

Minutes
Basic Skills Initiative Meeting
April 7th, 2014
1:15-2:45 H-107

Attended: Mark Manasse, Cheryl Reed, Stacy Steinberg, MaryAnn Guevarra, Sheryl Gobble, Donnie Tran, Ken Reinstein, Lisa Munoz, Melanie H. Stuart

1. Basic Skills English Center Writing Contest Awards: English Center writing contest winners and families attended and gave brief speeches.
2. **Basic Skills Projects: Project Lead (or representative) Discuss 2013-2014 Plans for BSI Project**
 - MaryAnn Guevarra -- Counseling Classroom Presentation: Eight long-presentations this semester and two five-minute presentations. Meeting with continuing ed this summer for ESL courses and counseling appointments.
 - Sheryl Gobble – English 43/49 Coordination: Trying out a new scenario prompt as opposed to agree/disagree in English 49. Prompt type connected to Common Core. Attempting to create higher connectivity as preparation for English 49 and connection to reading. Need to use quote from reading.
 - Donnie Tran – Math Lab: An increase in minutes for math lab this semester. Already have the same amount of minutes as the entire Fall 2013 semester. Improved sign in and sign out of math lab students.
 - Daphne Figueroa – PLACe/Child Development/Online: Expecting more review sessions at the end of the semester. Online tutoring is moving forward. Creative writing club meeting at the PLACe. C. Reed meeting with library.
 - Mark Manasse –English Center. Will work with MaryAnn to add information about English Center workshops in K Building.
3. **Basic Skills Research** Daniel -- No Report
4. **Regional Basic Skills:** 4/25 Noncredit to credit conference. 5/9 LINKS 9. Mark is working with SDAWP about cost of summer PD (which is currently rather pricey!). 5/2 is Basic Skills Coordinator meeting. Mark and MaryAnn will attend.
5. **Budget** – No report
6. **Review and Discuss Basic Skills Project Proposals**
 - PLACe: Summer SI for Math. ESU for summer trainings. Looked into running ED100 in summer, but were having trouble finding staff and availability.
 - Math 38 and 46 offered in summer with supervised tutoring. Trying to bridge gap so students don't forget information from spring to fall. Tutoring is matched up with class schedule in summer to maximize availability for students. Ed techs over summer but not tutors to save some money. Customer service stressed in proposal, and more students are attending math lab. Mindful of student struggle in math.
 - Counseling: Loved having extra funds to update materials and provide more counseling hours. Remind students to pick up folders. Updated to have CE connection as well with CE students. There was a concern about doubling services, but MaryAnn's availability will help with CE students needing counseling. Meeting with Susan Morgan over summer for summer and fall needs. Presentations will be able to go longer now as well. Will add an hourly to input data.
 - 43/49: 43 will become more of an introductory 49.
 - English Center: Focus will be on buying equipment (e.g., printers and printing kiosk) and increasing staff.
 - Committee will review proposals one more time to see if they have further questions or updates.
7. General Discussion – No Report

Upcoming Meetings (All 1:15 to 2:45 in H-107):

4/21 Project Proposals

5/5