

February Leadership Board Meeting

Thursday, 2/13

10:00 – 11:30 am

New Zoom: <https://us06web.zoom.us/j/86221770151>

In Attendance: Julie, Valerie, teresa, Vins, Lori, Connor, Jon, Jim, Lynn, & Jenée

Main Goals/Outcomes

1. Check in on ELL grant: Round 2 funding & reporting
2. Check in on attendance and agenda for Internal Stakeholders/Advisory Board Meeting
3. 3 yr plan sections:
 - a. Continue working on CTE and Student Support focused Activities

LB Meeting Agenda

(10:00am – 11:30pm)

General Information (10:00 – 10:05am)

- **Webinars**
 - **Feb 18** (1pm) Mind the Gaps: Strategies for Qualified Enrollees (Gap I)
 - **Feb 18** (2pm) Mind the Gaps: Strategies for Persistence (Gap II)
- **Due Dates**
 - **Feb 28:** Preliminary allocations for 2025-26 and 2026-27 released by this date. (proposes 2.43% COLA)
 - **Mar 1:** 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2)*
 - **Mar 31:** 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2) *

Items for Discussion/Work Session #1: (10:05 - 10:35am)

- ELL Grant: Round 2 funds / March Reporting (10:05-10:15am)
 - a. We don't have a lot of time for this- please write down all the questions you have, and I will work at getting the answers for everyone.
 - b. Questions so far:

Is there an estimated time when we will get our Round 2 checks?

- We have processed the grant agreement through our legal review process and are awaiting final approval before we can send it out for signatures. This timeline to reach a signed and executed agreement may range a few weeks. Once the executed agreement is in place, the consortium fiscal agent designee will be able to invoice for funds. There will be two invoice submissions that the fiscal agent will need to provide the Chancellor's Office with to obtain funding.

- The first invoice can be submitted to our office as soon as “within 60 days of execution of Grant Agreement”. Whereas the second invoice submission can occur once the Q2 reporting deadlines have been completed. Details will be included in the grant agreement that get routed for signatures. In the interim, consortia and members can ensure round 1, year 2 - Q2 gets reported by the 3/31/2025 deadline.

If agencies have not spent all Round 1 by June 30, 2025, can they carry over into R2?

- The Round 1 funding cycle comes with a 24 month spend down period between July 1, 2023, through June 30, 2025.
- So, Round 2 funds only include funds allocated for round two **(correct)**
- Therefore, round 2 funding does not include any carryover from round 1 **(correct)**;
- This is because as of July 1, 2025, round 1 funds can no longer be spent, and any remaining round 1 funds must be returned to the chancellor's office **(This will be further assessed by the Chancellor's Office as carryover questions continue to arise.)**
- March Internal Stakeholders Board Meeting (10:15 - 10:30)
 - a. March 21 LB: 9am-1pm / Stakeholders 9:30-1pm
 - b. Guest list check in: Add students to guest list?
 - c. Event Agenda (Skeleton)
 - d. Internal Stakeholders Detailed Program Agenda
 - e. Tabel Guide
 - f. Task Sheet

Items for Discussion/Work Session #2: (10:35 -11:30pm)

- Work on the 3 yr plan sections: Strategies/Activities (10:35-11:30 qm)
 - a. Utilizing the information gained from December's assessment:
 - i. Continue working on CTE and Student Support focused Activities.
- the focus for the ESL faculty should not be on curriculum alignment but on effective practices for contextualization [Valerie's thought for stakeholders meeting]

Lesson Plan:

ESL Faculty Group: I'm wondering if the focus for the ESL faculty should not be on curriculum alignment but on effective practices for contextualization?

Break into 2 breakout sessions (Student Support & CTE) to continue working on 3 yr plan activities. Utilize December's assessment work as it pertains to the work we are currently doing in our Activities. Are the Activities we already have taking care of all of our needs? Do we need to create any new Activities in order to address regional / educational needs we discover?

Student Support Team: (Valerie, Jon, Lynn, Liz)

- #2.1B Increase Student Targeted Academic Support
- #3.1C Increase Students Access & Participation in CTE Pathways

- #3.2A Transition Services at the AS and Onboarding Support at the CC

Resource:

Assessment Results for CTE/SS Groups

3 Yr Plan: Student Support Activities (2025-28

Strategy/Activity Overview

1.

CTE Team (Lori, Julie, Teresa, Jim)

- #2.1A CTE Pathway Projects (CTE Pathway Team)
- #3.1A: Articulation Projects (Articulation Team)

Resource:

Assessment Results for CTE/SS Groups

3 Yr Plan: CTE Activities (2025-28

Strategy/Activity Overview

[CTE Pathway Opportunities 1-10](#)