

The Mission of the South Orange County Regional Consortium
is to equip adult learners with the life, language, and career skills to achieve their personal and professional goals, and become active members of their communities.



SOCRC Planning Meeting

Dr. Karima Feldhus (**Sue Donelson*), Saddleback College, Co-Chair
 Debbie Vanschoelandt, Irvine Valley College
 Dr. Meg Ervais, Capistrano Unified School District
 David Gordon, Saddleback Valley Unified School District
 Chad Mabery, Laguna Beach Unified School District
 Dr. Rebecca Roberts, Irvine Unified School District, Co-Chair
 Christine Matos (**Will Neddersen*), Tustin Unified School District
 Pati Romo (**Anne Moore*), College and Career Advantage
 Alita Salazar, Coastline Regional Occupation Program
 Fatinah Judeh, Orange County Department of Education
**Denotes District-Approved Member Proxy*

Meeting Norms:

- Be Solution Oriented and take ownership of your role
- Be prepared, respectful, active and engaged participants and both mentally and physically present
- Consider all points of view and discuss concerns candidly with confidentiality
- Work to keep meetings positive, productive, and focused on the agenda

MINUTES-SOCRC Planning Meeting

December 14th, 2020, 1:00-2:30 p.m.

Zoom Meeting

<https://cccconfer.zoom.us/j/6574533741>

This event is a private reservation and is not endorsed or sponsored by the City of Irvine.

	ITEM	PRESENTER
1.	CALL TO ORDER & NORM REVIEW	Chairs
	Present: Susan Akhavan (IVC), Daisy Bautista (SC), Sue Donelson (SC), Meg Ervais (CUSD), Karima Feldhus (SC), Chantelle Gil (SC), David Gordon (SVUSD), Jill Ibbotson (SC), Fatinah Judeh (OCDE), Nancy Miller, Anne Moore (CCA), William Neddersen (TUSD), Rebecca Roberts (IUSD), Julie Scholl (IVC), and Becca Zaino (SC).	
2.	INTRODUCTIONS AND NEW GUESTS	All
3.	ADOPTION OF AGENDA BY PRIORITY	Chairs
4.	APPROVAL OF MINUTES	Chairs
5.	PUBLIC COMMENTS	Open
	Anyone may address the Committee on any item NOT on the Agenda within the subject matter and jurisdiction of the Committee. Each speaker is limited to two minutes.	
6.	REGULAR/ONGOING BUSINESS	
	A. NOVA Updates	Debbie
	• Thank you for certifying and submitting reports; we are in good standing	
	B. CASAS Updates and Information	Will/Sue/Jill
	• No Report	
	C. Workforce Updates	
	• No Report	

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	D. WIOA Update <ul style="list-style-type: none"> Special program created that provides technical assistance and professional development, like OTAN and CALPRO, to WIOA and non-WIOA schools 	Sue/Will/Jill/Karima
7.	NEW BUSINESS	
	A. Spring 2021 Professional Development <ul style="list-style-type: none"> Professional Development will take place on Friday, 3/12/21, from 1 to 4 p.m. 	Karima
	B. SOCRC Survey <ul style="list-style-type: none"> Draft survey questions shared, including questions about fiscal agent v. direct funding models; impact of funding models to agencies' short-term and long-term needs and costs; and instructional needs or support services that cannot be funded with agencies' allocations Next Steps <ul style="list-style-type: none"> Nancy will send draft survey today, 12/14/20, to all agencies, including members who did not attend today's meeting; feedback deadline is 1/6/21 Survey response timeline will be from 1/8/21 to 1/15/21; survey response deadline is on 1/15/21 Survey results will be shared prior to next meeting; they will be shared with the agenda 	Nancy
	C. Other Updates and Sharing <ol style="list-style-type: none"> Remote Testing <ul style="list-style-type: none"> TUSD continues with in-person small group testing; the stay-at-home order impacted testing since a few students did not want to come back for post-testing which TUSD respects student decisions SC continues with online testing SB 554 <ul style="list-style-type: none"> Students in the HSE Program can enroll in this dual enrollment program that starts in Spring 2021; provides free college classes for HSE students who are dually enrolled <ul style="list-style-type: none"> Goal: Help students get into certificate programs, better jobs, etc. Counselors assist students with completing dual enrollment forms Program Student Support Specialist, Chantelle, will support HSE students to link them to Counselors Sue will work with David and Meg to link students who drop out of their programs to HSE and the dual enrollment programs DACA <ul style="list-style-type: none"> Application reopened for new applicants on 12/7/20 Among the eligibility requirements are that applicants have a High School Diploma or either completed or are currently enrolled in a High School Equivalency program 	All Will/Jill/Sue Sue
8.	MEMBER FUNDING NOTIFICATION <i>Per the State's direction, major expenses or unusual expenditures should be presented to other consortium members for the purpose of transparency, and so that members can ask questions or raise concerns. The committee does not vote on expenses, but may ask a member to pause on a project in order to ensure full compliance with the spirit and letter of AEBG regulations.</i>	Members
9.	MEMBER REPORTS: Members will report on the activities in relation to the annual and three-year plans and budget and expenditures to date.	Steering Committee Members
	CUSD <ul style="list-style-type: none"> School has been open five days per week SC is sharing its rooms with the CUSD Special Education Program 	
	SVUSD <ul style="list-style-type: none"> Have classes twice a week and classrooms are clean 	
	LBUSD	

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	<ul style="list-style-type: none"> • No Report
	<p>IUSD</p> <ul style="list-style-type: none"> • Drive-up testing is going well except for when the internet went out for two days due to the fires • Students park in Wi-Fi parking lot and take CASAS test with sanitized Chromebooks provided by IUSD • Publicizing classes on school site to outreach to parents
	<p>TUSD</p> <ul style="list-style-type: none"> • Celebrating 17 graduates on 10/17/20 in a walk-up graduation where students will wear caps and gowns; 15 are High School Diploma graduates and 2 are HSE graduates • Will offer small, in-person classes • Got Burlington English for students • Developing 8-week courses, like Business Conversation, Customer Service, etc. • Will start working with teachers in Spring to enrich teachers and student experience
	<p>Irvine Valley College</p> <ul style="list-style-type: none"> • Hiring full-time position faculty for credit/non-credit classes • IVC hired Ethnic Studies faculty for the first time • Added three new sections that are half full • New Skills Class was approved through the curriculum process for Business Communications • Enrollments are lower than normal due to COVID-19 • Collaborating more with Computer Information; they are attending ESL Meetings
	<p>Saddleback College</p> <ul style="list-style-type: none"> • SC is proud of their partnership with CUSD and SVUSD • OASIS Village Project architect was approved for two independent living skills labs that mimic apartments with kitchen, bedroom, washer/dryer, table, and computer; this will meet needs of OASIS students and curriculum • Karima will provide project timeline budget and estimate details in the next meetings • Village renovations (new restroom that is more accessible/tennis court) and stadium are complete • Spring classes distribution and HSE "Drive-thru" Graduation on 12/18/20 from 9 a.m. to 5 p.m.
	<p>College and College Advantage</p> <ul style="list-style-type: none"> • Medical Assistant class is full; Thank you to schools that promoted class • Dental Assistant class is open • Hybrid model is working great for students and teachers
	<p>Coastline ROP</p> <ul style="list-style-type: none"> • No Report
	<p>Orange County Department of Education</p> <ul style="list-style-type: none"> • Classes are back in hybrid mode, depending on the area and site • OCDE provides COVID-19 testing every other week, like a walk-in clinic, and has safety protocols
10.	<p>SCHEDULED MEETINGS, TRAININGS, DEADLINES</p> <p>All monthly SOCRC meetings are held on Mondays from 1 p.m.-2:30 p.m. at the Quail Hill Community Center. The last meeting for 2020 is scheduled for December 14th.</p>

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	2021 Meeting Dates:		
	January 25*	May 24	Sept 27
	February 22	June 28	October 25*
	March 22	July 26	Nov 29
	April 26*	August 23*	Dec 13
*Denotes Quarterly Consortium meeting To register for state webinars, visit http://aebg.cccco.edu/Events/AEBG-Webinars			
11.	ADJOURNMENT		

Timeline

September 2020

- **Sep 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2019 to June 30, 2020 expenses by program area due (estimates only) in NOVA
- **Sep 1:** July 1, 2019 to June 30, 2020 hours and expenses by program area due (estimates only) in NOVA.
- **Sep 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sep 30:** 20/21 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

October 2020

- **Oct 30:** 20/21 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- **Oct 31:** Student data due in TOPSPro (Q1)

December 2020

- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 1:** 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1)
- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 31:** 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

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January 2021

- **Jan 31:** Student Data due in TOPSPro (Q2)

February 2021

- **Feb 28:** Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- **Mar 1:** 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- **Mar 1:** Close out of 18/19 Member Funds due in NOVA
- **Mar 31:** 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- **Mar 31:** Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3

April 2021

- **Apr 30:** Student Data due in TOPSPro (Q3)

May 2021

- **May 2:** CFADS for 2021-22 due in NOVA

June 2021

- **Jun 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4

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