

## Student Support - Meeting Minutes

<b>Meeting Date:</b>	5/18/20 (Virtual), 1-2 pm.
<b>Attendees:</b>	<b>Present:</b> Felisa Vilaubi, Sandy Cutshall, Janie Garcia, Magali Molina Ochoa, Jan Piazza, Adrienne Moberly, Anthony Moss, Desirie Torres, Randy Bryant, Dave Capitolo, Maritza Jackson-Sandoval, Peggy Raun-Linde, Tina Dave
<b>Facilitator:</b>	Felisa Vilaubi and Janie Garcia
<b>Minute Taker:</b>	Janie Garcia

### Minute Items

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#### General:

- Communication options:
  - All Adult Schools are communicating with students via email and social media.
  - PAUSD and MVLA do not have a real-time phone option but employees are monitoring voicemail messages and returning calls accordingly.

#### Updates:

##### FUHSD:

- Virtual non-grad meetings from HS to adult school. Nice warm hand off.
- Established plan for drive-by grad pickup. Planning to provide a make-up graduation ceremony for next year.

##### MVLA:

- ESL Placement Testing held virtually for about 40 students went well!
- First part is oral interview (6 basic questions plus 1 advanced), Second part is dictation. Placement results happen together.
- Similar process for CNA/MA

##### PAUSD:

- Holding transition to college and career courses over the summer. First time being held in summer. Already 17 enrolled!

##### FH:

- End of the year Puente/Reconocimiento event for graduates/transferring students was held virtually. It was an extremely successful event!

##### DA:

- Will be holding a special commencement event for their Latinx student population as well. Will be held the same week as De Anza's general commencement ceremony.

##### FHDA:

- The petition for Special Admit access to FHDA for students from all Adult School programs is being finalized through FHDA's shared governance process and is expected to be written into Board Policy.

#### Outreach Presentation Requests:

- Anthony- It's difficult to be confident in dates to request for having presentations for their AS programs/students.
- Desirie- positive tool/initiative. Definitely need to expect??? Would be a great idea to use a google doc so that we can see each other's dates.
- Felisa- I am less concerned with specific needs of the presentations and more about trying to follow the same processes that the K-12 use so that Adult Schools are a part of the conversations instead of an afterthought.
- Janie- it's also important to know that we are going to try to target your student needs with additional presentations with specific focuses.

#### Meeting during the summer:

Do we want to meet over the summer to get dates for outreach together? We can talk about virtual transitions, etc. Group agreed that it would be good to meet in July and there was strong availability.

- Proposed meeting in July
  - needs to be after July 8th.
  - Peggy, Felisa, and Janie will work on dates and send out a doodle.

#### Annual strategies for 2020-2021:

Are there any strategies our members feel we should add to our plan?

- Supporting students with technology, resources, skills...needed to access courses virtually.
- Possibly providing workshops for building \*power skills. \*also referred to as soft skills, work skills
- Educating Adult School staff/faculty on CAEP efforts and resources for AS students.
  - How should this knowledge be more effectively disseminated?
  - Can we use the virtual meeting model to assist in reaching more AS staff than has been possible with in-person meetings in the past?