

ASLT Meeting	August 24, 2016
Interim Director	Rudy Kastelic
Recorder	Rosanna Palomino
Present	Mary Alvarado, Hank Austin, Wes Braddock, Michelle Dullea, Sara Garcia-Salgado, Alicia Hernandez, Rudy Kastelic, Teresa Matos, Kevin McClelland, Virginia Mendoza, Mary Murphy-Claggett, Kevin Patrick, Rosanna Palomino, and Sheryl Sanchez.
Absent	Alicia Hernandez- (Sick) Teresa Matos (Non-duty day)
Michelle Dullea - TOSA	
Topic	ABE/ASE
Discussion	<ul style="list-style-type: none"> • ABE total course numbers are 1674 Alicia will set up sub-umbrellas for program areas. • Teachers should identify completers on the Tops pro exit forms.
ESL Mary Murphy-Claggett-TOSA	
Topic	ESL/CITIZENSHIP/CBET/EL CIVICS/DL
Discussion	<ul style="list-style-type: none"> • There was a discussion on the encrypted flash drives but no clear outcome. • CASAS update: The offsite classes are beginning to CASAS test. Principals were notified which teachers have not responded. • COWs for ESL: Principals were provided with instructions for the COWs (computer on wheels). They were purchased for ESL classes because they are the group that has the least access to technology. Mary asked for assistance from the principals in keeping the procedures and protocols in place at their sites. • Professional Development: September 8th at 8:00 am – 9:30 am. @ CVA. The evening classes will dismiss at 7:00 pm and the PD will be held from 7:30pm to 9:00 pm. All teachers who are on duty are expected to attend or they are considered absent.
Mary Alvarado - TOSA	
Topic	Cisco/Computer Cart
Discussion	<ul style="list-style-type: none"> • Cisco students at NCA cannot get online. Juan Garcia is not able to access the links. • CTE will purchase a computer cart for the computer classes. • Star Tech Program 2 at each site.
Sara for Teresa Matos - TOSA	
Topic	Special Populations
Discussion	<ul style="list-style-type: none"> • Michelle Sturm-Gonzalez will present on AWD (adults with disabilities) at the first FAC.
Topic	Professional Development
Discussion	<ul style="list-style-type: none"> • Professional Development @ CVA September 8, 2016 8:00am to 10:00am & 7:30pm to 9:00pm. • Pathway to Equity Conference November 30, 2016 through December 2, 2016. • Pathway to Equity Workshop February 9, 2017 L Street 8am to 5pm.
Sara Garcia-Salgado- TOSA	
Topic	AEBG
Discussion	<ul style="list-style-type: none"> • The logo for the South Bay Adult Consortium/Southwestern was approved by the AEBG Adult Committee. • Adult Education will implement SST's (student support team). • Professional Development Day- September 16, 2016 at MOA Room 12.
Virginia Mendoza- TOSA	
Topic	WIOA
Discussion	<ul style="list-style-type: none"> • No budget for WIOA as of today. • Canvas for High School Subjects: To purchase licenses/books, although Canvas has not yet been set up. • Star Tech-Training mentor training.
Hank Austin - Counselor	Counseling Department
Discussion	<ul style="list-style-type: none"> • Per Michelle Sturm-Gonzalez SST's (student support team) will be implemented at all four school sites. • Policy for graduation requirements for Foster Youth (AB167) is under review.
Alicia Hernandez- Project-Specialist	NO REPORT

Wes Braddock - Principal	CVA
Discussion	<ul style="list-style-type: none"> • All but two classes are packed at the school site. • IC3 officially switched to Computer Fundamentals. • Reverse Open House scheduled for November 17, 2016 6:00pm to 9:00pm.
Kevin McClelland- Principal	MOA
Topic	Facilities Issues
Discussion	<ul style="list-style-type: none"> • Enrollment last week was very low • MOA will work on creating a face book account. • Facilities Issues with work orders.
Kevin Patrick - Principal	NCA
Topic	Work Orders
Discussion	<ul style="list-style-type: none"> • Kevin is working with Armando Murillo on Maintenance issues at the site. • Parenting class is full.
Sheryl Sanchez- Principal	Community Open House
Topic	<ul style="list-style-type: none"> • Winter Wonderland Extravaganza- December 7th 2016 10am to 7pm.
Discussion	<ul style="list-style-type: none"> • Morning enrollment is up • Afternoon classes enrollment is low
Rudy Kastelic-Interim Director	Division of Adult Education
Topic	Update
Discussion	<ul style="list-style-type: none"> • 2016-2017 year end actuals due from Finance early September. • Rudy Kastelic and Kevin Patrick will work one on one with the class schedule/brochure. • Adult Schools will be closed the first week of Fall Break. • Mr. Kastelic provided an update with regard to the Adult Education Committee Meeting.
NEXT MEETING	WEDNESDAY, SEPTEMBER 14, 2016 CVA ROOM 101 1:30pm - 3:30pm