

Advance
 Lake Tahoe Adult Education Consortium
 LTCC Board Room and Conference Call:

12/08/16
 10:00am – 12:00pm
 LTCC Board Room
 and Conference Call:
 888-450-4821
 Passcode: 441861

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners:

Bob Albrecht, Maxine Alper, Amber Aneloski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Janelle Blocher, Rich Bodine, Danielle Bogan, April Boyd, Peter Brinckerhoff, Jeremy Brown, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Scott Craig, Christopher Croft, Brittani Curtis, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Lisa Foley, Laura Fruitman, John Fry, Frank Gerdeman, Sue Gochis, Bob Grant, Lt. Terrell Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Matthew Kosifas, Ivone Larson, Beverly Lassiter, Hedy Lim, Maria Luquin, Renae Lynch, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katherine Miller, Cristina Nunez, Sabrina Owen, Jenna Palacio, Nicole Paulley-Davenport, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Andrea Salazar, Penny Sherve, Justin Sinner, Melinda Stearns, Kim Stephenson, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Cheri Warrell, Brian Williams, Doug Williams, Nichole Williamson, Jenny Wilson, Jude Wood
 Present Call-in

AGENDA ITEMS

Topic	Timing	Action Needed	Agreements/ Notes
1. Welcome, Introductions	10 min	Preview agenda, outline plan for the meeting, brief self-introductions	Michael welcomed the group and introductions were made. Network partners shared what they are most proud of looking back for 2016 and what they are excited about for 2017 in regards to the ADVANCE Network. Michael noted that the Foundation for the California Community Colleges joined the ADVANCE Network and has continued to be active with the promise of what we can do together for the future. Marilyn Ashlin added that she views ADVANCE as a great model to share with the state.
2. Director's Report	10 min	Updates and Information about: a. Status of the Consortium and LTCC Hub b. Systems Update (e.g. Community Pro)	Frank provided the following updates: CommunityPro Suite- a data platform that ADVANCE has invested in to share real time referrals and stay interconnected as a network to nurture information. By the end of next week, all consortium members will have signed on and the process to upload information to share will start.

<p>3. Year 2 Consortium Implementation</p>	<p>15 min</p>	<p>a. Consortium Member Reports on Initiatives and Support Needs b. Network Enrollment Assistance</p>	<p>Michael prompted consortium members to provide updates:</p> <p>EDCOE- Gary Sutherland provided the following updates:</p> <ul style="list-style-type: none"> • Over 46 students have graduated and they would like to increase classes from two to three nights per week, however, they are limited on funding. They do not want to put people on waitlists. • Individuals coming in have a high interest in obtaining their High School diploma. • 90% graduation rate from participants. • Staff who care and stay active in student’s lives, active partners, and a rejuvenation of programs are all helping to drive enrollment. <p>Michael and Frank stated that they have a commitment to no waiting lists.</p> <p>Michael highlighted the importance of closing the gap and connecting students to all existing services before they graduate, or dual enrollment. Frank agreed and added the importance of intentional outreach on the counseling/advising side before graduation. Michael encouraged a targeted ADVANCE hosted information session for Tallac graduates that includes work experience, employer participation, etc., in order to close the gap quickly. Frank asked if there is flexibility with the definition of credit and Gary confirmed that elective credits can be used for work experience. Consensus to hold an information session for this group during the first quarter of 2017.</p> <p>LTUSD- Bob Grant provided the following updates:</p> <ul style="list-style-type: none"> • There will be an HTRR teacher hired at Mount Tallac Continuation School/High School. This teacher will be going to different businesses to research local needs. Michael noted that this goal should be
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			<p>revisited in the January network meeting.</p> <ul style="list-style-type: none"> The Home program will start at the end of January and will run through June. Classes will also be offered at the FRC. A staff will be coming in with flyers/messaging, and will be conducting outreach to eligible families (i.e. Cafecitos).
<p>4. Workgroup Action Plans</p>	<p>45 min</p>	<p>a. 2nd Quarter initiatives b. Network Partner Assistance</p>	<p>Josh provided the following HTRR updates:</p> <ul style="list-style-type: none"> Additional Boot Camps will be on hold until January/shoulder season. Frank and Josh will be meeting with Camp Richardson for possible site usage. The Boot Camp will not be limited to the shoulder season with community collaboration and will not be restricted to the college schedule. Mobile set of culinary equipment was purchased (i.e. saucepans) in order to deliver Boot Camp at multiple sites. <p>Alexis provided the following A/T updates:</p> <ul style="list-style-type: none"> The next ADVANCE hosted information session be held on 12/14/16. We need referrals from network partners to help make them successful. Starting in January, sessions will also be offered on the 4th Wednesdays of the month at the SLT Library. Additional off-site locations will be included as well (FRC, Bijou, Alpine). Michael noted the importance of making programs accessible and thanked Katherine for the SLT library space. Bob Grant added that he would like to see information sessions held at parent night. <p>Marketing & Outreach updates:</p> <ul style="list-style-type: none"> ADVANCE was offered the Spring catalog cover and (2) pages. Josh stated that the goal is to convey the main points that make up ADVANCE

			<p>and what function/value it has to the community.</p> <ul style="list-style-type: none"> • Michael discussed avoiding collateral that is disguised with code words of how we talk to people who are underserved / disadvantaged. He emphasized using invitational language in the way we tell the story of ADVANCE so it becomes the community's ADVANCE. • Frank emphasized to the network that we will not be using the "adult education" term in our language in the catalog or as a network. • The group reviewed potential pictures to be used for the catalog.
5. Network Hubs	15 min	<p>a. Resource Requirements b. Targeted Services and Demographics</p>	<p>Michael reminded the network that ADVANCE has three years to build initial capacity and a vital and robust system that supports itself and supports learning at any door an individual may enter.</p>
6. Building Network Capabilities	15 min	<p>a. Professional Development priorities b. Prospective Advance Newsletter – Communicating Advance Opportunities and Outcomes with the Community</p>	
7. Next Steps – LTAEC Meetings 2nd Thurs	10 min	Action Items Review	<p>All:</p> <ul style="list-style-type: none"> • Referrals to ADVANCE programs and services <p>ADVANCE Staff:</p> <ul style="list-style-type: none"> • Schedule targeted information sessions (i.e. Tallac Continuation School, LTUSD parent night)

MEETING ADJOURNED AT 11:57PM