

1.0 – Call to Order

- **Attendance Record:**
 - Anne Roundy-Harter
 - Charla Bregante
 - Gerardo Cornejo
 - Ginger Reyes
 - Joanna Romo
 - Laura Sanders
 - Len Smolburd
 - Paloma Arnold
 - Rachel Johnson
 - Rosa Martinez
 - Seth Miller

1.1 – Approval of minutes for June and September – Seth

- **Anne moves to approve, Charla seconded; minutes approved**

2.0 – Nominations – Seth

2.1 – Vote for new members

- **CALSOAP Board member vote for new Chair, Vice-Chair, and Secretary**
- **SFSB (Len) accepted for Chair position (7 approved; 0 disapproved)**
- **CUSD (Gerardo) accepted for Vice-Chair position (7 approved; 0 disapproved)**
- **Secretary position vote tabled for lack of nominee**

2.2 – New members

- **BDHS and City of SB stepped down as board members**
- **Voting for Olive Grove Charter and SBCC Foundation as new board members**
- **OGCS (Laurel) and SBCC Foundation (Rachel) accepted (8 approved; 0 disapproved)**

2.3 – New item – CALSOAP Animated Video proposal

- **Proposal for Study Smart Tutors to create 4 animated videos in English and Spanish for \$22k**
- **CALSOAP LA and San Jose video examples on YouTube ([San Jose Cal SOAP Video - YouTube](#))**
- **Ginger: recommend a 1-minute video with feedback from students or tutors working with CALSOAP; price for the videos too steep**
- **Rosa: agreed that videos respond better with student life experiences including actual faces and stories rather than animated clips**
- **Len: who is the target audience? How will videos be distributed?**
- **Charla: recommend trial group of students for feedback on types of videos' impact**
- **Looking to target students on social media in English and Spanish to be shared by partners**

3.0 – Updates – Seth

3.1 – New CALSOAP logo

- **Due to CSAC and CommUnify logo changes, CALSOAP has new SB local logo**

3.2 – CSAC- Plans for Data collection and analysis/ Summer melt

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- **CSAC data collection to become uniform across consortia for focused outcomes**
 - **Consultation firm hired by CSAC for new methods to collect data**
 - **Push for projects (consortia) to move toward summer melt programs (HS->college)**
- 3.3 – Budget: Additional funds
- **19-20 fiscal year budget has ~\$75k left to be spent by 2021**
 - 3.3.1 Additional funds
 - **Laura: 22% spent for 19-20; administrative spending logged into 20-21 year**
 - **New equipment including Chromebooks/carts to be more mobile**
 - 3.3.2 Tutor Salaries
 - **Increase in tutor salaries for 20-21 fiscal year**
 - **Paloma: what are the differences between tutors and peer advisors? Ideas for helping tutors increase work hours to match increase in salary**
- 3.4 – In-Kind Contributions
- 3.4.1 Increase to match additional funds
 - **1:1 match required for in-kind funds**
 - **Template to be sent to partners to include additional contributions**
 - 3.4.2 19-20 in-kind contribution increase
 - **Increase for in-kind contributions applies to 19-20 4th quarter and 20-21 fiscal year**
- 3.5 – Plan for unused funds
- 3.5.1 CSAC- will be meeting with each project to discuss budget
 - **Meeting with CSAC for budget expectations and redistribution if unused**
- 4.0 – Programming – Joanna
- 4.1 – Tutoring – Sam
- **Manuel (CALSOAP Tutor at Olive Grove): experience as a tutor difficult online**
 - **Sam: currently working with 19-22 tutors who are in high demand**
 - **Tutors trained to prepare for virtual transition and cultural competency**
 - **Anne: SBUSD teachers overwhelmed with tasks making it difficult to include tutors but looking to improve situation**
- 4.2 – Advisement/Workshops/Outreach – Rocelia
- **Madalyn (CALSOAP Peer Advisor): helps to have had prior contact with students but difficult to reach out since SBUSD student email access is a barrier**
 - **Rocelia: newsletter to be distributed early December**
 - **Working on online workshops in English and Spanish to students per grade level and to parents regarding academic topics and financial aid**
 - **Working with partners/organization for upcoming events virtually for more services**
- 4.3 – FA Presentations/Workshops – Eddie
- **Eddie: Financial Aid presentations delivered to 200+ seniors in Fall and video made available on YT to those who could not ([CALSOAP Senior FA Presentation - YouTube](#))**
 - **10+ Cash for College Workshops with 80+ participants; doubled since last year**

- **Humberto (CALSOAP Peer Coach): making calls to families, offering financial aid help through advising and creating infographics on social media ([Instagram \(@sbcalsoap\)](#))**
- 4.4 – Winter/Spring programs: Workshops/College Fair/Web Grants/Target summer melt
- **More workshops for summer melt w/ Central Coast CALSOAP; trainings including WebGrants**
- 5.0 – Discussion – Seth
- 5.1 – Providing Virtual Services:
- 5.1.1 District e-mails to reach SBUSD students
- **Access to student emails from SBUSD in progress**
 - **Phone calls effective to recruit families; need updated phone numbers from SBUSD**
- 5.1.2 Recruitment/ Partners
- **New ways to recruit via partners; extending boundaries since virtual setting**
- 5.1.3 Future: Workshops/College Fair/Presentations
- **Future workshops in Spring including YT videos and programming with partners**
- 5.2 – Board Updates:
- **Charla (HASB): workshop in January with CALSOAP; sending feedback surveys for students**
 - **Len (SFSB): reaching out to seniors across the county for FAFSA/CADAA completion; student applications due January 15th but early review available until December 15th**
 - **Anne (SBUSD): looking to feature CALSOAP in January; semester ends mid-January with students averaging lower grades overall; Social/Emotional support button on website**
 - **Seth (CommUnify): lower numbers reported across Family Youth Services; extension for single mother program in SB county (80 on waitlist); received \$50k grant for telehealth programs**
- 6.0 – Adjournment
- **Seth adjourned meeting at 11:18am**