

Superintendents' Council Meeting
Oak Room D
September 13, 2011

Minutes

Present: Louann Carlomagno-SVUSD, Joe Carnation-GUSD, Tammy Gabel-WUSD, Jeff Harding-HUSD, Ellen Lewis-PCS, Sharon Liddell-SRCS, Nancy Miller-SRCS, Bruce Mims-CRPUSD, Keller McDonald-WSCUHSD, Jennie Snyder – POUSH, Patricia Biagi, Dan Blake, Nancy Brownell, Steven Herrington, Stephen Jackson, Judith Martin and Susan Wood- SCOE

Called to Order: Stephen Jackson called this meeting to order at 10:12 a.m.

The meeting began with a discussion on 21st Century Skills based on the book Teaching and Assessing 21st Century Skills by Marzano and Heflebower. The notes from this discussion are attached as a separate document.

Leadership Network: Judith Martin, Leadership Coordinator, distributed the 2011/12 Leadership Institute Speaker Series – Leading the Learning for 21st Century Skills. The first of three speakers will be Friday, September 23rd here at SCOE.

CTE Professional Development Series: Dan Blake announced on September 27th, William Symonds, the lead author of the Harvard Graduate School of Education report Pathways to Prosperity will discuss the economic need for preparing students for career and college in the 21st Century at the Wells Fargo Center for the Arts from 4:00 to 6:00 pm. There is no charge for this presentation, but we are asking attendees to register at www.scoe.org/training.

CTE Programs: Stephen asked each district representative to share one exciting thing about what is going on with Career Technical Education in their district and one thing that they would like to work on:

- Cotati-Rohnert Park – Multi - Media courses and Applied Medical courses are emerging.
- Santa Rosa City Schools –Data was analyzed and compiled after reviewing transcripts, test scores, matriculation patterns, and post-secondary plans for every graduating senior in 2011. What came out of this process was what was working and what wasn't in a pathway, look over curriculum, making sure teachers were keeping their skills up to date, etc. With this data, one program was closed and three new pathways were added, curriculum was changed in two other programs. There was an increase of approximately 500 students in CTE courses due to these changes.
The most exciting CTE news was the adding of the GSI Program this year.
- West Sonoma County – A partnership with a local entrepreneur that bought a teaching section and is hosting a class called Project Maker. Dale Dougherty, of the Maker Movement and is the person behind the Maker Fair's, is the host of this class which has 29 students enrolled. The students are using and learning hands-on skills such as plumbing and

electronics to create real world solutions to problems or challenges that are either brought by the teacher or the students.

Efforts are also underway working with the agricultural community to improve the daily instruction of our agriculture programs.

- Petaluma City Schools: CTE has always been a separate discussion from the K-12 curriculum and alignment. This year those separate meetings were dissolved and CTE is now embedded in the K-12 curriculum. Exciting to have all the teachers in one room and having discussions about Common Core Standards and what that looks like. Patricia Biagi will attend these meetings to help shape that.
- Sonoma Valley Unified: Three major issues going on at the high school with ConnectEd. Looking at coming up with three to four new pathways, working with ConnectEd regarding college and career connection. There is a lot of community support. Recently there was a community event to support the FFA and the agriculture program at Sonoma Valley High that raised \$30,000. The ConnectEd initiative is not just a high school initiative, but a community initiative. If there are no internships or work study programs, this will not work. This is a ton of work, but great. Both middle schools are involved in the Step Up classes offered through the SCOE Middle School grant.
- Healdsburg Unified – A second section of Culinary Arts and Construction was added for the 2011/12 school year. All the students are getting internships or COOP opportunities.
A six period day is a real frustration.
- Dr. Steven Herrington – SCOE – SCOE is sponsoring the Career and College Fair at Windsor High School tonight (September 13th). There will be a mix of college and industry vendor booths. SCOE is also sponsoring all the buses to transport AVID students to this event.
- Windsor Unified – Thrilled to be a part of an amazing high school and district as a new superintendent and a parent of a Windsor High student. This is a well planned and well designed site.
- Geyserville Unified – GUDF is a very small district and in a holding pattern right now. Geyserville is currently involved in a study that may cultivate in contracting with Healdsburg Unified to serve their high school students. Waiting to see what the out come of this will be. Not a hostile take over.
There is also a concern about the lack of teacher connection to students. Do you see teachers at lunch with students talking to them? Are we missing this simple aspect of kids learning?
- Career Development/Workforce Preparation – We are working with Career Technical teachers in two areas, one which is the Leadership Network. Many of the teachers are now focusing on student learning as opposed to I taught you these skills and you should know it. There are four questions to be answered:
 - What do we want students to know?
 - How do we know when they know it?
 - What do we do when students don't know it?
 - What do we do when students already know it?

The practice of teaching need to be deprivatized.

The second area is the connection to Core Academics such as Geometry in Construction; integrating Biotechnology and Science courses, etc. Currently Patricia Biagi and Stephen Jackson are working with Doreen Heath-Lance on a UCCI Conference that connects math and CTE teachers collaborating on teaching. After the course, teachers will go back to their sites, teach the lesson and report back on how it worked.

Some of our challenges include:

- Finding high quality teachers who want to engage students effectively.
 - Connection to industry and work-based learning.
- Piner-Olivet Unified – The charter school has one Health Education course. There was a grant from the BUCK Institute and teachers are working on cross curricular areas, project based learning, etc.

Pathway and Economic Development Data: A graph was included in the packet showing 2008 – 2018 Economic Outlooks by Pathway, Student Assessment and Industry Sector. An area we want to continue to work on is becoming responsive to what is happening at the industry level. The goal is to move programs such as agricultural and industrial technology, to more modern types of approaches. Kuder can generate a quarterly report that could be a useful tool to districts. This graph shows county-wide information, but information can be sorted by site upon request. Patricia clarified the data provided from Kuder and the percentage of programs at the high schools is county data, but the forecasted growth for industry is based on BLS, and is national data. However, the data was drilled down to the California, Sonoma County and local level and the trends are comparable. Ben Stone from the Economic Development Board reviewed this data and the percentages and the trends are comparable with the exception of Construction and IT, as Sonoma County was hit harder than at the national level. This information can be used in discussing pathway development with districts.

Administrators, counselors, and teachers can all be trained on Kuder to access data needed for each school site and district based on what their needs are. At the next Counselor Network meeting, counselors will be trained on Kuder.

Jeff Harding would like to know the gap in numbers of students between how are we educating students and what the potential growth in that field is. There is a possibility we are over educating in some areas and under educating in others.

District Board Presentations: Stephen requested an invitation to present at each districts Board Meeting. Sharing information regarding what the Career Development/Workforce Development department is doing as a whole and, upon request, sharing what each Superintendent wants regarding specific areas that we support. Please connect and invite Stephen.

SCOE CTE Section Allocation

Average Enrollment Expectations: A timeline was included in the packet outlining the process to be used with partner districts to allocate sections in their high school programs. The goal is to finish the section allocation process prior to March 1st, to comply with notices going out before the March 15th deadline. Stephen will connect with each Superintendent regarding the 2012/13 school year as well as planning out for the next couple of years.

Dr. Herrington noted when a district gets a second letter regarding a low enrolled section, said letter serves as notification that the low enrolled section noted will not be funded by CDWP the following year. The question becomes how to make the decision as to where that funding goes so to have the most impact on students? In the past, enrollment averages were taken across industry sectors as sometimes advance classes have lower enrollments. Stephen has noticed that district funded CTE courses have more enrollment than SCOE funded CTE sections. This occurs across all the districts. The request was made to have all CTE sections averages be more comparable. SCOE funded CTE sections need to average 22.

Enrollment counts will continue to be collected electronically. The current ROP Attendance Technician took a full time job in our Business department and we are in the process of hiring her replacement. The plan is to have the new person collect even more data. Collect enrollment for the SCOE funded CTE courses and in addition, gather enrollment data on all CTE courses. This enables us to look at where CTE enrollment is going across the county.

Announcements:

Ready by 21, Credentialed by 26: Dan Blake advised that Sonoma County was one of four counties nation wide selected by The Forum for Youth Investment to participate in a network called Ready by 21, Credentialed by 26 Challenge. There is a small, pass through grant attached to this as well. The purpose of working with this organization is to collect data and information about the supports, programs and the organizations in place helping students through the “cradle to career” continuum. The main emphasis is not only on the rate of students attending college, but includes any type of post-secondary completion, looking at the entire spectrum. Two things came to light:

- 1) Sonoma County has a lot of things happening. There is a strong focus on work geared towards youth and young adults.
- 2) There is a disconnect in the parallel tracks that many of these programs are working in.

Last Thursday (October 8), there was a Career Development System Steering Committing meeting that brought together members from the Career Development Steering Committee, but also key leaders from organizations such as Upstream Investments, Sonoma Health Action, Sonoma County Partnership with Children, Aiming High and Building Economic Success Together. The outcome, of this very productive meeting, was the need to find true alignment and collaboration which might mean, in some cases, collapsing different committees into one. A smaller group of key people agreed to come together over the next couple of months to look at what that could look like. Updates will be provided as they become available.

Ellen Lewis was concerned about focusing on the process with no clear picture of what will this look like when it is done. Benchmarks and measuring along the way would prevent people from losing hope. Providing concrete sequential data is vital to keep this going.

Sharon Liddell stated there needs to be an understanding among the community and educators regarding what the expectations are for a 12th grader graduating from high school. Community members talk about hiring junior college and university graduates for the workforce, but when they talk to educators, they want high school students

educated for the work force, but offer no jobs. Business needs to understand what a high school graduate can do.

Dan Blake talked about the point William Symonds made that business and industry can't tell education that they need to do a better job preparing kids, and offer nothing for those kids when they do graduate. We need to be true partners.

Grants:

Community Collaborative Grant – Patricia Biagi informed the committee that this is the third round of this grant along with Napa Valley College, Santa Rosa Junior College, College of Marin and the Napa County Office of Education. Funding for this year is \$40,000, which is twice the funding from years past. The focus for this funding is on sustainable practices in agriculture and hospitality. The first year the grant amount was \$20,000 and last year, \$7,000.00 with a focus on “greening” the construction curriculum. Instructional materials were purchased from the National Center for Instruction, Education and Research. Students can achieve industry recognized certifications modularly as the teacher completes the unit. The plan this year is to send out an application for instructional staff to fill out and submit on how to spend this funding. What part do you (the superintendents) want to play in this decision making process? Site administrators are copied on all correspondence, but if there is another point person you would like to involve, please notify Patricia.

Digital Media Grant – This is the final year for this grant. The funding for the first year was \$20,000 and this year \$11,000. The majority of the funding was used for training, certifying teachers, purchasing up to date software, and instructional materials.

Middle School Program Update: Dan Blake updated the committee on the middle school program. Over the past five years, the middle school program has been funded from SB 70 Community Collaborative Grant. In addition to those funds, we received a CTE Middle School Grant in the amount of \$145,000. We have partnered with all of the existing schools and districts we currently have been working with and there is an RFA out to add interested new schools. September 30th is the deadline to add new middle school sites. The two biggest changes with this grant funding are:

- 1) A larger percentage of the funds need to be used for hands on career technical education. In order to meet these criteria, we have expanded the Step Up Class offerings for the 2011/12 school year. Last year, 16 to 17 Step Up Classes were held. In the past years, these classes have been offered in the spring and summer. Currently, we will offer more classes throughout the entire school year. These classes can also be used as a marketing tool for high school classes that have low enrollments. The teachers are paid a stipend to run these classes and course materials are purchased.
- 2) A new requirement of this grant is that all 8th graders at participating schools (90%) need to create a long term, six or more years, academic plan. Dan will work very closely with all schools. Kuder accounts will be customized for each site. This is a big change for the schools and Dan will work closely with all participating sites to ensure a smooth process.

Middle School Symposium: The fifth annual Middle School Symposium will be held Friday, December 2nd, at SCOE.

Post-Secondary Articulation: Patricia Biagi included a handout in the packet with updated data on articulation. The last two years have seen the most activity, due to the hard work of Eve Nighswonger from SRJC, who coordinates the post-secondary faculty with the high school faculty and reviews all the documents that need to be exchanged. Spring of 2010 there were only two articulation agreements, automotive and web design with 59 students that successfully passed the test and earned college credit.

In the spring and summer of 2011 there was an increase of industry sectors to eight with 158 students taking the credit by exam successfully. The total 251 units earned of are understated due to the credits for Biotechnology not showing until those students enroll at Solano Community College.

The savings to students is in excess of \$12,000. The tests are proctored by a high school instructor, at a high school setting, therefore eliminating fees.

Next year the articulation process will begin for Medical Terminology, Microsoft Office, Agriculture Leadership, Keyboarding and possibly the Introduction to Plant Science.

A – G: This is the first year that SCOE has worked with the high school CTE teachers in getting a course outline developed in A-G format and submitting it. Five have been submitted and approved so far. One more course will be submitted this week on behalf of Analy High School for Digital Video. Patricia works very closely with instructors and there is a lot of dialogue before the outline is submitted. It is important that what is written down on paper and submitted to UC is actually what is happening in the classroom. Once SCOE gets the A-G approval for a course, each site can log on and indicate they are modeling or requesting a course which was previously approved by the Sonoma County ROP. A two page document will need to be completed and that course will be added to your list of approvals.

Common Core Standards: There is a lot of talk regarding College and Career Ready, but no real definition. What does that mean exactly? We will keep the Council posted as a definition emerges. ConnectEd, CAROP and Link Learning are all engaged in this work.

Patricia has been partnering with our colleagues in the Educational Support Services Department here at SCOE. A workshop was modeled after Santa Rosa City Schools successful Geometry in Construction. SCOE had 27 participants and the scope was expanded to any core content partnering with a CTE teacher. There were several exciting outcomes, one being teachers having conversations with each other who had been on the same campus for years but might not have interacted. Now, not only are they talking, but they are sharing books and ideas.

Patricia and Stephen are now working with the Math Project participating in the UCCI Institute. This is a three day workshop, with six CTE teams from six high schools in Sonoma County participating. Each CTE teacher will partner with a math instructor from their high school. They will create lessons, go back and practice those lessons, video tape them and reconvene in February 2012.

There will also be a follow up to the workshop that we did last year for one day and invite those individuals back. There was a lot of enthusiasm and momentum and we want that to continue.

Nancy Brownell added all the teacher collaborations are a great opportunity in preparation for when the timeline occurs. The issue of expository, non-fiction reading and writing is going to be a huge leap for English teachers. Anticipating and building on what we are already doing with early reading and writing is key. Nancy will keep connected with Patricia on what is happening in other core content areas.

Electronic Enrollment and Attendance: We will be collecting enrollment electronically from each district and the systems are all in place. An email will go out regarding this to make sure we have connected to the right person at each site.

Leadership Network: The CDWP department is participating in this series. The goal is to have teachers modeling these practices at their sites and, creating teacher leaders.

Professional Development Series: The Career Development/Workforce Preparation Services Department is presenting a CTE Professional Development Series. The first of four sessions this year will be on September 27th with William Symonds, the lead author of the Harvard Graduate School of Education report Pathways to Prosperity and he will discuss the economic need for preparing students for careers and college in the 21st Century. This event will be held at the Wells Fargo Center for the Arts from 4:00 to 6:00 pm.

The next session will be on social networking and speakers are being sought to discuss this topic.

All CTE teachers were surveyed asking what they would be interested in, but we have only heard back from about 30% so far. The number one interest is College and Career Readiness, work-based learning and the use of technology in the classroom.

Dan Blake noted one thing that came out of the Steering Committee work, was to streamline the process and make more opportunities available. The IT Department at SCOE was able to work on software for a new web site called Volunteer Match. This is an opportunity to recruit industry and businesses to sign up on this web site and choose from a variety of ways they can participate. Teachers can make requests directly to these businesses.

Nancy Miller invited the committee to GIS Day at Piner High School on November 16th from 10:00 am to 7:00 pm.

College Promise has shifted to SCOE and are working with CTE and AVID.

Meeting Dates for 2011/12

A Doodle survey will be sent out with late November and early December dates.

Please email Stephen with any changes or additions to minutes. They will be posted to the web site this week.

The meeting was adjourned at 12:00 p.m.

