commonly think of in K-12 settings. Student arrive and leave the program on their own schedule. Think of this data as snapshot of data. You should not look at the data assuming that they had the same students in 2015-16 as they did in 2016-17.
- Note the meanings for the following acronyms:
 - English Language Learner (ESL/ELL)
 - Basic Skills (ABE)
 - High School Diploma (HSD)
 - High School Equivalency (HSE)
 - Career and Technical Education (CTE)
 - Workforce (Re) Entry
- Slide: Number PVUSD Students Enrolled by Program 15-16 to 16-17
 - The CTE data shown on the slide does not correctly reflect current CTE data. The Adult School is working on the definitions of CTE so they are more in line with WIOA definitions.
 - The board noted a decline in enrollment for Basic Skills. The adult school explained that every year is different.
 - ABE students are working at an elementary level. The goal of students taking ABE is to move towards getting a GED or High School Diploma.
- Slide: Percent PVUSD ABE Students Achieving Gains 15-16 and 16-17
 - Percent PVUSD ESL Students Achieving Gains 15-16 and 16-17
 - Why is attendance going down? Adult learner cannot be held to a year-by-year system for gains and attendance similar to K-12 schools.
- Number PVUSD Students Passes GED and HSD 15-16 to 16-17
 - A trend towards students taking the GED and HSD since these are test based and quicker.
- PVUSD Students Self-reported Outcomes 15-16 to 16-17
 - Reporting requirements have changed and become more difficult in 16-17
- Cabrillo ESL Non-Credit Course Enrollment 17-18
 - The majority of students are seeking ESL services
 - True numbers unavailable until end of each semester
- Cabrillo Basic Mathematics Non-Credit Course Enrollment 17-18

- Date to compile in the future.
 - Compare more past years.
 - Compare to other forms of education.
 - Compute percent of students that passed the GED and HSD
 - Number of students who had one level of gains vs multiple level gains.
 - Compare results by ethnicity and gender
 - Can we build a survey to measure career advancement, seeing myself as a postsecondary student at Cabrillo, and/or about student's experience in Adult Ed. That data might help connect to the goals.
 - What are the patterns in attendance for each program?
 - How are student engaged and connected to the programs?
 - Can we include a question on the intake form to ask students what their educational goals are?
 - It is very challenging to get students to fill out even minimal paperwork.
 - There isn't much latitude to add questions on the common intake form.
- General Questions and Concerns as a result of reviewing the data presentation:
 - Are "gains" one level of improvement or more than one level or both?
 - Data shows gains decreasing from the prior year. Would be interesting to see if that is a statewide trend or if our program in an anomaly.
 - Concern was shared that if funding is tied to performance similar to what is seen in K-12 that future program funding might be in jeopardy. The suggestion was made to identify some local accountability measures to compensate. What other data systems could we use?
- Work Plan Template
 - Reviewed the Work Plan template discussed at the last meeting.
 - Received first draft data provided by PVUSD.
 - District reported it was very time consuming to complete.
 - The template only contains CTE data
 - Reviewed data once input into the template.
 - What does NA mean?
 - Would be helpful to share the graph with staff prior to the meeting.
 - Reminder that this was the best staff was able to do with the raw data we received. We are in the early phase of development a system of collecting and reporting data.
 - Purpose of the form is to find out what classes are being funding with AEBG funds and where are those classes located in the county – and what are the measurable outcomes of those classes?
 - The Adult school does not have a Master schedule and how each course is funded that we might be able to use.
 - Anything to add/change to this template? No

RECOMMENDATION: Continue to use Final Work Plan Template

3. GOAL Spring Retreat Planning

- We are considering hiring Randal Tillery, Project Director at WestEd to facilitate the April Board Retreat.

- Has experience working with adult schools and with AEBG data measurements.
 - He can provide an update on discussion around moving to performance based funding allocations.
- We will send a Doodle Poll to pick a date for the retreat.

4. Member Non-Financial MOU's

- Other consortia's are also reviewing their partner MOU's.
- Annabelle will be working with Bob Harper to develop a model MOU for our consortiums.

5. Marketing and Outreach Updates

- Website Review
 - The website will be translated into Spanish
 - Will send out to board once launched and they can share with their communities.
- Brochure Review
 - Brochure is partner facing.
 - Too expensive to send to public school system, looking into postcards instead and folding brochures only to selected destinations
- Other Marketing
 - Newspaper, bus ads and other marketing will be more community facing.
 - See Sue Goches about free bus advertising opportunity.

C. Calendar

1. Governance Calendar
 - CFAD is Due May 3rd.
 - Opportunity for public comments at next Board Meeting

D. Closing Items

1. Summary and Agenda Building
 - Appreciated having data/graphs/charts/templates to look at
2. For Next Meeting
 - Set aside plenty of time to discuss retreat planning.
 - Asked for a board member to help with board retreat planning. Board suggesting working on it at the next meeting instead.
 - Back at old meeting room, then will hold meetings at the new GOAL office in room 1602 once furnished.
3. Meeting Adjourned – 1:30 pm