



GOAL Board Meeting Minutes

Date: September 10, 2018

Time: 12:00 PM – 1:30 PM

Place: Cabrillo College, GOAL Offices, Room 1602

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: Dorothy Coito)
- Cabrillo College – Matthew Wetstein (Alternate: Terrence Willet)
- SC Office of Education – Michael Watkins (Alternate: Faris Sabbah)
- SC Workforce Development Board – Andy Stone

In Attendance

GOAL Board Members:

Andy Stone
Matthew Wettstein
Michelle Rodriguez
Kris Munro

GOAL Staff:

Annabelle Rodriguez
Doreen O'Donovan
Jennifer Hallett

Guests & Community Members:

Nancy Bilicich, Watsonville Aptos Santa Cruz Adult Education Director
Todd Livingstone, Watsonville Aptos Santa Cruz Adult Assistant Principal
Terrence Willet, Dean of Research, Planning, and Institutional Effectiveness
Burr Guthrie, Watsonville Aptos Santa Cruz Adult Education

A. Opening Items

1. Call to Order 12:00 PM
2. Approval of Agenda
 - a. Call for approval: Stone, Munro
 - b. Agenda unanimously approved
3. Approval of Minutes
 - a. Revisions: None
 - b. Call for approval: Stone, Munro
 - c. Minutes unanimously approved

B. Public Comments

1. None

C. Director Report

1. CommunityPro: The Director outlined the reasons she would like the board to consider purchasing and using CommunityPro software to track adult learners transfer data in real-time.
 - a. BACCC reviewed multiple information systems one and a half years ago.
 - b. Other systems only display historical data.

- c. Integrates to existing IT including those that WASCAE and Cabrillo currently use. The education partner enters the data when they learn about a student's plans to enroll to another member institution.
 - d. Referrals can be made to institutions/community organizations outside of the imputing organization.
 - e. Specially designed with the work of Transition Specialists in mind. Transition Specialists were interviewed to capture their work and design a database to track the success and transition of adult learners.
 - f. Director interviewed other institutions that use the system, including community based program. Results included in attached document.
 - g. The costs include \$5,000 for startup and a possible additional \$5,000 per member for customization. Cabrillo College is offering to cover the cost of startup, onboarding, customization and training. Members would cover the cost of usage in subsequent years. The ongoing cost is 1 cent per student, per day or \$3.65 per student. Michelle recommends we try it for more than one year and request a quote for a 3-year implementation.
 - h. The board recommends that the director look more into this project and bring it to the board as an Action Item at the next meeting. IT directors should also be included.
2. IBEST: Review of progress towards implementing IBEST.
 - a. Training will be Nov. 2, 2018 co-hosted with Hartnell and Gavilan.
 - b. The Community Health Worker program at Cabrillo will be piloted IBEST this spring.
 - c. We need to consider that with current resources available, we will need to look for other sources of income to support the program after the initial years.
 3. Annual Plan: Consortia goals and plans.
 - a. The Annual Plan was submitted.
 4. Member Plans & Budgets
 - a. Individual member plans are completed (annual plan necessitated) Plans will be available on consortia website once approved.
 - b. Budgets are due by September 30th, must be reviewed and submitted by October 30 2018.
 5. 3 Year Plan Update
 - a. On track
 6. Fiscal
 - a. Nova, doing well
 7. Data: Ad Hoc Committee needed
 - a. The committee will decide what data sets and metrics the board will look at on a consistent basis. Will keep Board updated on progress.
 - b. Date, still to be determined
 8. GOAL Timeline
 - a. Through June, 2019
 9. Interviewing for Transition Specialist position in the coming month.
 10. Will be working with SCCOE to start capturing their data.

D. Presentations

1. Watsonville/Aptos/Santa Cruz Adult School. Nancy presented Data Trends 2015 to 2018. The presentation is attached.
 - a. Enrollment Down

- i. Students may be concerned about the difficult environment for immigrant populations in Santa Cruz County, the economy has improved and more students are taking the CTE path.
 - ii. Growing housing costs
 - b. Outcome Trends
 - i. Much of the changes in the Literacy Gains data is probably as a result of better reporting rather than increased student success.
 - ii. CommunityPro could improve the self-reported data. Nancy is also going to stress to staff that it is important to capture self-reported and literacy gains data correctly.
 - iii. Concurrently enrolled students are not funded with AEBG funds; therefore their data is not reported to CASSAS and does not reflect their information.
 - iv. Students do complete an education plan but the school does not track their progress. Burr said they will work with staff to start working with students more closely regarding their progress.
 - 2. Santa Cruz County Workforce Development
 - a. Andy Stone provided an overview of employment trends in the Santa Cruz County. Presentation attached.

E. Additional Information

- 1. Meeting Dates & Times
 - a. Nov 19
 - b. Feb 11 – Move to Feb 4 at the same location as S4C
 - c. April 8
 - d. Action: Change Feb 2019 meeting to be immediately following S4C meeting on Feb 4th
 - Unanimously approved.
- 2. Governance Calendar Reviewed

F. Closing Items

- a. Summary and Agenda Building
 - Continue to be data-driven.
- b. Evaluations
- c. Adjourned at 1:33 PM