**Counselor Corps Advisory Board**

**September 26, 2014**

**1 p.m. to 4 p.m.**

**Present:**

Paul Thayer

Jennifer Quintana

Lauren Jones

Misti Ruthven   
Rhonda Williams

Tracy Thomson

Eva Pugh

Marina Estrada

Deb Suiga- phone

1. **Welcome & Introductions- Dr. Paul Thayer- Chairman**
2. **Approval of Agenda**
3. **Public Comment-** 
   1. Letter read by Eva Pugh, from Katrina Ruggles from Center School in San Luiz Valley.
      1. Paul will write a response letter to Katrina on behalf of the group.
   2. Update - SBE September meeting (Letter submitted for public comment re: SCCGP)

Letter read by Rhonda Williams, informed consent reply to the state board letter.

1. **Retreat & Administrator Training Follow-up**
   1. Well attended by Cohorts 3 and 4- Positive feedback. A priority needs to be reinforcing and creating replicable training.
2. **Board Priorities & Procedures** 
   1. Operating Procedures
      1. Agenda Template – Eva Pugh will draft, and will add mission-vision statement to agenda.
   2. Membership Expectations
   3. Adopt committee roles
   4. Priorities
3. **Program Status** 
   1. Rules
   2. Site Visits - distributed on the back of the agenda, from Eva Pugh.

This is about relationship building. Eve expects to re-visit those places with issues. Eve indicated that schools are really trying to do well, and they want to work within the grant parameters, however they need our guidance.

* 1. Training Dates and Locations

1. **Funding – Eva Pugh** 
   1. List of current grantees
      1. Eva and Misti reviewed funds for SCCGP and a list of the current grantees was distributed to the board.
2. **Mentoring with CSCA**- **Rhonda Williams**
   1. Rhonda updated the board on CSCA mentoring. Training material is in draft form and being updated.
3. **SCCG Training Sequence and Timeline – Eva Pugh** 
   1. Topics for Fall and Spring Training

3:13-3:25PM - Executive session (no action necessary)

1. **Committee Reports**
   1. Advocacy Committee Report
   2. Training Committee Report
      1. 4 Year training sequence creator.
      2. November 5th Training at UNC - Greeley
         1. Logistics
            1. Draft agenda was presented and reviewed.
         2. Development Year Grantees (Needs Assessment & Environmental Scan)
         3. Cohort Two Grantees (Revisit Goals, Sustainability & Program Continuation)
2. **Items for next meeting** 
   1. Friday, November 21, 2014 Denver Scholarship Foundation
      1. Discuss draft- list of board members indicating terms and roles.
      2. Read letter of appreciation to Katrina Reynolds.
      3. Review operating procedures- members send ideas and suggestions to Eva Pugh.
      4. Advocacy Committee Report update.
      5. Updated Agenda