

ASLT Meeting		Wednesday, October 12, 2016
Interim Director, Rudy Kastelic Recorder, Rosanna Palomino		
Present	Hank Austin, Wes Braddock, Michelle Dullea, Sara Garcia-Salgado, Alicia Hernandez, Rudy Kastelic, Kevin McClelland, Virginia Mendoza, Mary Murphy-Clagett, Kevin Patrick, Rosanna Palomino.	
Absent	Mary Alvarado & Teresa Matos.	
Michelle Dullea - TOSA	ABE/ASE	
Topic		
Discussion	<ul style="list-style-type: none"> <li>Michelle contacted IT regarding Canvas per IT it is possible to control Canvas and input our own students into Canvas. The division (Mr. Kastelic, Michelle, and Alicia) will meet with the director of IT to grant our request and keep the ball rolling. Michelle mentioned Alicia should attend the meeting as she will help import the students into Infinite Campus. Waiting to hear back from the director David Delacalzada. Someone should follow-up with Mr. Delacalzada to keep the ball rolling.</li> </ul>	
	<ul style="list-style-type: none"> <li>Michelle is the OTAN advisor and will be in Sacramento for the OTAN Conference October 13.</li> </ul>	
	<ul style="list-style-type: none"> <li>October 13<sup>th</sup> is round 2 of PLC's and Virginia will be Michelle's back-up. Teachers have asked if Principals should be at the PLC meetings. TOSA's are running the PLC's and Principals will be at PLC's at the beginning of the PLC meetings to show support. Teachers want to make sure the Principals are working with and supporting the TOSA's with the PLC's planning process.</li> </ul>	
	<ul style="list-style-type: none"> <li>Michelle presented the 2015-2016 gains report (benchmarks) come up with a testing plan/teachers.</li> </ul>	
	<ul style="list-style-type: none"> <li>Teachers want to make sure the Principals are working to support the plan with the TOSA's.</li> </ul>	
ESL Mary Murphy-Clagett-TOSA	ESL/CITIZENSHIP/CBET/EL CIVICS/DL	
Topic		
Discussion	<ul style="list-style-type: none"> <li>Reported with Michelle on benchmarks.</li> </ul>	
Mary Alvarado - TOSA	CTE	
Topic		

Discussion	<ul style="list-style-type: none"> <li>· Mr. Kastelic and Mary A. meet with Dr. Glover and Amy Hunt regarding Professional Development for classified staff there is a need to train staff on Microsoft Outlook and how to use Microsoft Applications, Key boarding, First aid, CPR etc. Amy came up with a list of classes to offer classified staff and Adult Education with be offering the classes most likely in the afternoons.</li> </ul>
	<ul style="list-style-type: none"> <li>· Best time to help out will be in the afternoon and or evenings.</li> </ul>
	<ul style="list-style-type: none"> <li>· Mary Alvarado will be taking the lead on this with Amy Hunt / Dr. Glover.</li> </ul>
	Wavier fees was brought up for district employees.
<b>Sara Garcia-Salgado- TOSA Topic</b>	<b>AEBG</b>
Discussion	<ul style="list-style-type: none"> <li>· SWC College Tour 50 students attended it went smooth students received backpacks and an application to apply for classes. Students also received certificates.</li> </ul>
	<ul style="list-style-type: none"> <li>· Work Groups projects and activity will include curriculum writing and vocational, maintenance class and ESL class.</li> </ul>
	<ul style="list-style-type: none"> <li>· HIST on Google, you have to be on your Sweetwater net account.</li> </ul>
<b>Virginia Mendoza- TOSA Topic</b>	<b>WIOA</b>
Discussion	Technology wish list teachers have to go to the principal first and then principals will contact Virginia for equipment request.
	<ul style="list-style-type: none"> <li>· Technology Distance Learning plan will be due on Jan. 31 we will meet together and talk about the technology and the plan for this year.</li> </ul>
	<ul style="list-style-type: none"> <li>· Star Tech will take place on October 21 at MOA from 8-12pm.</li> </ul>
	<ul style="list-style-type: none"> <li>· WIOA budget is out 1.4 Million.</li> </ul>
<b>Hank Austin - Counselor Topic</b>	<b>Counseling Department</b>
Discussion	<ul style="list-style-type: none"> <li>· Infinite Campus came up</li> </ul>
	<ul style="list-style-type: none"> <li>· Alicia states there is no way we will be ready for Infinite Campus next semester and have reports ready, the AEBG has money to continue with ASAP for two more years.</li> </ul>

	<ul style="list-style-type: none"> <li>· Sheryl states that Infinite Campus is supposed to support Adult Ed. Wes says right now the 7-12 is the priority.</li> </ul>
	<ul style="list-style-type: none"> <li>· Per Virginia Canvas is waiting for Infinite Campus because ASAP is not capable with Canvas.</li> </ul>
	<ul style="list-style-type: none"> <li>· Mr. Kastelic states there is an urgency to eventually move to Infinite Campus as the 7-12 and Adult Ed work together.</li> </ul>
	<ul style="list-style-type: none"> <li>· Alicia and Mr. Kastelic will meet with IT again.</li> </ul>
<b>Alicia Hernandez</b> Topic	<b>Project -Specialist</b>
Discussion	<ul style="list-style-type: none"> <li>· Alicia emailed the following reports to the director, principals, and TOSA's.</li> </ul>
	<ul style="list-style-type: none"> <li>· ABA, Enrollment, DL, and IS.</li> </ul>
	<ul style="list-style-type: none"> <li>· Alicia states she will contact IT to remain on ASAP.</li> </ul>
<b>Kevin McClelland</b> Topic	<b>MOA Principal</b>
Discussion	<ul style="list-style-type: none"> <li>· Shake outs at all adult schools at the break.</li> </ul>
	<ul style="list-style-type: none"> <li>· Four students with special needs in the last 4 weeks Andrea's working with Michelle Sturm-Gonzalez.</li> </ul>
	<ul style="list-style-type: none"> <li>· Culinary classroom is done.</li> </ul>
	<ul style="list-style-type: none"> <li>· Thanksgiving Potluck and doing gifts baskets for families.</li> </ul>
<b>Kevin Patrick</b> Topic	<b>NCA Principal</b>
Discussion	<ul style="list-style-type: none"> <li>· An organization called the school today and wants to give our students 200 turkey dinners and have a resource fair November 21 or 24 Kevin will attend the fair.</li> </ul>
	<ul style="list-style-type: none"> <li>· Kevin is still working with the Midway and the citizenship class.</li> </ul>
<b>Sheryl Sanchez</b> Topic	<b>SYA Principal</b>
Discussion	<ul style="list-style-type: none"> <li>· Focusing on the December 7 Community Open House Winter Wonderland Event. 10-7pm</li> </ul>
	<ul style="list-style-type: none"> <li>· Meet with YMCA they have a grant to mentor student in the areas of AB and HSE level students and get a mentor to reach their goals. Sheryl will get the information about the YMCA to the other sites.</li> </ul>
<b>Rudy Kastelic</b>	<b>Interim Director, Division of Adult Education</b>

Topic	
Discussion	<ul style="list-style-type: none"> <li>· Highlights of the budget. Keep in mind this changes on a daily basis by levels of spending.</li> </ul>
	<ul style="list-style-type: none"> <li>· \$170,000 unfunded obligation in the budget for Adult Ed does not include the indirect cost.</li> </ul>
	<ul style="list-style-type: none"> <li>· We have a Cal-Works allocation in the amount of \$ 260,000 its down about 16,000 from last year.</li> </ul>
	<ul style="list-style-type: none"> <li>· The general fund covered 4.5% pay raise. General fund did not cover step in class and benefits and STRS.</li> </ul>
	<ul style="list-style-type: none"> <li>· \$260,000 transfers in the parenting classes covered by the general fund.</li> </ul>
	<ul style="list-style-type: none"> <li>· Antonio and Rudy are estimating \$160,000 carry over by implementation.</li> </ul>
	<ul style="list-style-type: none"> <li>· Another carry over was discovered UT fundraiser a few years ago in the amount of \$12,000. Rudy is</li> </ul>
	<p>Proposing that we use the fundraiser monies in the amount of \$12,000 for the brochure.</p>
	<ul style="list-style-type: none"> <li>· We still have the classified vacancy at CVA and MOA.</li> </ul>
<p><b>NEXT MEETING</b> <span style="float: right;"><b>WEDNESDAY, NOVEMBER 09, 2016, 1:30pm – 3:30pm</b> <b>CVA ROOM 101</b></span></p>	