**GATEWAYSCV ADULT EDUCATION CONSORTIUM**

**BOARD MEETING MINUTES**

Via Zoom

[**https://canyonsonline.zoom.us/j/97748578214**](https://canyonsonline.zoom.us/j/97748578214)

Present: Omar Torres, Kathy Hunter, Donna Manfredi Kim Haglund, Hilary Schardein, Lisa Pavik, Dianne Avery, Bryan Wilson, Luis Gonzalez

**2:00 p.m.. to 3:00 p.m.**

**Tuesday, June 14, 2022**

**Pending Approval**

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| * 1. **Call to Order** | **Meeting called to order at 2:08pm** |
| **1.2 Flag Salute** | **Led by Donna Manfredi** |
| **1.3 Welcome to Guests/Recognition of Staff Representative(s)** | **General Welcome to all present. Introductions and welcome to Bryan Wilson, new Principal of Golden Oak Adult School replacing Donna Manfredi who is retiring. Additionally, Mr. Wilson will be overseeing CCR Extended Day. Dr. Luis Gonzalez as Associate VP of Instruction, replacing Paul Wickline. Dr. Gonzalez is also the interim Dean of Math, Science, and Engineering at College of the Canyons. We welcome them both and look forward to a wonderful partnership.** |
| **1.4 Approval of March 1, 2022 Minutes** | **Motion:O. Torres: Second K.Hunter** |
| **1.5 Data Protocol Approval** | **Move: K. Hunter; second O. Torres. Omar and Kathy agree that the hyperlinks pertaining to the MOU amendment in section 1.E should be replaced and Board approved if any significant language or provisions are changed. If not, a new MOU will be inserted without Board approval. \*\*Added note from Kim not discussed during the meeting - this information will be included in a bylaw revision. O.Torres asked clarifying question regarding missing hyperlinks in section 4. Coordinator answered it was redacted for public viewing because of confidential login information as this is an internal process document.** |
| **1.6 Three Year Plan Discussion/Approval** | **Move: O.Torres; Second K. Hunter. Board members asked clarifying questions - Did the Management Team review and approve of the plan and the answer is yes. O. Torres requested clarification on a data point regarding educational attainment on page 2. Coordinator relayed correct percentage rates which were missing and will add them. Additionally, information was relayed from H.Happel will be added on page 5 (Education and Workforce Services) by Coordinator. Kim relayed that some data points are automatically downloaded from Launchboard and cannot be edited, while there are still some areas such as GED completion that are incorrect. She will reach out to CAEPTap/WestED and discuss with Dianne. Overall, the group was pleased with the plan.** |
| **1.7 NOVA permissions update** | **Kim informed group that Marianne and Natalia have been removed and Dharren has access until GOAS let’s her know to change it. Bryan will be added on July 1 when he is officially in his new position, and Dr. Gonzalez has been sent an invite. Both new members will receive an invitation to Monday.com this week to view our projects. As a reminder, Monday.com was chosen as a free resource to manage projects since COC uses MS products and GOAS Google, and those are not compatible for the purposes we need at this point.** |
| **2.0 Instructional Services and Other Updates** | **A great thanks was given to D.Manfredi for her collaboration during her tenure and she is wished a very happy and relaxing retirement.** |
| **2.1 Hart District (Golden Oak Adult School)** | **D.Manfredi: Brochure slated for July. Excel classes will be launched as well as art and acting for adults. Piloting CTE Medical for ESL as IET. A co-teaching model is in the works, and K. Hunter relayed the great worth and success of the Classified Personnel courses. Kim suggests GOAS submit to CAEP for a Practice With Promise for that as well as the Custodial program to highlight the wonderful work. K.Hunter would like program expanded especially with SPED assistant populations.** |
| **2.2 Santa Clarita Community College District (College of the Canyons)** | **Dianne shared that fall flyers will be available mid to late July. New programs include sports medicine and real estate which are mirrored courses. VESL classes will include culinary and food worker sanitation and courses for emerging leaders. Also, PPL will partner with GOAS for a transition specialist to be at the GOAS site, funded by PPL if possible, and assist students for a few hours per day.** |
| **Announcement of Next Regular Business Meeting** | **Tuesday, September 6, 2022 from 1pm to 2pm. Agenda to be announced, but will include draft of Annual Plan.** |
| **Adjournment** | **2:47 pm: Move: K. Hunter; Second O. Torres** |

*If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in alternate form, please contact Adult Education at College of the Canyons: 661-362-3320 or Adult Education at Hart District: 661-253-0583 at least 24 hours before the scheduled meeting.*