

Eastern Lakeshore Regional Planning Team (ELRPT)

AGENDA: MONDAY, SEPTEMBER 30, 2019

Location: Fleming College

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

12:00pm: Lunch

12:30pm: Meeting

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

Agenda Item	Discussion Notes
Welcome and Introductions	Co-Chairs –William Howe and Stephen Hughes
Review of Minutes from previous meeting	
Agenda Review	Additions to the agenda?
Ministry/SCWI Update -Maureen Shave, MOE -Larry Archibald, SCWI	
2020 SCWI Symposium	Ideas for overall presentations
OYAP Update	
Start-Up-September 2019	Roundtable discussion (concerns, issues, seat balancing, job action...)
Program Fidelity	Looking ahead to 2020-2021 proposals
2018-2019 ELRPT Data	
SMART Goals (see below)	Review of 2018-2019 in anticipation of SCWI October visit Discussion of 2019-2020 Smart Goals
Compensation for Summer Work	
Dual Credit Summer Programs	Review
Cycle Change and Budget Updates	Cycle Changes Budget
Planning Time	Formal meeting will adjourn and members will be available to each other to discuss any issues, logistics etc.
NEXT MEETING	THURSDAY, OCTOBER 31, 2019 at Durham College (changed from October 30)

SMART GOALS 2018-2019
(Update as of ELRPT meeting June 11, 2019)

SMART GOALS	STRATEGIES TO ACHIEVE GOALS	ACHIEVEMENT OF GOALS
<p>Improve college faculty and high school dual credit teacher orientation</p>	<ul style="list-style-type: none"> -Create a college and board timeline to help partners understand the importance of deadline dates -Review all college faculty and dual credit teacher manuals -Create a package of resources for new college faculty and dual credit teachers -Ensure dual credit teacher forums highlight all pertinent dates, timelines, registration procedures... -Board coordinators to meet 1-1 with new dual credit teachers -Colleges to provide course descriptions/syllabus to high school teachers asap -A variety of venues to encourage faculty and high school teachers to meet will be explored 	<ul style="list-style-type: none"> -Durham College's dual credit resource materials are on-line on their management system; all HS and college faculty can access this -Fleming College has one website for faculty and one for HS teachers -Loyalist also has materials on their website with some materials sent to teachers (especially team-taught sections) -Forms are all on-line -PVNC uses a google –based platform for their dual credit information (how to register, withdrawal forms, how to book a trip...). PVNC would welcome adding the college links to their site -KPR also adds links and distributes information through email -TLD will work on developing some resources for their teachers who are sometimes hired at the last minute for college-delivered courses. -DCDSB also shares information via Sharepointsite -Colleges send out an introductory email to HS teacher and faculty to introduce one another Results are anecdotal: -While it is a slow process, all documents are now updated and housed centrally so teachers and faculty have accurate, current, relevant and accessible information at their disposable. -Registrations have improved but only incrementally. -As an ELRPT, we will need to decide if the information posted on our earndualcredits.ca

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SMART GOALS	STRATEGIES TO ACHIEVE GOALS	ACHIEVEMENT OF GOALS
		website is accessed and worth maintaining. We may consider simply adding the college and board links.
Improve the percentage of students in the designated target group from our current 77% to 80%	<ul style="list-style-type: none"> -Ensure high school dual credit teachers and administration understand the "Selection Criteria for Admission to Dual Credit Programs" (pages 24-26 of Dual Credit Programs Policy and Program Requirements) -Re-evaluate current (and year-over-year) under-performing data with school teams when submitting new proposals 	<ul style="list-style-type: none"> -Data was examined when proposals were put in and a rationale provided in the event of low-performing dual credits <p>Results:</p> <ul style="list-style-type: none"> -Our semester 1 data does not seem to have as many glaring discrepancies as in the past (only 3 instances in Semester 1) -Our final ELRPT data (July 2019) shows that the %age of students in the primary target group is 81.6%
By implementing a new audit process for Cycle changes, we will reduce the number of errors by 50%	<ul style="list-style-type: none"> -Experiment with a variety of change forms to test simplicity and effectiveness of use 	<p>Results:</p> <ul style="list-style-type: none"> -We continue to experience many errors and oversights with the contract changes -A face-to-face meeting before cycle changes are due may be needed to confirm all changes.

SMART GOALS for 2019-2020
(As of ELRPT meeting June 11, 2019)

SMART GOALS	STRATEGIES TO ACHIEVE GOALS	ACHIEVEMENT OF GOALS
To examine our choice of courses to ensure they align with SCWI policies. <ul style="list-style-type: none"> - grade 11 courses - new proposals 	<ul style="list-style-type: none"> -Examine the list of grade 11 courses from spreadsheet -Review the policy document as a team 	

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