

Our Vision: All adult learners will have access to and participate in education and resources leading to meaningful employment or higher education.

AEBG Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
November 16, 2017 ♦ 1:00pm-3:00pm

Agenda

Agenda Item		Purpose	Person(s) Responsible	Time Frame
I.	Introduction	A. Welcome & Introductions	Board	5 min.
II.	Public Comments	A. Community Comments	Community	5 min.
III.	Minutes	A. Review & Approval of Minutes for September 21, 2017	Board	5 min.
IV.	Program / Committee Updates	A. College and Career Pathways B. Uniquely Aabled Academy C. ESL in the Community	Jesse / Tina Judy / MAP Naomi / Alfred	20 min.
V.	AEBG Updates	A. Train the Trainer: Emotional Intelligence B. GlendaleLEARNs Showcase: JSPAC C. CWA / SWP / AEBG Meeting D. Update on 3-Year Plan E. GlendaleLEARNs in DC F. GlendaleLEARNs in Sacramento G. GlendaleLEARNs & DreamWORKS	Alfred Alfred/Judy MAP MAP Alfred/MAP MAP Judy/MAP	15 min.
VI.	Announcements & Next Steps	A. Unscheduled Business 1) Announcements & Discussion 2) Next meeting date: December 14, 2017	All	10 min
VII.	Committees	B. Committee Meetings	All	30 min
VIII.	Adjourn	Adjourn: 3:00 pm		

**GlendaleLEARNNS
Glendale Community College District
Regional Consortium**

AEBG Implementation Meeting

Garfield Campus

September 21, 2017 ♦ 1:00pm-3:00pm

Members: Rene Valdes, Alfred Ramirez, Judith Velasco

Partners Present: Tina Andersen-Wahlberg, Lauren Castillo, Jesse Holm, Naomi Sato, Rick Saunders, Joylene Wagner

GlendaleLEARNNS Staff MaryAnn Pranke

Minutes

Agenda Item		Purpose
I.	Introduction	A. Welcome & Introductions 1) Alfred welcomed the group and opened the meeting.
II.	Public Comments	A. Community Comments 1) No community comments entered
III.	Minutes	A. Review & Approval of Minutes for August 24, 2017 1) Minutes unanimously approved as presented.
IV.	College 2 Career	A. Evaluating Results of Program 1) The reports submitted by Jesse Holm and Ellen Oppenberg were reviewed. a. Jesse highlighted strengths of the program including: i. The initial interviews provided Jesse with information about the students' abilities to anticipate needs, accommodations, and instructional adjustments. ii. Course curriculum was successful in teaching the critical success skills for attending college or preparing for a career. iii. Assigned a research project and developed a career map. b. Opportunities for improvement: i. Some students experienced significant challenges in keeping up with instruction and assignments. However, assessing their skills at entry, compared to skills at the end of the course, Jesse could identify growth and achievement. ii. Jesse recommends a semester course so there is more time to allow the students to process and absorb the information. iii. Need more strategic outreach and marketing of program. Perhaps a prep course before UAA.

		<p>2) The group commended Jesse and Ellen for a successful course and their dedication to the students.</p> <p>a. MaryAnn reported that the seven students were all enrolled in work experience with GYA and are all earning a paycheck.</p>
V.	AEBG Updates	<p>A. CWA Panel Presentation: Alfred and Judy were invited to participate on a panel at the California Workforce Association Conference in Monterey, CA. They presented along with other consortia sharing their partnership with workforce boards. It was clear that GlendaleLEARNNS partnership is much more advanced than others and were a role model for others to work towards.</p> <p>B. CWA Uniquely Abled Workshop: Alfred and Judy joined other partners: Nancy Osipo-Peera (DOR), Jan Swinton (main campus), and Jay Phillips (Haas Factory Outlet), to present the Uniquely Abled Academy. The team was successful in presenting the innovative program as well as the integrated partnership.</p> <p>C. Accountability Training: Several trainings have occurred which both Alfred and MaryAnn have attended. New tracking systems will be implemented in the near future.</p> <p>D. Train the Trainer: Alfred announced that Melina Sardar would be coming back to teach a train the trainer course in Emotional Intelligence. Partners requested this training and Alfred will coordinate dates with Melina's schedule. MaryAnn will disseminate information to the group.</p>
VI.	Committee Reports	A. Committee Reports: Tabled to next meeting
VII.	Announcements & Next Steps	<p>A. Unscheduled Business</p> <p>1) Announcements and Discussions</p> <p>a) Jonathan announced that International Rescue Committee (IRC) is partnering with Glendale Library to offer citizenship classes to the community.</p> <p>b) Guillermo announced that Día de los Muertos event was scheduled for November 5, 2017. The Library is now providing computer classes in Armenian and Spanish.</p>
VIII.	Adjourn	Next Meeting Date: November 16, 2017 at VJC

AEBG Implementation Committees

Committee: ESL & Contextual Curricula (Includes curriculum development for contextual ESL)	
First Name	Last Name
Megan	Ernst
Melina	Hovsepian
Lora	Martinolich
Debbie	Robiglio
Danette	Roe
Naomi	Sato
Judith	Velasco
Sona	Zinzalian

Committee: Marketing	
First Name	Last Name
Scott	Anderle
Tiffany	Israel
Deb	Kinley
Ellen	Oppenberg
Alfred	Ramirez
Jason	Schlatter

Committee: Career Pathways (including Adult Basic & Secondary Education)	
First Name	Last Name
Lauren	Castillo
Nare	Garibyan
Nancy	Osipo-Peera
Jan	Young

Committee: Professional Development	
First Name	Last Name
Deb	Kinley
Debbie	Robiglio
Jason	Schlatter
Joylene	Wagner
Jan	Young
Rasheedah	Scott

Committee: Programs for Individuals with Disabilities	
First Name	Last Name
Karen	Ingram
Tina	Andersen-Wahlberg
Lauren	Castillo
Maria	Czech
Jesse	Holm
Ellen	Oppenberg
Nancy	Osipo-Peera
Janette	Panganiban
Rick	Saunders
Alana	Theard

Glendale Community College Regional Consortium

AEBG Implementation Action Plan

Committee: Marketing				
Activities: <ul style="list-style-type: none">• Create website• Develop marketing brochures and pamphlets• Create media packet		<ul style="list-style-type: none">• Create ambassador presentation for project• Develop marketing plan• Develop communication system for key stakeholders		
Action:				
Project Leader: Tiffany Israel				
Measure(s): <ul style="list-style-type: none">a. 100% Completed Plan: A consistent, cohesive and responsive marketing planb. Increase enrollment in AE Classes by 10%:: A student-oriented website that makes information easy to access				
Task / Key Results Area		Target Due Date	Date Done	Task Leader
1.	Create marketing plan	11/17/16		Tiffany
2.	Create brand image: Glendale Learn --- Logo	9/27/16	9/20/16	Tiffany
3.	Website review and edits	11/17/16		Team, Tiffany
4.	Create marketing tools based on marketing plan: media packet, brochures, pamphlets	11/30/16		Tiffany
5.	4a. Create & Print ESL Brochure for GUSD parents	11/15/16		Tiffany
6.	4b. Create & Print Job Skills Brochure for GUSD parents	11/15/16		Tiffany
7.	4c. Create & Print VJC/ OSY Brochures for GUSD	11/15/16		Tiffany
8.	4d. Create Glendale Learn Consortium Program Brochure	9/27/16	9/20/16	Tiffany
9.	Business Breakfast- Managing Today's Diverse Workforce	9/27/16	9/27/16	MaryAnn
10.	Create Media Packet	12/30/16		Tiffany
11.	Create Ambassador Presentation	12/30/16		Tiffany
12.				

Glendale Community College Regional Consortium

AEBG Implementation Action Plan

Committee: Programs for Adults with Disabilities				
Activities: <ul style="list-style-type: none">• Coordinate programs for adults with disabilities• Counsel DSPS students: Provide counseling to AWD students on site• Identify available services from AEBG partners (i.e. DOR, Regional Center, etc.)		<ul style="list-style-type: none">• Hire Learning Specialist to assist students in the classroom• Develop a system for assessing challenges and identifying disabilities• Assist with coordinating AWD Summit		
Action: Career & College Pathways for Adults with Disabilities (C ² PAD)				
Project Leader:				
Measure(s): <ol style="list-style-type: none">1. Enroll __ of AWDs2. Transition ____ AWDs into career pathways leading to employment3. Transition _____ to higher education4. Wage at placement:				
Task / Key Results Area		Target Due Date	Date Done	Task Leader
1.	Review 21 st Century Skills from PCC as model	5/20/16	5/20/16	Rick
2.	Hold Committee planning meeting	5/20/16	5/20/16	Rick
3.	Recruit Instructor and Learning Specialist	10/31/16	4/30/17	Jan/Tina
4.	Instructor develops curriculum outline	7/15/16	7/15/16	Tina
5.	Instructor develops curriculum for C ² PAD	7/15/16	10/20/16	Tina
6.	Develop information flyer for Special Ed staff, DIS staff, Teacher Specialists to inform them of pilot	6/30/16	4/30/17	Rick
7.	Develop referral process & form to be used by K-12, DOR, Regional Center and VJC to refer candidates	7/15/16	7/15/16	Alana
8.	Coordinate pilot launch	8/28/16	4/30/17	Rick/Tina
9.	Refer candidates to pilot	8/1/16	4/30/17	Rick
10.	Coordinate Open House/Orientation	1/2017	5/31/17	MaryAnn
11.	Send Save the Date flyers for Open House/Orientation	1/2017	5/31/17	MaryAnn
12.	Hold Open House/Orientation	1/2017	6/30/17	Committee
13.	Launch Pilot 1	1/2017	6/30/17	Committee
14.	Provide career counseling and workforce preparation classes for Uniquely Abled students	6/28/16	8/26/16	VJC
15.	Provide job placement assistance to UA students	8/26/16	On-going	VJC
16.	Coordinate job interviews for UA students	8/26/16	On-going	VJC
17.	Co-enroll with WIOA OJT salary reimbursement for employers	8/26/16	8/26/16	VJC

Glendale Community College Regional Consortium

AEBG Implementation Action Plan

Committee: ESL & Contextual Curricula				
Activities: <ul style="list-style-type: none">• Expand ESL program• Hire ESL instructor• Develop strategy for incorporating contextual ESL in existing career pathways		<ul style="list-style-type: none">• Develop contextual ESL curriculum for career pathways• Identify visible potential sites for offering classes within GCC District• Offer ESL classes at various sites		
Action:				
Project Leader:				
Measure(s): <ul style="list-style-type: none">1. Offered ____ extra ESL Classes and/or hours in 2016-17 in region compared to 2015-182. Hired ____ additional ESL faculty for 2016-173. Offered ____ ESL classes at various sites during 2016-174. Identified ____ site for possible ESL classes5. Develop ____ curricula for career pathways6. Implemented career curricula in ____ ESL classes				
Task / Key Results Area		Target Due Date	Date Done	Task Leader
1.	Expansion of GCC’s ESL offerings from 6-10 weeks	6/1/16	6/20/16	Robiglio
2.	Hired FT Vocational ESL instructor	6/1/16	6/1/16	Robiglio
3.	Expansion of ESL program at 2 new locations for fall 2016: Maple Park and Pacific Park	6/30/16	8/31/16	Alfred, Robiglio
4.	Creation of ESL curriculum for Career Pathways	6/8/16	6/8/16	Hamilton, Robiglio
5.	Opening of 6 new classes for fall 2016	8/29/16	9/29/16	Robiglio
6.	Develop strategy for incorporating contextual ESL in Career Pathways	9/30/16		Sato, Robiglio
7.	Expansion of class offerings at IRC	9/30/16		Hovsepian, Robiglio, Pranke
8.				
9.				
10.				

Glendale Community College Regional Consortium

AEBG Implementation Action Plan

Committee: Career Pathways				
Activities: <ul style="list-style-type: none">• Coordinate more noncredit to credit pathways• Provide workshops for recent immigrants• Outreach to GUSD• High School Collaborative: create more transitions and pathways• Expand GED to Credit Managed Enrollment		<ul style="list-style-type: none">• Expand pre-assessment courses• Offer cultural acculturation workshops• Establish laptop lending program at Garfield and Library• Identify existing career pathways• Identify adult education courses that can be incorporated into existing career pathways		
Action:				
Project Leader:				
Measure(s): <ul style="list-style-type: none">1. Hold 10 acculturation workshops in 2016-17 with average 20 participants in each2. Develop 2 career pathways				
Task / Key Results Area		Target Due Date	Date Done	Task Leader
1.	Develop tracking and reporting system through CalJOBS	11/30/16		MaryAnn
2.	Design Integrated Education & Training flow	11/30/16		MaryAnn
3.	Coordinate services with Glendale Library	11/30/16		Lora, MaryAnn
4.	Review curriculum for acculturation workshops with ARS	6/30/16	6/30/16	Sona, MaryAnn
5.	Schedule acculturation workshops beginning in November	10/31/16		Sona
6.	Complete industry sector intelligence research for: IT, manufacturing, healthcare and service	12/31/16		Tiffany
7.	Conduct staff training on industry sector strategies and career pathways	12/31/16		MaryAnn
8.	Review industry sector intelligence reports	12/31/16		Tiffany
9.	Co-lead industry sector focus groups to gather input on workforce development needs	03/31/17		Committee
10.	Analyze results of focus groups to identify career pathways	04/30/17		Tiffany
11.	Develop plan for career pathways priorities	6/30/17		Committee

Glendale Community College Regional Consortium

AEBG Implementation Action Plan

Committee: Professional Development				
Activities: <ul style="list-style-type: none">• Develop professional development plan• Coordinate training to align adult basic education and secondary education with K-12 and credit		<ul style="list-style-type: none">• Identify online seminars and webinars• Conduct survey to gather input from all partners• Coordinate training in: Serving the AWD Population		
Action:				
Project Leader:				
Measure(s): <ul style="list-style-type: none">1. Number training sessions held: 122. Number attendees per session: 203. Evaluation results: 95% satisfaction4. Competency achievement: 100%				
Task / Key Results Area		Target Due Date	Date Done	Task Leader
1.	Develop needs assessment survey	11/30/16	11/5/16	MaryAnn
2.	Conduct needs assessment	11/30/16		MaryAnn
3.	Partner Presentations each month	10/31/16	On-going	MaryAnn
4.	Training: Working with AWD	12/31/16		MaryAnn
5.	LMI presentations on a quarterly basis	11/30/16		MaryAnn
6.	Develop Professional Development Plan	12/31/16		MaryAnn
7.	Establish Calendar for events	12/31/16		Tiffany
8.				
9.				
10.				
11.				
12.				
13.				
14.				

From: GlendaleLEARNS <invite@eventbrite.com>
Sent: Tuesday, November 07, 2017 11:07 PM
To: maryann@mptcinc.com
Subject: Reminder: You're invited to Emotional Intelligence: Train the Trainer (Nov 15, 2017)

You are invited to the following event:

EMOTIONAL INTELLIGENCE: TRAIN THE TRAINER



Multiple events from:

Wednesday, November 15, 2017 from
10:00 AM to 12:00 PM (PST)

Verdugo Jobs Center
1255 South Central Avenue
Glendale, CA 91204

[View Map](#)

Attend Event

Event registration is by invitation only. Register with your email address to attend this event.

By popular demand, Melina Sardar is back to conduct Emotional Intelligence as a Train the Trainer comprehensive seminar. The seminar will be provided in two-hour workshops occurring over four weeks to accommodate busy schedules. The four sessions will be held on:

Wednesday, November 15, 2017; 10:00am - 12:00pm

Tuesday, November 21, 2017; 10:00am - 12:00pm

Wednesday November 29, 2017; 10:00am - 12:00pm

Tuesday, December 5, 2017; 10:00am - 12:00pm

Trainees must attend all four sessions to complete the training. When you register for the November 15 session, you will automatically be registered for all four sessions.

Limited seats available so please register by November 10, 2017.

For questions, please contact MaryAnn Pranke, GlendaleLEARNs Coordinator at mpranke@glendaleca.gov or by cell: (310) 714-7872.

We hope you can make it!

Cheers,
GlendaleLEARNs

This invitation was sent to maryann@mptcinc.com by [GlendaleLEARNs](#) the organizer. To stop receiving invitations from this organizer, you can [unsubscribe](#).

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"UGGA" FROM DREAMWORKS'
"THE CROODS"

GCC ANIMATION PRESENTS
A CONVERSATION WITH

**SEAN SEXTON
OF
DREAMWORKS ANIMATION
WEDNESDAY, NOV. 1, 2017
JW SMITH STUDENT CENTER @GCC
12:30-1:30PM**



Sean will show some examples of his work and talk about his 15 years at Dreamworks working as a character animator and as supervising animator on many of Dreamworks' most notable projects. There will