

Steering Committee Meetings

Purpose: SBCEA is a consortium of 4 community colleges and 5 adult schools that works with regional partners to align educational opportunities for adult learners in order to promote upward social and economic mobility in the South Bay region. SBCEA Steering Committee members represent individual districts and as a region plan, develop, recommend and implement educational programs for adults aligned with AB104 legislation.

Guiding Principles

- Focus on the needs of adult education students first
- Embrace collaboration and partnership to have a positive collective impact on our region
- Work with transparency and inclusion with all stakeholders
- Seek other community partnerships and connections to leverage resources and achieve better outcomes
- Explore expansion and innovation in adult education services in the region
- Commit to ideas, decisions and practices that anticipate the future needs for adult learners in our region

Meeting Norms

- Meetings start on time
- Members come prepared
- Decision making is by consensus
- Presume good intentions
- Focus on issues, not people
- Impact on students most important
- One person speak at a time
- All members are given opportunity to be heard

Public Comment

Members of the public are encouraged to attend Steering Committee meetings and to address the Committee concerning any item on the agenda or within the Steering Committee's jurisdiction. Members of the public will be given opportunity to address the Committee in-person during *agenda item 4) Public Comments*, or in writing by emailing ilse.pollet@sbcae.org prior to the start time of the Steering Committee meeting. Public comments received in writing will be shared with Steering Committee members during the Public Comment item on the agenda. In-person public comment is limited to 3 minutes.

Meeting Information

Meeting calendar, agenda, minutes and supporting documents are posted on <https://sbcae.org/governance/steering-committee/>

Dates, times, and locations may change. Agendas will be posted 72 hours in advance of Steering Committee meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting of the SBCEA Steering Committee, please contact ilse.pollet@sbcae.org. Notification 72 hours prior to the meeting will enable the Consortium to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

Roster:

SBCEA District	Member	Alternate	SBCEA District	Member	Alternate
Campbell Adult & Community Education	Usha Narayanan	Leslie Johnson-Tatsuta	East Side Adult Education	Traci Williams AE Co-Chair	Shawn Tran
Milpitas Adult Education	Priti Johari	Giuliana Brahim	Santa Clara Adult Education	Carrie Casto	Christine Berdiansky
Silicon Valley Adult Education	Kiran Grewal		Mission College	Jackie Escajeda	vacant
San José Evergreen CCD	Kishan Vujjani CC Co-Chair		West Valley College	Eric Grabel	vacant
Evergreen Valley College/San Jose CC	Maniphone Dickerson	Robbie Kunkel			
Consultation Council (non-voting members)			SBCEA Staff		
Margarita Ortiz-Minett, Campbell Adult and Community Education			Ilse Pollet, Director	Rick Abare, Data Analyst	Brenda Flores, Data & Accountability Specialist


Phil Crawford, San Jose City College			Katie Hass, Community Partnership Specialist	Shreyas Mandyam, Web/Tech Specialist	Willard Williams, AWD Specialist
			Michelle Gonzales, Administrative Assistant		

Steering Committee Meeting Agenda · January 20, 2023 · 12:30 PM - 3:00 PM

Pursuant to AB361, the meeting will be held via teleconference: <https://esuhsd.zoom.us>

AGENDA – January 20, 2023

12:30	1) Call to Order - Traci called the meeting to order at 12:36 PM	Co-Chair	ACTION
12:32	2) Approval of January 20, 2023 Meeting Agenda - To approve the January 20, 2023 meeting agenda as presented M/S/C Brahim/Casto unanimous	All	ACTION
12:35	3) Approval of November 18, 2022 Steering Committee Meeting Minutes - To approve the November 18, 2022 Steering Committee Meeting minutes as presented M/S/C Casto/Brahim unanimous	All	ACTION
12:37	4) Approval of December 9, 2022 Steering Committee Meeting Minutes - To approve the December 9, 2022 Steering Committee Meeting minutes as presented M/S/C Vujjeni/Brahim unanimous	All	ACTION
12:40	5) Public Comments - none	All	INFORMATION
12:45	6) Consultation Council Report - Margarita looked over the LAO report and stated that there are good points and not so good points. One of the positives, if it does happen, is getting the same per student funding that the colleges do. She stated that their work is just as valuable and should be funded at the same rates. It should help with the teacher shortage in AE because we should be able to pay higher, more sustainable wages to our teachers if that happens down the road. Addressing the issue with switching to the ADA model, would want to make sure that some of the extra money went to the smaller schools that might get hurt by the new ADA model as much and possibly offer	Margarita, Phil	INFORMATION

	<p>another class so student numbers go up. For example, the consultation secretary at SJCC went from full time to part time freeing up funding for the smaller schools.</p> <p>Phil was not present</p> <p>No other feedback was given</p>										
12:55	<p>7) Member Effectiveness Committee Report</p> <p><i>Update from the member effectiveness committee.</i></p> <p>Member Effectiveness Committee</p> <p>January 20, 2023</p>  <p>Committee Members Traci Williams Kishan Vujjani Giuliana Brahim Robbie Kunkel Ilse Pollet Phil Crawford Margarita Ortiz</p> <p>Timeline to Complete Process</p> <table><tr><td>October</td><td>14 - Present history of allocation to the Steering Committee. Include history of (non) inclusion of jail population at MAE</td></tr><tr><td>November</td><td>Include Rick in team, determine effectiveness criteria a. Performance Data (exclude pandemic years) b. Student enrollment/recruitment/retention/outcomes/transition information - as defined by CAEP (3YP metrics) or deemed relevant to the consortium c. Budget/expense reports d. Leveraging funds</td></tr><tr><td>December</td><td>Present possible effectiveness criteria to SC</td></tr><tr><td>March/April</td><td>Final process & procedures to be included in governance documents</td></tr></table> <p>Updates</p> <ul style="list-style-type: none">Criteria development has pausedLegislative Analyst Office proposed redesignAdult Ed Council provides feedback and recommendations	October	14 - Present history of allocation to the Steering Committee. Include history of (non) inclusion of jail population at MAE	November	Include Rick in team, determine effectiveness criteria a. Performance Data (exclude pandemic years) b. Student enrollment/recruitment/retention/outcomes/transition information - as defined by CAEP (3YP metrics) or deemed relevant to the consortium c. Budget/expense reports d. Leveraging funds	December	Present possible effectiveness criteria to SC	March/April	Final process & procedures to be included in governance documents	Traci	INFORMATION
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March/April	Final process & procedures to be included in governance documents										

Redesigning the State's Adult Education Funding Model

Drawback of Existing Funding Model	Recommended Funding Model at Full Implementation
Adult school funding is not linked to student attendance, and adult schools have widely different per-student funding rates without justification.	→ Adult schools are funded based on student attendance, with a uniform base per-student rate that is the same as the CCC noncredit funding rate.
No CAEP or CCC noncredit funding is linked to provider performance (though federal adult education funds and CCC credit funds are linked to performance).	→ Adult schools and community colleges earn a portion of their CAEP and noncredit funding, respectively, based on their student outcomes.
Adult schools charge fees, even though most adult students are low income and community colleges serving a similar population of students either do not charge such fees or waive them.	→ Adult schools do not charge fees. (The new, uniform base funding rate would cover all expected program costs.)
No CAEP funding is allocated directly to consortia for regional coordination and successful student transitions to collegiate courses.	→ Consortia receive a minimum fixed CAEP amount, plus an amount based on size. Consortia also earn CAEP funds based on their student outcomes (specifically, how well they transition adult education students from precollegiate to collegiate courses).
Adult school funding is not adjusted annually for changes in student demand (though CCC credit and noncredit funding is adjusted accordingly). Neither adult school nor CCC noncredit funding is adjusted based on performance.	→ Adult school funding is adjusted annually for changes in student demand. Both adult school and CCC noncredit funding are adjusted annually for changes in student outcomes.

CAEP = California Adult Education Program.

Next Steps

- Committee will continue to focus on budget allocations and prepare for CFAD
- SC Members [report performance against budget](#) during February meeting.

Traci presented on the Member Effectiveness report. She stated that the Consultation Council consists of both Margarita and Phil and they rotate attendance at the meetings. The committee has been meeting since September 2022 with the last report formally presented in October 2022.

Traci yielded the "LAO Proposed New Adult Education Funding Model" with the summary of recommendations to Guiliana as she attended the last ACSA Adult ED council meeting.

During the last ACSA regional state meeting, they discussed documents from the LOA office.

Margarita put her hand to second what Eric said regarding the discussion of funding the way that K-12 schools and attendance.

Moni asked to go through each policy to review. Work on ones that might be beneficial.

Christine asked Guilana for clarification. CTE should be counted as completion.

Margarita commented on funding.

David Grant commented on transition to CC. Lowest transition is to CC

Rick commented that he has the same concern as David, college level instruction would have to be consistent with CAEPs current definition of

	<p>transition to post-secondary, which includes all of the non-credit CTE programs at baseline</p> <p>Questions: Traci asked for clarification of the date of the first meeting to brainstorm and the second would be an allocation DATE: Monday Jan 23rd at 1pm</p> <p>Chats:</p> <p><i>Usha Narayanan - What about addressing student barriers? That is something that we focus on in the current model. Resources and referral support services</i></p> <p><i>Rick Abare - I have the same concern as David, "College Level Instruction" would have to be consistent with CAEPs current definition of "transition to post-secondary", which includes all of the non-credit CTE programs at baseline. Happy to support with projections!</i></p> <p><i>David Grant - From CTE:</i> Designated Subjects Adult Education Teaching Credentials (CL-697B)</p> <p><i>Giuliana Brahim - In the event you have not received it: CAEAA Legislation Update in regards to LAO report CAEAA-Legislative Update Jan. 2023.pdf</i></p> <p><i>Eric Grabiell - I love this program and having it embedded within our consortium!! Great news and update Robbie and Christine. And I love you are starting it out within Noncredit!</i></p>		
1:10	<p>8) Credential Program Update</p> <p><i>Update on the development of an adult education credential program within the South Bay Consortium for Adult Education.</i></p> <p>Christine presented the report from the Santa Clara Unified School District and Evergreen Valley CC on the Commission on Teacher Credentialing - Designating Teacher Credential - Adult Education. This agency qualifies teachers to work in Adult Education schools in California. There is a great need for Adult Ed teachers which would benefit locally trained teachers, easing the accessibility of classes, total cost below \$250, and recruiting diverse candidates that are reflective of the community.</p> <p>Robbie added that she has been working with a consultant with curriculum which would be non credit. Students can decide to take in fashion if they want to. Evergreen Courses: offered in person, online</p> <p>Kelle asked if you need to have a certificate</p> <p>Carrie feels it is not needed to apply. There are specific requirements. Several requirements for ESL instructor. Depends on prior coursework. Basic skills requirement (CBEST test)</p> <p>Ilse stated all qualifications are on the.</p>	Christine, Robbie	INFORMATION

David asked if priority will be for consortium members? Can be offered face to face or online.

Christine asked for resumes to submit to the program. Would be a good part time job.

Commission on Teacher Credentialing - Designated Teaching Credential - Adult Education

Santa Clara Unified School District & Evergreen Community College

SBCAE Steering Committee
January 20, 2023

Goal

Establish an Adult Education Credentialing
Program at Santa Clara Unified School District
in collaboration with Evergreen College

Team Members

- Carrie Casto, Principal, Santa Clara Unified School District (SCUSD) - Adult Education
- Christine Berdiansky, Program Administrator, SCUSD - Adult Education
- Robbie Kunkel, Division Dean, Library, Learning Resource Center, Dual Enrollment, Adult Education & Distance Education, Evergreen Valley College
- Bob Loux, Consultant, Professional Services Division, Commission on Teacher Credentialing (CTC), Retired
- Karen Rock, Director of Induction Program, SCUSD
- Brad Stam, Chief Academic and Innovation Officer, SCUSD

Background/Need

- Great need for adult education teachers in California.
- Lack of adult education credentialing agencies in the Bay Area. Currently only 5 institutions offer the program, CSU San Bernardino, LACOE, San Diego COE, Sonoma COE, Ventura COE.
- High cost of credentialing programs. Current programs range from \$2500 to \$3000.
- Historical precedence at Santa Clara Unified School District

Benefits

- Locally trained teachers
- Easing the accessibility of classes
- Total cost below \$250
- Recruit diverse candidates that are reflective of the local community
- Adult Education leadership can provide input into class design and curriculum

CTC Proposal Process

- Intent to submit
- Prepare proposal:
 - Initial Program Preconditions - Demonstration of Need, Collaboration in Program Design and Implementation
 - Program Preconditions/Assurances - District commitment to program quality, effectiveness and evaluation
 - Common Standards - institutional support, recruitment, field work, and continuous improvement.
 - Curriculum for all courses
- Submit proposal to CTC

Coursework

- [Early Orientation](#) - CTE Teach
- [Instructional Technology](#) - CTE Teach
- [Health for Teachers](#) - Santa Clara University
- Evergreen Valley Community College
 - Foundations of Adult Education - history, legal aspects of adult education, funding sources, impact on local communities, and adult learning theory.
 - Adult Education Curriculum and Development - curriculum planning, classroom technology, instructional practices, and assessing student learning.
 - Responsibilities of the Adult Education Teacher - professional responsibilities of the adult education teacher and how to use the school and community resources that are available

[Early Orientation](#) - CTE Teach
[Instructional Technology](#) - CTE Teach
[Health for Teachers](#) - Santa Clara University

	<div>Evergreen Courses</div> <div><ul style="list-style-type: none">Offered in-person, online - synchronous, and online - asynchronousNon-credit courses to start with development of credit courses later</div> <div><div></div><div>Timeline</div><div><div>2/1/23</div><div>Initial Proposal Submission</div></div><div><div>2/1/24</div><div>CDE Approval (can take up to a year)</div></div><div><div>2/1/24 - 8/15/24</div><div>Hiring staff, Outreach, MOU's</div></div><div><div>8/15/24</div><div>Program Start Date</div></div></div> <div><div>Ask</div><div><ul style="list-style-type: none">Serve as Evergreen Valley College faculty for the 3 adult education coursesCommit to referring applicants to the programComplete interagency MOU AgreementsProvide field supervision and mentorshipParticipate in evaluation and improvement process as needed</div></div>		
1:25	<div>9) Frequency of Consultation Council Meetings -</div> <div>The council requested approval for additional meetings from the Steering Committee members</div> <div>Meetings would go from 4 times per year to 10 times per year. The recommendation is they would meet once a month for one hour each (it would mirror the Steering Committee meetings)</div> <div>Kishan thinks that Adult ED might need release time or extra duty</div> <div>Vote:</div> <div>M/S/C : Dickerson/Vujjeni</div> <div>CACE - Narayanan: yes</div> <div>Milpitas AE - Brahim: yes</div>	Consultation Council	DISCUSSION/ACTION

	<p>SVAE - absent</p> <p>SJCC - Vujjeni: yes</p> <p>EV/SJCC -Dickerson/ Kunkel: yes</p> <p>East Side AE - Williams: yes</p> <p>Santa Clara AE - Casto: yes</p> <p>Mission CC - Escajeda: yes</p> <p>WVCC - Grabiell: yes</p>		
1:35	<p>10) SBCE Outreach Materials -</p> <p>One of the goals in the 3 year and annual plan is to update and improve outreach and consortium wide materials. Working on relaunching the Open Door website by the end of this program year and have a proposal to work with a marketing firm to develop consortium wide print materials and for 3 brochures specific to the ESL, HS, and CTE programs. Have been in conversation with the same marketing agency that works with Santa Clara and produces their print materials. CACE has offered to cover that cost of \$15k for the design and printing of the materials.</p> <p>Kishan asked for clarification. Usha stated that last year there was consortium funds left over to cover the costs. Traci stated that it will not cost anyone else any additional funds. Moni asked that the materials be printed in multiple languages.</p> <p>Vote:</p> <p>M/S/C : Casto/Grabiell</p> <p>CACE - Narayanan: yes</p> <p>Milpitas AE - Brahim: yes</p> <p>SVAE - absent</p> <p>SJCC - Vujjeni: yes</p> <p>EV/SJCC -Dickerson/ Kunkel: yes</p> <p>East Side AE - Williams: yes</p> <p>Santa Clara AE - Casto: yes</p> <p>Mission CC - Escajeda: yes</p> <p>WVCC - Grabiell: yes</p> <p>Move forward with the marketing materials</p>	Ilse	ACTION
1:40	<p>11) PD Day - complications with vendor Hayes Mansion. They have a very strict cancellation policy. No contract finalized. Keynote speakers are not the right fit for the PD day.</p> <p>Ilse explained the alternative proposals. She suggested postponing the event until later in the year (May) and finding another vendor. Ilse also suggested repurposing the <u>CAEP - Using Data to Create Equitable Pathways for Adult Learners</u> at SJCC which would be a full day training on March 24th from 9am-2pm. Carrie commented that one of the selling points was that it would be for the entire region and would be an</p>	Chairs, Ilse	DISCUSSION/ACTION

	<p>opportunity to connect with other staff in the region. Conflicts with room and if everyone will fit. Moni would have to find a larger space so it might not be possible for March 24th at the college. Vote to postpone the event to May from Moni, second by Eric G. Usha and Ana pointed out that May is a hard time to get everyone to get together.</p> <p>Traci stated that we are not ready for the March 3rd date. She suggested a PD in August as a back to school</p> <p>Moni amended her motion to schedule in August. Vote to move PD to fall 2023.</p> <p>Vote:</p> <p>CACE - : yes</p> <p>Milpitas AE - Brahim: yes</p> <p>SVAE - absent</p> <p>SJCC - Vujjeni: yes</p> <p>EV/SJCC -Dickerson/ Kunkel: yes</p> <p>East Side AE - Williams: yes</p> <p>Santa Clara AE - Casto: yes</p> <p>Mission CC - Escajeda: yes</p> <p>WVCC - Grabiell: yes</p>		
1:55	<p>12) Faculty Work Groups</p> <p><i>Feedback and recommendations.</i></p> <p>Ilse asked for ideas and considerations to think about with the current structure and bring upon new ideas to improve the FWG meetings. This is an open conversation to improve the current structure and the effectiveness of the groups. This is not an action item but looking for feedback and observations.</p> <p>Currently there are four FWG's organized by program area which are ABE/ASE, AWD, ESL and CTE. Each group has two representatives per member agency and it is the member agency that selects the members with the roster finalized in July/August. Each of the work groups has two co-chairs serving a two to three year term on average. FWG has been meeting quarterly on Fridays. Pro - great networking opportunity for people who have similar roles. It's also great to share consortium wide updates. Con - low participation and turnover of members. Current recruitment process can be problematic for colleges in August. It's hard to get things done with only 4 meetings per year.</p> <p>Ilse's proposal for restructuring would be maintaining the groups in its current structure with feedback from the 4 groups for information sharing opportunities. Create teams to work on projects. Cross program areas for projects. Health pathways that look at CTE, or dual enrollment teams? Determine goal to recruit work groups.</p> <p>Feedback:</p>	Ilse	DISCUSSION

	<p>Moni agreed with Ilse's observations with the work groups. She feels that restructuring would create more optimal outcomes. Usha agreed with the proposal from the chat.</p> <p>Traci likes project based FWG.</p> <p>Lars comment via chat: "I think project based groups could allow us to pull more staff into the SBCEA events"</p>		
2:15	<p>13) Pathways Project Update -</p> <p>Rick and Ilse need input on what would be good pathways. Asked for comments to be entered in chat.</p> <p>Traci - Courses aligned in a specific field of study</p> <p>Robbie - Pathway - like a funnel - many beginnings toward an outcome</p> <p>Usha - Structured programs aligned for a career field</p> <p>Kelle - nursing/occupational therapy/physical therapy/other health careers</p> <p>Lars - High assurance of job placement at the end of the program</p> <p>Eric - Clear and cohesive set of classes and support that lead to an explicit outcome</p> <p>Christine - Child Development program is a combination with Mission CC. Taking the two courses allow the student to apply for preliminary permits through the CA teacher commission. It created the pipeline to Mission CC.</p> <p>Lars - SVAE has two early childhood education classes starting in February. Students will get support from WVCC. They are working on getting the transition specialist from WVCC on their campus.</p> <p>Healthcare has been discussed as a pathway. Ilse presented an inventory of all health courses. Kelle asked that the courses are competitive to apply. There are many prerequisites required for healthcare courses such as biology. In-home support is an area of interest.</p> <p>Rick - He asks for information and might reach out to the people who commented on early childhood to see if they could provide some data for the study session as he doesn't really have access to. The discussion might also include how to set up the organization as a data driven to better identify the bottlenecks.</p>	Ilse	INFORMATION, DISCUSSION

2:40	<p>14) Member Updates & Announcements</p> <p>a. CAEP Due Dates:</p> <ul style="list-style-type: none"> Jan 31: Student Data due in TOPSPro (Q2) Jan 31: Employment and Earnings Follow-up Survey <p>b. Professional Development Day: March 3, 2023 - Postponed to fall 2023</p> <p>c. Resource Fair: March 9, 2023</p> <p>Katie and Sonya are working hard getting the Resource Fair prepared. Sonya stated that they will be printing out flyers and will be distributed by the end of this month.</p> <p>d. Member Updates -</p> <p>Guiliana shared her appreciation with Rick and Brenda for attending a meeting at Milpitas this last week in which they engaged in important conversations with capturing data.</p>	All	INFORMATION
2:50	15) Agenda Development - None	All	INFORMATION
3:00	16) Adjournment - Traci adjourned the meeting at 3:10pm	All	ACTION

2022 – 2023 Calendar

2022

Aug. 19	Steering Committee Meeting 12:30 – 3:30	Oct. 31	Employment and Earnings Follow-up Survey
Sept. 1	20/21 and 21/22 Member Expense Report due in NOVA (Q4)	Nov. 1	Transition Specialist Meeting (PD) 2:30 – 4:30
Sept. 1	July 1, 2021 to June 30, 2022 expenses by program area due (estimates only) in NOVA	Nov. 4	Faculty Work Group Meetings 1:00 – 4:00
Sept. 9	Faculty Work Group Meetings 1:00 – 4:00	Nov. 15	Transition Specialist Meeting 2:30 – 4:30
Sept. 14	Annual Plan for 2022-23 due in NOVA	Nov. 18	Consultation Council Meeting 10:00 – 11:00
Sept. 16	Consultation Council Meeting 10:00 – 11:00	Nov. 18	Steering Committee Meeting 11:00-12:30
Sept. 16	Steering Committee Meeting 11:00 – 12:30	Nov. 18	Data Study Session 1:00- 3:00
Sept. 16	Data Study Session 1:00 – 3:00	Nov. 30	22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA
Sept. 20	Transition Specialist Meeting (2:30 - 4:30pm)		July 1, 2021 to June 30, 2022
Sept. 30	20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q4)	Dec. 1	Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
Sept. 30	End of Q1	Dec. 1	20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
Oct. 4	Transition Specialist Meeting (PD) 2:30 -4:30	Dec. 9	Steering Committee Meeting 12:30 – 3:30
Oct. 14	Steering Committee Meeting 12:30 – 3:30	Dec. 13	Transition Specialist Meeting 2:30 - 4:30
Oct. 18	Transition Specialist Meeting 2:30 - 4:30	Dec. 31	20/21, 21/22 & 22/23 Member Expense Report certified by Consortia in NOVA (Q1)
Oct. 30	22/23 Member Program Year Budget and Work Plan due in NOVA	Dec. 31	End of Q2
Oct. 31	Student data due in TOPSPro (Q1)		

2023

Jan. 17	Transition Specialist Meeting 2:30 – 4:30	April 28	Steering Committee Meeting 12:30 – 3:30
Jan. 20	Steering Committee Meeting 12:30 – 3:30	May 5	Faculty Work Group Meetings 1:00-4:00
Feb. 3	Faculty Work Group Meetings 1:00-4:00	May 16	Transition Specialist Meeting 2:30 – 4:30
Feb. 10	Consultation Council Meeting 10-11	May 19	Consultation Council Meeting 10:00-11:00
Feb. 10	Steering Committee Meeting 11 – 12:30	May 19	Steering Committee Meeting 11 – 12:30
Feb. 10	Data Study Session 1:00- 3:00	May 19	Data Study Session 1-3
Feb. 14	Transition Specialist Meeting 2:30 – 4:30	June 9	Steering Committee Meeting 12:30 – 3:30
March 3	Professional Development Day 9 – 3		
March 7	Transition Specialist Meeting (PD) 2:30 – 4:30		
March 10	Steering Committee Meeting 12:30 – 3:30		
March 21	Transition Specialist Meeting 2:30 – 4:30		
April 7	Steering Committee Meeting 12:30 – 3:30		
April 18	Transition Specialist Meeting 2:30 – 4:30		

