

**Tri-Valley Educational Collaborative
General Meeting
November 5, 2009- 8:00 AM to 10:00 AM
LVJUSD Board Room**

MINUTES

Members Present: Cindy Alba, Jacque Barker, Denise Boeder, Bill Branca, Liz Buckley, E. Calhoon, Tom Curl, Linda Gullick, Bryce Custodio, Don Danner, Moses de los Reyes, Gloria DaSilva, Sue Davis, Julie Duncan, Deborah Evans, Susan Hayes, Kim Halket, Todd Halvorson, Debbie Harvey, Jorja Ivie, Karen Jeffries, Kt Little, Keri McDonald, Ginny McGaha, Karen McMahan, Stephanie Mainoni, Maria Mendiola, Steven Martin, Bob Middleton, Denise Nathanson, Vicky Shellenberger, Kathy Schults, Stacey Stein, Ellen Turner, Charlene Walker, Judi Watkins, Nancy Wright, Anne White, Catherine Wolfe, Kelly Zummo, Lisa Pong, Greg Schroeder, Gina Gourley, Ed Woodworth, Scott Miner, Amanda Carlson.

Special Guest: Dr. Rhea Williamson, Associate Vice President, California State University -East Bay

I. Call to Order at 8:00 AM and Introductions by Dr. Janice Noble

Travis Nelson of Congressman McNerney's office was scheduled to attend but was unable to at the last minute. New Members and Guests attending are: Greg Schroeder, Career Education Specialist at Del Valle, Valley and Village High Schools; Amanda Carlson, AVHS Career Specialist; Lisa Pong, TVROP instructor of marketing and business ownership at Dublin High; and Dr. Rhea Williamson from CSUEB.

II. Announcements

Nancy Wright- High school senior parent night is now called "Shifting Gears" – it will be held Dec. 3 from 7 pm to 9 pm. "Early" is the mantra right now for students considering courses at LPC- if you don't do things early you won't get classes you want when you want them. Nancy offered to come to schools to talk about early admission as it is very important to start class planning now.

Ginny McGaha- Get Set orientation is next Thursday. She handed out brochures and encourages administrators and educators to encourage girls who are interested in math science and technology to attend. She is getting the word out through career centers.

Judi Watkins- Career Tech EB/TVC is hosting a second workshop from the "Next Skills Institute." This "train the teacher" workshop will be held Nov. 19 from 8:30 am – 4:30 pm at the district offices in Pleasanton. Contact Judi to reserve your place. It is a good complement to the Employability Certificate.

Other announcements:

Ben Fobert and his wife welcomed their fifth child Monday.

Janice asked everyone to review the organization chart for updates.

III. Approval of October, 2009 Minutes

Bob Middleton moved to approve the minutes. Bryce Custodio seconded the motion and it passed.

IV. Presentation: Marketing the Career Pathways Project Bryce Custodio

The Career Pathways Project is a living document and there have already been changes to it at Dublin. For tracking purposes, when you make a change, put the old sheet in the front of the binder so we can track them. We are working on a process for updating information that may include each of you having your own disc.

Project Review

- Start with purple sheet to help students identify interests. From that sheet, can move into specifics.
- First section- Industry sectors table sheets indicate pathways for all 3 districts.
- Second section – This chart looks at all 3 districts and identifies the pathways in each district. This is helpful for district pathway planning- for instance, Dublin wants to develop an engineering pathway and I can see where I can find cross-district help from Pleasanton which already has one. You don't need to reinvent the wheel! Administrators and teachers may be interested in looking at this section.
- The second section also lays out individual pathways to your school and is a great place for students to start. The pathways extend to community college and university level, though programs at those levels are still being identified. Students love the visual- Bryce showed it to her secretary's son and he took the whole binder home. Helps them actually "see" life after high school.
- The third section holds worksheets for each district, identifying individual core subject areas that lead to pathway work in community college. This is a great resource for counselors and I recommend pulling them out, copying sets and putting them on silver rings on a bulletin board to easily show kids what classes they need to take towards future goals.

Breakout Session:

Tables were set up by discipline and members and guests sat at groupings accordingly. They brainstormed ideas on how to use the project at schools, in course catalogs, etc.

Ideas to consider during breakout sessions:

- At schools and in course catalogs- a way to 'wow' your families.
- Make enough copies so every counselor has their own binder

- Ensure each district has a CD of the basic project
- Moses says this would be a good resource for Alameda County- every year they have civil engineering interns come through who might benefit.
- Adding courses that fit with existing pathways. New courses that are aligned indicate a vision. Ie: Dublin culinary pathway is interested in a food science program.
- How might you use this book with different populations (ie: at risk students?)
- How might teachers use this in classrooms?
- Dublin is planning on taking the project on a “Road Show” to faculty meetings next month. Is this something that you could do?
- Nancy Wright pointed out yet-to-be determined areas on the worksheets where LPC might not have a course, but Ohlone might (ie:in biotech). Obtaining current information on courses from Ohlone/Chabot/CSUEB is a next step.

Group Share Out- Brainstorming Results

Career Center Group – Create posters for display in classrooms- for CTE and non-CTE classrooms. Available online and linked to district sites. Discuss and hand out to parents and students at Back-to-School night.

Counselor Group- Extend to a 2- and 4- year path to identify options for parents. Add it to course catalogs and website. Include in video bulletin at Dublin High- highlighting a pathway each month to prepare for scheduling. Host a “Pathway Parent Night” in grades 6-12 to go over pathways and conclude with breakouts with counselors organized by pathway. Copy out own district information.

Teachers Group: Recommended binders and like the idea of worksheets on easy to grasp rings, but are concerned with budget issues. How will we do the color copies? They like posters so they are regularly visible to students and recommend adding student pictures to make it real life for them. They want it on or linked to the district website in a “shared folders” area so it is accessible to all teachers on the network. That way, teachers can show students in class what they need in their own pathway. Also recommended having it linked to the DPIE website to connect with local businesses. Concerns- backgrounds- if dark, then have white font- easy for making power point presentations. Cost of laminating. May not need all binders- but the ring idea available to teachers in classrooms for students to see were good.

College Group- A great desire to “fill in the blanks” in the post-secondary sectors where information is not yet shown. Believe it could be interactive with links to an inventory of programs at community colleges regarding certificates, degrees and transfers. This can really help get students ready for bigger world. Potential for project to help parents and students see importance of diverse experience for college applications by linking career pathways to a-g courses. Some articulation issues that still need to be addressed.

Business Partners Group- This was a diverse group so it was hard to make generalizations. They believe the project would be useful with at-risk kids and would be a

good tool for social service agencies. Social Services of Alameda County has an incentive program for employers that pays 80% of employee wages up to 6 months they are willing to reimburse- as well as benefits.(Moses requested a copy of the binder!)

Administrator Group- Having more copies available for staff was important and they liked the idea of having worksheets on a ring for counselors. Make it a priority to update/fill in last section with course changes. We should set up cycle for changes/updates/course program development.

V. Other Reports:

A. Website Task Force- Kim Halket reported that the task force is looking at existing information on website and have each taken sections to review to ensure it is still usable and appropriate for all stakeholders- students, parents, teachers, counselors. Once they've identified what's there and what's missing, they'll update the wording and information and it will be put on the website. Second meeting is in a week.

B. BACPA Grant Opportunity – Janice reported that after the last Administrative Council meeting, an opportunity came up for TEC to obtain grant monies from the Bay Area Career Pathway Alliance. There are 3 grants and there was a short turn-around. She contacted the administrative council members to gather ideas and input on possible uses for the money.

- 1- \$4,000 for TEC to host a regional BACPA meeting at LPC in the spring.
- 2- \$5,000 for TEC to support collaborative work we're doing to purchase materials for Road Trip Nation, which was discussed at our last general meeting.
- 3- \$20,000 for TEC's work on energy pathway development and curriculum development in each of the districts.

VI. District Team Breakouts

VII. Adjourned at 10:00 AM

Next Meeting: December 3, 2009 LVJUSD Board Room 8 am – 10 am