



GENERAL MEETING OF the Joint Special Populations Advisory Committee (JSPAC) MINUTES
Holiday Inn Capitol Plaza, Sacramento
September 21, 2015, 9:30 a.m. to 3:30 p.m.

PARTICIPANTS PRESENT:

K-12-Adult Representatives: Denise Estrella, Susi Huschle, Ida Johnson (Co-Chair), Diann Kueny, Rita Thomas

Community College Representatives: Rosie Antonecchia, Roberta Kunkel, Carmen Lamha, Dena Montiel, Crystal Morse, Julie Pehkonen, Jan Swinton (Co-Chair),

Public/Private Representatives: Sheila Bollenbach, Deanna Hanson, Laurie Harrison, Freda Walker

Staff: Sally Cox, Sue Fisher, Elizabeth Wallner, Maureen White, Carolyn Zachry

Absent: Robert Cabral, George Essel, Regina Hanna, Christina Mora, Suzanne Moreno, George Railey

TOPIC	PRESENTER	DISCUSSION / ACTION
Call to Order	Ida Johnson, <i>Co-Chair</i> and Sally Cox, <i>Project Director</i>	The meeting was called to order at 9:40 a.m. by Ida Johnson. Ida and Sally welcomed the committee members to the new fiscal year and welcomed our new Chancellor's Office Monitor, Maureen White, and Community College Region 1-2 representative, Crystal Morse from College of the Redwoods. The committee members introduced themselves, and a Quorum was established with 16 voting members present. On the motion of member of Julie Pehkonen, the March 30, 2015 Meeting Minutes were approved. Deanna Hanson second the motion, and unanimously approved.
Membership and Administration	Ida Johnson, <i>Co-Chair</i> and Sally Cox, <i>Project Director</i>	<p>Prudence Ratliff, the current JSPAC Co-Chair representative for Community College, resigned from her position due to a career change. On the motion of Laurie Harrison, Jan Swinton was nominated to fill the co-chair position representing CC for the duration of the term ending June 30, 2016. Carmen Lamha second the motion, all members were in favor for the nominee. The Committee Directory was reviewed for accuracy by each member, and current vacancies were announced. The process to fill the vacancies pursuant to the By-Laws were discussed. All potential new members must complete an Application and send to the program coordinator and follow the approval process as stipulated in the JSPAC By-Laws. The business industry partners may attend JSPAC meetings as a guest and participate on industry panel discussions. The committee recommended inviting students and industry to participant in a panel discussion to discuss gaps, obstacles and/or disparities. Julie Pehkonen recommended to have a panel of representatives from industry and students (1 student from K-12, 1 student from community college and 1 from business) to discuss their needs to career readiness and success. The committee should work with the student union at the colleges and seek a representative. The partnership was tasked to hold a panel with students and business sector representatives.</p> <p>Current Vacancies – K-12-Adult Education – 3 vacancies from Region 3, 4, 6 or 8 Community College – 1 vacancy from Region 1-2</p>
State Updates	Carolyn Zachry <i>CDE Monitor</i>	Carolyn presented "Save the Date" information for the NAPE Summit scheduled April 12-14, 2016 in Alexandria, Virginia. Carolyn announced her newly appointed membership to the Executive Committee of NAPE. Summit

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	Maureen White, <i>CCCCO Monitor</i>	<p>scholarships will be available in November and recommends the JSPAC committee members to become members of NAPE.</p> <p>Senate Bill No. 172, Pupil Testing, High School Exit Examination, Suspension, is at the Governor's office. The current law commencing with 2003-2004 school year states each pupil completing grade 12 to successfully pass the high school exit exam as a condition of receiving a diploma of graduation or a condition of graduation for high school. Bill No. 172 would suspend the administration of the high school exit examination and would remove the high school exit exam as a condition of receiving a diploma of graduation or a condition of graduation from high school for each pupil completing grade 12, for the next three years (School years 15-16, 16-17 and 17-18). The bill would until July 31, 2018 require the governing board or body of a local educational agency, as defined, and the State Department of Education of behalf of state special schools, to grant a diploma of graduation from high school to any pupil who completed grade 12 in the 2003-04 school year or a subsequent school year and has met all applicable graduation requirements other than the passage of the high school exit examination.</p> <p>The CTE Incentive Grant appropriates \$400 million in 15-16; \$300 million in 16-17; and \$200 million in 17-18. The Application, Part 1, on-line letter of intent, should be out next week. The grant is designed for LEA to maintain CTE and expand into new pathways. The District must match funds and can be from any source but CCPT, and eventually weaned off the funding source and must be able to sustain. The recipient must make a three year plan for continued support of CTE program after the funding expires. Part 2 of the application has ten minimum requirements and budget.</p> <p>The Chancellor's Office relocated its offices to the 6th floor in the same office building. Maureen will disseminate information through her list serve and the JSPAC leadership team will disseminate pertinent grant information to the committee members. The Final Report was received and has been approved and the FY 15-16 Work Plan was received, reviewed and approved as well. The IDRC grants are coming out soon and an email will be sent out as well. The Board of Governors meeting is today and Maureen picked up the handouts from that meeting and gave to coordinator.</p>
Budget and Work Plan	Sally Cox, <i>Project Director</i>	<p>Sally Cox discussed the JSPAC FY14-15 expenditures and recommends to be cognizant of travel expenses. She recommended we budget in 16-17 for a new website, something more user friendly and easier to maintain. Sally presented the FY 15-16 approved budget. Recommendations were discussed to keep expenditures low, using other methods of evaluations other than Survey Monkey; marketing JSPAC via the Doing What Matters representative and disseminating information to their list serve; make travel arrangements 21 days in advance to receive the lowest prices, no early bird travel purchases. Maureen White will send the Perkins travel guidelines to coordinator to disseminate to committee members. The FY 15-16 Budget was approved on the motion of Jan Swinton. Freda Walker second the motion, and unanimously approved.</p> <p>The FY 15-16 Work Plan was reviewed and briefly discussed. The JSPAC must have a presence at all levels in the State. It is a requirement of Perkins to report the core indicators and JSPAC is available for professional development. It was recommended to have a presence on other grant's website like Doing What Matters to promote JSPAC and our resources. The FY 15-16 Work Plan was approved on the motion of Deanna Hanson. Dena Montiel second the motion, and unanimously approved.</p>

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Subcommittee Actions and Measures	<p><i>Elizabeth Wallner, Consultant</i></p> <p><i>Mimi Lufkin, CEO of NAPE</i></p> <p><i>Freda Walker, STEM</i></p> <p><i>Susi Huschle, Member</i></p>	<p>Elizabeth Wallner presented a brief overview of the conference, preconference workshops, Inspire Me roundtable sessions with DSN's, keynote speakers, movie selection, and marketing with a goal of 300 attending. Elizabeth discussed the workshops, webinars and recordings of webinars; send suggestions for the News You Can Use newsletter to her; the tool kit for the website will be uploaded when the website is redesigned next year. Elizabeth would like to create lesson plans for the E-Seminar series. Committee members agreed lesson plans would be beneficial for professional development. The Regional workshops will be structured in accordance with CDE standards for Career Ready.</p> <p>The committee members recommend JSPAC to strengthen their relationships with the DSN's, other business industries, Center for Excellence and discuss their needs and what is required for student readiness. As an ambassador of JSPAC, we should all invite ourselves to meetings to discuss the resources available for professional development and advocate for equity and student success for students from special populations and students enrolled in nontraditional careers.</p> <p>Mimi Lufkin called in and gave a brief update with Perkins Reauthorization moving up the priority list and expecting to hear information in Spring 2016. Mimi mentioned a Perkins coalition in D.C. advocating information sharing with AT&T and IBM with a focus on performance of all groups and performance measures. The NAPE Summit is scheduled for April 12, 2016 in Virginia.</p> <p>The committee is tasked with marketing and advocating JSPAC at their meetings; ask the regions to add a JSPAC link to their websites; and coordinator will send an "Ambassador Work" survey to committee members in the Fall and Spring. Susi suggesting more industry members on the committee or having another panel or breakfast with the DSN's to discuss strengthening our relationship and how we can better serve them.</p>
Announcements/ Informational Items	<i>Ida Johnson, Co-Chair</i>	<p>Announcements:</p> <ul style="list-style-type: none"> • Preconference: December 2, 2015 (Holiday Inn Capitol Plaza, Sacramento 1:00 p.m. – 4:00 p.m.) • Conference: December 3-4, 2015 (Holiday Inn Capitol Plaza, Sacramento 10:00 a.m. – 1:30 p.m.) • Committee Meeting: Friday, December 4, 2015 (Holiday Inn Capitol Plaza, Sacramento 2:00 pm-4:00 pm) • Committee meeting: Friday, April 1, 2016 (Holiday Inn Capitol Plaza, Sacramento 9:30 am-3:30 pm) <p>Travel reimbursement claims should be sent to Sue Fisher within thirty days of meeting. Original, itemized receipts are required.</p>
Adjourned 3:24 PM		Ida Johnson moved to adjourn, Freda Walker second, unanimous.