

Instructional Council Meeting January 9, 2020 11:30 a.m.-1:00 p.m.

Room 817 Attendees: Katie Bennett-CUHSD Teresa Marquez-ESUHSD Traci Bonde-LGUHSD Greg Barnes-MUSD Julie Beadall-SCUSD

At 11:35AM the meeting was called to order planning. The JPA Agreement calls for four meetings per year. There is a sanding agenda. The agenda you see before you follows the topics as written in the master agreement. The agenda was projected on the screen for viewing, paper copies were available

Agenda

13.3.1 Recommendations for programs offered:

- Update of X-ray Technician program
 - *SVCTE partnered with Foothill; what we learned is that it is not the educational programs that impacted as much as the hospitals that are needed for students to complete the required internship hours for X-Ray Technicians.*
- Update of Allied Health seat allotment(s)
 - *Our Allied Health Classes are impacted: Districts are purchasing their number of seats. Seat allotment is calculated by the total opportunity of enrollment from the overall percentage of district enrolled students.*
 - *Katie suggested adding CNA as a unit in the Medical Science Health Career course and/or as a summer course*
 - *SVCTE will continue to look at what course may be added in the future*

13.3.2 Recommendations for instructional program:

- Goals of Metropolitan Education
 - SWP & CTEIG requirements

- *JPA districts provided demographic data so that it could be added to the SWP and CTEIG applications. THANK YOU*
- o Requirements in Dual Enrollment/Articulation

- *The idea of sharing dual enrollment and articulation with home school counselors was brought up at a counselor meeting. These MOUs are held with SVCTE and therefore SVCTE saw this as an extra step.*
- *Julie Beadall brought up that the courses when completed are added to the CCR on the dashboard as indicators and is needed data*
- *Teresa Marquez agreed that the data should be shared with Instructional Council (IC) Members*
- *Agreement was made to share the chart of dual enrollment and articulations list*
- *SVCTE Counselor will send final dual enrolment student completers to the IC members by June 8, 2020 for the current school year*

- o Medical Science Health Career Job Shadow vs. Internship

- *Medical Science Health Careers, CCR Title 5 Internship results in a State Recognized Certification. Currently our 160 hour internship does not result in a state recognized certification, however, SVCTE is exploring the options of WEE and if necessary we will be adjusting our course descriptions and flyers.*

- o A thru G possibilities-Pharmacy for 20-21

- *Pharmacy Tech is scheduled to apply for a d-lab science*

- o Canvas Implementation for 20-21 & credit reporting

- *In the 20-21 school year there will be a 5 credit increase to morning program.*
- *this increase in credits will result from a blended learning model*
- *All districts are interested in using the morning course credits totaling 15 for each course*
- *concern was raised about the ration of chromebooks to students in the event that the students do not have a device to complete the course work on*
- *SVCTE will provide a chromebook with insurance to students who have not access to a device*
- *JPA members will identify which students those are upon enrollment*

13.3.3 Regularly transmitted recommendations to Superintendents

- o Accommodated Plans-Ratio will match JPA partner districts (30%)
 - *Some of SVCTE auto courses are over 30% enrolled with accommodated plans. SVCTE is interested in safety for all while providing a high quality CTE program. During the enrollment process SVCTE will do its best to match the recommendation of 30% enrollment of accommodated plans*
 - *Data as of October 2, 2019/January 6, 2020 course enrollment data for IEP/504s*
 - *This does not mean that JPA districts cannot enroll more than 30% of its students with accommodated plans.*
 - *MetroEd's focus is to work within our own system for program delivery and with students and districts to resolve any implementation issues*
- o Request for Underserved student data at enrollment
 - *The MOU could be revised to state that Districts share information; and SVCTE would also provide their final data back to districts for dashboard reporting.*
 - *Underserved student data is necessary for SWP and CTEIG grant writing*
 - *End of the School Year: share of data*
- o Attrition rates and Enrollment-Applications, enrollment, schedule changes
 - *There is a request to provide more detailed information about why students drop*
 - *The average attrition rate is 20%, districts are encourage to over enroll by 20%*
- *SVCTE is not interested in counting a few students over as an overage Data share MOU (CSV files)*
 - *Districts are willing to share csv file student data for uploading to the SVCTE SIS system (infinite Campus)*

13.3.4 Informational Materials and Publications

- Up to date SVCTE information on district websites
 - New Administrator & Case manager Learning Walk February 13, 2020 @

12PM 13.3.5 Professional Development opportunities

- *Greg Barnes from MUSD offered to facilitate a training for SVCTE teachers on accommodated plans*

13.3.6 Participating district planning for inclusion of SVCTE/SVAE Other Items:

- *Student ID cards-Districts agree a sticker for SVCTE on the home school student ID would work*
 - *Summer Courses- interest in medical terminology, all districts will honor credit earned at SVCTE for summer courses*