

**EDUCATION TO CAREER NETWORK OF NORTH SAN DIEGO COUNTY
LEADERSHIP COUNCIL MEETING
November 8, 2024
Ramona Adult School
8:30AM - 12:30PM**

Agenda Item	Person Responsible	Summary
Welcome 1. Review and approval of the 11-8-24 Agenda	Adame	Attendees: Adame (Escondido), Garramone (Poway), Marovich (Ramona), Maschke (Palomar), O’Shea-West (Vista), Porter (Poway), Escamilla (ETCN), Hayes (ETCN), Magallon (ETCN), Mah (ETCN), Rhoads (ETCN) and Smith (ETCN) 1. Motion: To approve the agenda sequence. Moved by Marovich, duly seconded by O’Shea-West and approved by all.
Communications 1. Review and approval 10-11-24 ETCN Leadership Council Meeting Minutes 2. Adult Ed Communications 3. EAS rebrand/possible name change 4. Data Management Coordinator Interview Questions a. Updated Data Management Coordinator Job Description 5. 2024-25 ETCN Calendar	LC	Communications 1. Motion: To approve the 10-11-24 ETCN Leadership Council Meeting Minutes . Moved by Marovich, duly seconded by Porter and approved by all. 2. Adult Ed Communications a. New CalPro website (note self-directed online courses and new clinics/institutes) i. Inform teachers of the training courses offered. b. National quality program indicators for IET 3. Pro’s for maintaining the EAS name: part of a statewide network, not just a school program. Con for changing the EAS name: if the change is to academy it doesn’t show who you are serving. Add a tagline to EAS stating what is offered. 4. Interviews are scheduled for 11-12-24. Interview panel consists of 6 people, interviewing 6 candidates. Updates to interview questions: remove #8, merge #3 and #4. a. Job title has been changed to ETCN Data Management Coordinator. The consortium name was updated to ETCN. Under Education required 5 years of accounting has been changed to 5 years of data analysis. 5. Strategic Planning Meetings with Frank Scarpaci from ViaNova will take place March 7, 2025 at Palomar College and March 14, 2025 at Vista Adult School in lieu of the Annual Retreat in June.
Fiscal Agent Report 1. Planned vs. Actuals		Fiscal Agent Report 1. Planned vs. Actuals Expenses: Sage, Connect Hub, Consensus, Fiscal Agent and

<p>2. FY 24-25 CAEP & WIOA</p>		<p>Administrative Assistant. Indirect cost was 3.97% (\$2537.01). Action Item: Kathleen and Sharon will meet with career advisors to discuss renewing the monday.com contract. (Renewal March 2025)</p> <p>2. Upcoming due dates were reviewed. Ana will send email reminders to the LC.</p>
<p>Operational and Discussion Items</p> <ol style="list-style-type: none"> 1. 2025-28 Three Year Plan 2. Path to Palomar Update 3. SB554 Update/Review 4. Diploma Requirements <p>Operations Team Updates</p> <ol style="list-style-type: none"> 1. Curriculum, Planning & Marketing 2. Data & Accountability 3. Disability Coordinator 4. Partnership Coordinator 5. Technology Integration <p>Member District Roundtable</p> <ol style="list-style-type: none"> 1. Escondido 2. Palomar 3. Poway 4. Ramona 5. San Marcos 6. Vista <p>Regional and Professional Updates</p> <ol style="list-style-type: none"> 1. Strong Workforce 2. Super Region 3. ACSA Adult Ed Council 4. CCAE 5. ACCE/CCCAOE 	<p>All Maschke Maschke All Hayes Rhoads Magallon Mah Rhoads Adame Maschke Porter Marovich Phillips O'Shea-West Maschke Garramone Barajas Porter Maschke</p>	<p>Operational and Discussion Items</p> <ol style="list-style-type: none"> 1. 2025-28 Three Year Plan <ol style="list-style-type: none"> a. Approve Contract for Frank Scarpaci/ViaNova <ol style="list-style-type: none"> i. Motion: To approve the ETCN Strategic Planning Facilitation Service Agreement as presented. Moved by Porter, duly seconded by O'Shea-West and approved by all. Contract will go to the Vista Board for approval on December 17, 2025 for \$17,000. (Includes mileage and travel costs) <ol style="list-style-type: none"> 1. The Annual Retreat will be replaced with 2 Strategic Planning Meetings: March 7, 2025 and March 14, 2025. 2. 2025-26 Annual Plan will be taken from the three year plan. Approval at the August meeting. (Date TBD) 2. Path to Palomar Recap <ol style="list-style-type: none"> a. The event was fabulous. The attendee and student panel group size was good. b. Survey completed at the conclusion of the event, with a thank you email sent to participants. Four additional students have contacted Larry. c. Plan to coordinate dates and times with the AE schools to visit their sites. d. Second event is scheduled for March 4, 2025 in the afternoon. 3. SB554 Update/Review (Team will meet once a month) <ol style="list-style-type: none"> a. SB554 Flier Template Please send James any photos you would like to add. <ol style="list-style-type: none"> i. Name change: Palomar Priority Program ii. Change College Classes to College Credits iii. Blank space for site logo and contact information iv. Goal to provide QR code for audio to explain the program v. Change photo to a medical class 4. Diploma Requirements (Please let James know if any corrections need to be made) <ol style="list-style-type: none"> a. Look to calibrate the requirements across the consortium. b. Ramona would like to lower requirement c. EAS was able to lower the diploma requirements from 190 to 175. EAS Graduation Plan 175 2024-25 <ol style="list-style-type: none"> i. EAS demographic average age of 28 ii. Students able to move on sooner d. PAS Grad requirements Same requirements as the HS (except PE) <p>Operations Team Updates</p>

		<ol style="list-style-type: none"> 1. Working on SB554 flier and HS graduation requirement spreadsheet. Annual report will be a flipbook. 2. CASAS training is complete. Access to all TOPSPro accounts. Met VAS new data tech. Interviewing for ETCN Data Management Coordinator on 11-12-24. 3. Safe Passage Domestic Violence Workshop per teacher request. Reviewed HR students portfolios at VAS. Attended PAS Cultural Fair. Working on student accommodations. 4. Visit to One Safe Place. EAS Resource Fair Panel. Port of San Diego tour. VAS/PAS Accounting course verification moved to Step 2 for final approval. UCSD promoting wireless tech course online training. Paid internship with Motorola. 10 students attend for free. 5. VAS CTE culinary program. PAS new courses. Digital Literacy modules moving forward. Building courses for winter session. <p>Member District Roundtable</p> <ol style="list-style-type: none"> 1. Member District Roundtable Google Form Responses 11-8-24 <p>Regional and Professional Updates</p> <ol style="list-style-type: none"> 1. No updates at this time. 2. The AE/Sweetwater refugee situation was discussed. The World Relief director would like small organizations to become accredited. 3. ACSA Adult Ed Council 4. Reminder: South Coast/Southern Section will take place November 21-23, 2024. 5. No updates at this time.
<p>Wrap up & Next Steps</p> <ol style="list-style-type: none"> 1. Action Items 2. Agenda items for upcoming meeting 12-13-24 	<p>Adame & Smith</p>	<p>Wrap up & Next Steps</p> <ol style="list-style-type: none"> 1. Action Items <ol style="list-style-type: none"> a. Robin: CalPro website standing agenda item b. Robin: update calendar and invites c. Kathleen: convene meeting with Sharon and career advisors to discuss moving forward with monday.com d. LC: Send updated logos to James for SB554 flyer <ol style="list-style-type: none"> i. send pictures to James for flyer e. James: Update photo on flyer (medical) 2. Agenda Items for the next ETCN LC Meeting December 6, 2024 <ol style="list-style-type: none"> a. Three Year Plan 2025-28 <ol style="list-style-type: none"> i. Frank Scarpaci 10:00-11:00 b. Business and Community Forum Update c. March 2025 Negotiate ASAP Contract
<p>Adjournment</p>	<p>11:50AM</p>	<p>Motion: To adjourn at 11:49AM. Moved by Porter, duly seconded by Marovich and approved by all.</p>

