**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