



Eastern Lakeshore Regional Planning Team (ELRPT)

MINUTES OF MEETING: Tuesday, April 17, 2018

Present:

Robert Wager
Sue Hawkins
Adriana McDonough
William Howe
Edina Cappuccitti

Stephen Hughes
Jennifer Parrington
Stephen McBride
Alex Duketow
Kelli Chiasson

Heather Hamilton
Larry Archibald
Tania Rightmyer
Kim Stuart
Laura Wilkes

Location: Fleming College

Address: 599 Brealey Dr.,
Peterborough, ON K9J 7B1

Lunch: 12:00pm

Meeting Time: 10:00am

PLEASE READ OVER THE PREVIOUS MEETING'S MINUTES ON earndualcredits.ca

Agenda Item	Discussion Notes
Welcome and Introductions	Co-Chairs –Stephen McBride and William Howe
Review of Minutes from previous meeting	March 2018 minutes were accepted.
Agenda Review	Additions to the agenda -June Data Collection
Ministry/SCWI Update -Heather Hamilton, MOE -Larry Archibald, SCWI	-Larry Archibald SCWI Symposium registrations begin tomorrow. ADC forum in Belleville went well with 3 other regional forums planned. -Heather Hamilton No updates to share at this time.
OYAP Update	-Continuing to set up applications and interviews -Waiting to hear if Durham College will be delivered in block style for 2018-2019. Fleming has been approved for an 8-week block after the March break. -OYAP was well represented at a Construction Secretariat forum -Alex made aware of a special grant, through MAESDE, called "Skills Catalyst" in an effort to build community partnerships. Look on the Ontario government website: http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR017888.html -For non-compulsory trades, students do not need to be supervised by a certified tradesperson (i.e., chef) -As of January, hairstylists will now be required to write a written and practical exam to become red seal certified (certified in all provinces). DDSB will be an assessment site. -Margaret Murray will be retiring in June
SMART Goals	-A date of Thursday, May 24, 2018 has been set with SCWI at Durham College to review Smart goals and to visit with Adult Dual Credit students. All board and college reps are welcome to attend. Please RSVP with Sue by May 10, 2018 so that appropriate refreshments and lunch can be ordered. The meeting will take place at the Oshawa campus – Student Services Building

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	<p>SSB113A. Tentative agenda will be as follows: 10:30-noon: Smart Goals and ADC presentation 12noon: Visit with ADC students including lunch Will to confirm this agenda with Sonja.</p> <p>REVIEW OF SMART GOALS: roundtable</p> <p>1) INCREASING THE PERCENTAGE OF SEATS FILLED</p> <ul style="list-style-type: none"> -Declining enrollment affects the number of seats filled -Getting a high number of students in the correct target group is a challenge, especially in team-taught courses where schools need to fill the classes. -Estimate number of seats based on historical data. (If every year, the class is well populated, then apply for that number of seats at time of proposals.) -Colleges need to know as soon as possible dual credits with low enrollment -Use the contract change cycle to move seats around. This entails students registering in a timely manner. Loyalist sends class lists to the high school teachers so that both college and high school teachers are in sync and can then follow up with registrations. <p>School Boards to provide a blurb to outline challenges in projects where required to Will, Steve & Adriana by May 10.</p> <p>2) INCREASING THE USE OF HANDS-ON RESOURCES:</p> <ul style="list-style-type: none"> -Durham College has 3-4 faculty working on course packs for their dual credits in lieu of using costly textbooks -Loyalist College encourages the use of the library resource center. Textbooks are re-used as often as possible in both the college-delivered and team-taught courses. Loyalist also has a “blackboard community” where faculty can post assessments and resources that are shareable. -Fleming College has confirmed that high school teachers will have access to the Learning Management System, beginning in September (access to Gradebook to track student progress, resource section...). DDSB is also looking at college faculty accessing high school student management systems. -Robert and Will are meeting with OCAS next week to see if our RPT students could register for their dual credit through OCAS rather than through our earndualcredits.ca website. David Armstrong has been advised. <p>Colleges to provide blurb to outline initiatives to Will, Steve & Adriana by May 10.</p>
Potential FNMI YRDSB DC	<ul style="list-style-type: none"> -Fleming has spoken with York DSB who is interested in offering a dual credit for their Georgina Island First Nation students who attend Sutton and Keswick High Schools. Fleming is the closest college and are looking at possibly offering 20 seats in a May-June format in 2018-2019 as well as an activity. Total funding may be around \$40 or \$50,000. -DDSB could possibly share these seats for their FNMI students attending Brock HS/Uxbridge -Costs could possibly be shared (York Board, for instance, could incur the costs of transportation and activity funding while Fleming invoices for the college costs) -ELRPT partners were in agreement to pursue this idea.
Safety Glasses and Use of Contingency Fund	<ul style="list-style-type: none"> -Safety glasses is a college expense under “miscellaneous” as per the SCWI benchmarks: “Limited funding for personal safety equipment (glasses, boots, hearing protection, uniforms)” -There is no category to pay for this under the Admin budget -These could be purchased out of our contingency fund: \$31,241.45. (Durham and Loyalist Colleges still to claim their \$10,000 each for special project administrative assistance and student bursaries.) -Bursaries at Fleming will be for one dual credit student enrolled at Fleming for \$500 for 10 years (until the money runs out.) -Safety glasses will be ordered and will be paid for either through our admin funds or our contingency funds. Colleges to include this expense on the final invoice. -Benchmark funding is to be used for “coordination and meetings for dual credits”. This implies that bursaries cannot be included in this.

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2018-2019 Approvals	<ul style="list-style-type: none"> -All projects were discussed with boards and colleges working together to balance out seats. -See attached summary of notes
Cycle Change and Budget Updates	<ul style="list-style-type: none"> -Once Cycle 6 approvals are in, Adriana will issue a fresh spreadsheet. The final invoice will be based on this cycle. -Adriana to send out a template for Boards to invoice Colleges for costs incurred for forums and activities. -Cycle 1 changes for 2018-2019 are due to Adriana by Friday, June 1 2018 -Cycle 2 for 2018-2019 due to Adriana Monday, August 20 (but realistically by Friday, July 6, 2018 as Board partners will be on holiday.) -2018-2019 cycle changes now posted on earndualcredits.ca
End of Year Data Collection	<ul style="list-style-type: none"> Data Collection in July is often difficult to coordinate. End of year data collection will be on Wednesday, June 27 beginning at 4pm at Fleming. Members will be paid for this time with dinner provided.
Planning Time	<ul style="list-style-type: none"> Formal meeting will adjourn and members will be available to each other to discuss any start-up planning details, logistics etc.

Next Meeting: Monday-Tuesday, June 11-12 2018 @ Eganridge. (Adriana will send out a memo regarding this overnight meeting with information about hotel bookings...)