

**Concurrent Enrollment Advisory Board Meeting**  
Warren Tech- Jefferson County Public Schools  
January 28, 2016 Minutes- 1:00PM-3:30PM

**Present:**

Susan Clough  
Dan Hoff  
Heather Exby  
Kelly Rosensweet  
Rick Sciacca  
Michael Gage  
Sarah Heath  
Mimi Leonard

Jill Toussaint  
Diana Zakhem  
Tammy Ward

**Not Present:**

Rebecca Martinez

**1. Welcome, Introductions & Minutes Approval 1:00 p.m.**

- a. Call to order - Sarah Heath, CEAB Chair
- b. Welcome Diana Zakhem, Englewood. New CEAB member, Secondary representative.
- c. Approval of December meeting minutes
  - i. Motion to approve: Mimi Leonard. Second: Jill Toussaint. Unanimous approval.

**2. CDE & DHE Updates 1:10 p.m.**

- a. Michelle Liu, CDE
  - i. ASCENT Update: Deadline for ASCENT is Monday February 1<sup>st</sup>.
  - ii. U.S Department of Education experimental sites: Pell for Dual Enrollment.
    1. Letters of intent from institutions of higher education due Feb 1<sup>st</sup>.
    2. Only selected sites will be given exceptions to allow students to use of Pell for dual enrollment.
  - iii. HB 1275: Work-Based Learning in Concurrent Enrollment. [CEAB approved recommendations now posted on CDE CE website.](#)
    1. Recommendations are snapshot in time and not inclusive of all work-based learning opportunities.
    2. This remains a living document and as appropriate, stakeholders will make updates and incorporate additional guidance in other resources.
  - iv. SAT/ACT Update.
    1. Current 11<sup>th</sup> graders will take ACT in spring 2016. 10<sup>th</sup> graders will take PSAT in preparation for CO's full transition to SAT in spring 2016
    2. [See CDE press release for full info](#)
  - v. High School Equivalency Exams and GED Score Update

1. In December, the State Board of Education directed CDE to enter into contract negotiations with vendors of 3 high school equivalency exams – GED, HiSET, and TASC.
2. Administration of any examination not currently under contract w/ the Department is contingent upon successful negotiation and settlement of contracts. CDE will communicate when any new contracts finalized.
- vi. New CDE commissioner, Rich Crandall, started Jan 2016.
- b. Carl Einhaus, DHE
  - i. CEAB vacancy update – DHE has sent out requests to institutions to fill a current vacancy, pending nominations.
  - ii. Teacher Education Grant -Robert Mitchell (DHE), who works on teacher preparation programs and needs, working to identify ways to get high school teachers the degrees/credits needed to teach CE.
    1. Partnership between DHE & Aims CC for grant program for teachers to get 18 credit hours in history at no cost. DHE has grant applications available – applications due May 1<sup>st</sup>. Contact Robert Mitchell for more info Robert.mitchell@dhe.state.co.us.
    2. CSU Global- Heavily discounted credit hours for graduate level work in English and Mathematics, approx. \$300/credit hour. Program will be available in summer 2016.
  - iii. PTECH: Opportunity for partnership between a district, a community college(s), and one or more local high growth industry employer(s).
    1. 2 PTECH schools have been approved to date:
      - a. St. Vrain and FRCC IBM (CIS), and
      - b. James Irwin Charter School and Pikes Peak (Construction)
- c. Sarah Heath, Chair
  - i. HLC Waiver update
    1. It is a local institution decision regarding if to apply for a waiver, as well as the specifics of the plan outlined in the waiver.
    2. CCCS is looking into providing more information on best practices for waiver plans, based on plans developed by institutions currently seeking to apply.

### **3. CE & Transition Students Update 1:30 p.m.**

- a. Linda Tegtmeier, Exceptional Student Services Unit and Jennifer Okes, School Finance, CDE
  - i. Transition Services are a coordinated set of activities for a child with a disability that is designed to:
    1. Be a result-oriented process that is focused on improving the academic and functional achievement of the child with a disability to facilitate the child's movement from school to post-school activities.
    2. Is based on the student's needs, and;

3. Includes instruction, related services, community experience, the development of employment and other post school adult living objectives, and when appropriate, acquisition of daily living skills and functional vocational evaluation.
- ii. Important to start planning early for any postsecondary opportunities & concurrent enrollment considerations should align with student's identified postsecondary goals, as well as address any necessary accommodations or services.
- iii. Transition students are eligible to participate in CE & ASCENT, however, they must meet the same programmatic and funding requirements as all other CE/ASCENT students.
- iv. For funding purposes, CE courses would not be allowed if the student had met minimum district graduation requirements – the CE courses would not be considered as part of the funding for the student.
  1. If services (e.g. mobility specialist) were provided on the college campus during these courses, it is possible that that time could be counted for funding purposes.

#### **4. Lean Update and Summary of Event 2:00 p.m.**

##### a. Michelle Liu

- i. Overview of Lean Process & participants
- ii. Issues/requirements identified from voice of customer survey going into Lean event:
  1. Students need equal access and provided support needed to successfully understand and utilize state CE program
  2. Decrease number of forms and time needed to complete enrollment process
  3. Understanding/transparency of HLC guidelines & viable pathways for teachers to satisfy guidelines.
  4. Clearly documented info from IHEs on class selection, course approval, placement, & transfer requirements.
- iii. Barriers Identified during Lean process
  1. Variation – lack of centralized, state-supported coordination
  2. Equity/Access – no specific funding allocated for CE; lack of clear advisement; limited pool of qualified CE teachers.
  3. Inefficiency – different data management & data privacy requirements between LEPs & IHEs; multiple processes driven by varied stakeholders/policy requirements.

##### b. Misti Ruthven

- i. Next Steps & long term goals
  1. Many recommendations that would go to various forums came out of the Lean process, but many steps to execute and may ultimately not happen or look different.

2. Centralized CE portal for colleges & students
3. Dedicated support @ state level – for both districts and colleges, including professional development & training
4. Additional resources
  - a. For teachers – increasing qualified CE instructors & addressing geographic challenges.
  - b. Fiscal resources in addition to per pupil revenue & COF to cover costs in addition to tuition, such as fees, books.
5. Next Steps – Department responsible for implementation only
  - a. Legislative ed committees have CE on radar as a topic of interest
    - i. Invited CDE & DHE to come talk about CE Lean
    - ii. Legislative Update- Misti Ruthven, CDE
      1. Legislative Session- CDE reports to a publically elected State Board of Education. CDE does not take positions on any bills.
      2. If have feedback on any current bills, work with the lobbying arm of your district, college, etc. to contact sponsors to let them know how the bill will impact you.
      3. CDE would like to be a resource. Misti Ruthven is available to discuss legislative questions.
      4. The CEAB is part of CDE – please remember if talking to a legislator, speak as a representative of your own district or institutions (not as CEAB rep).
  - c. Sarah Heath
    - i. CCCS legislative role – look internally how potential legislation impact SBCCOE policy to make sure it is not in conflict.
    - ii. Short-Term Recommendations from Lean
      1. Policy & Practices doc - Single site for Best Practices
      2. Mass coding in Banner
      3. Clarification of documents – ownership and providing clear guidance
      4. Common course pre-requisites
      5. Clarification of service areas & teacher qualifications
        - a. Service areas identified in statute
        - b. HLC waiver process – determining ways to facilitate process
    - iii. Question – providing clarification of other dual enrollment programs (e.g. extended studies)?
      1. Carl: briefed legislators about this issue and recommendation for creating a brand for the state CE program.

## 5. Admissions Policy & Online Tool 2:45 p.m.

- a. Carl Einhaus, DHE
  - i. Remediation Policy: index score and acceptance rate.
  - ii. Revised admissions policy-holistic admissions process.
  - iii. Getting rid of index
  - iv. New admissions online tool. ([www.coadmissionstool.org](http://www.coadmissionstool.org))

1. Students are able to better prepare for post high school by visiting this page.
2. College in Colorado is the host of this tool. Students with created accounts can save information.
3. Accommodates both transfer and freshman students.
4. Available in mobile, and going to be translated into Spanish

**6. Public Input 3:15 p.m.**

- a. Clarity around Title I and generally ESSA impact on concurrent enrollment?
  - i. ESSA/USDOE: Rules are still being discussed and anticipate additional federal guidance in Fall 2016. CO Department will provide additional guidance after federal guidance released.
- b. Competitive Grant Opportunity available for School Counselor Corps on the CDE website. 15 districts will be awarded.

**7. Action Plan and Next Steps 3:25 p.m.**

- a. Future meeting topics
  - i. Placement Tests/PSAT
  - ii. Review of ASCENT/Guidelines
  - iii. Policy and Best Practices for CE
  - iv. Impacts on CE from legislation.

**8. Adjourn 3:30 p.m.**

**9. Next Meeting Thursday, March 24, 1-4pm**

- a. Location TBD