



Professional Development Committee

MINUTES - Monday, November 13, 2023

2:00 – 3:00 PM

Zoom virtual meeting

Members Present:	Carla Grossini-Concha, Denise Munoz, John Bromma, Roma Weaver, Patricia Lopez, Esteban Alvarado, Jessica Luedtke, Rachel Rose, Floreniza Yumul, Diana Vera-Alba
Members not Present:	
Guests:	Kelly Henwood
Recorder:	Carla Grossini-Concha
AGENDA	
1. Call to Order 2:01 PM	
2. Action Items	
2.1 Approval of Agenda 2:09 pm	
CONCLUSION	Motion to approve by Patty Lopez, seconded by Jessica Luedtke – Agenda approved
2.2 Approval of Minutes for October 9, 2023	
CONCLUSION	Motion to approve by Jessica Luedtke, seconded by Patty Lopez– Minutes approved
3. Information/Discussion Item(s)	
3.1 Kelly Henwood CAEP Presentation	
DISCUSSION	<ul style="list-style-type: none"> • Kelly Henwood presented on What is CAEP (California Adult Education Plan)? • CAEP supported professional development opportunities: <ul style="list-style-type: none"> ◦ Lunch & Learns for classified professionals at each campus on topics <ul style="list-style-type: none"> ▪ Finding Your Why ▪ Focused Conversations Around Standards of Care for Students • Youth Development Training launching at end of 2023, beginning of 2024
3.2 Discussion of the SDCCE Travel Policy	
INFORMATION	<ul style="list-style-type: none"> • Reviewed the Classified Professional Conference Travel Policy
3.3 Youth Development Training	
INFORMATION	<ul style="list-style-type: none"> • Youth Development Training for SDCCE staff to better support and understand young adult learners • Holding 2 or 3 foundational sessions in the spring
3.4 Professional Development Sub-Committees	
INFORMATION	<ul style="list-style-type: none"> • Professional Development Advisory Committee for Classified Professionals: <ul style="list-style-type: none"> ◦ Classified Professionals discussed what they want STAR Conference to look like ◦ Idea recommendations for sessions encouraged ◦ May 19-24 is Classified Professionals' Appreciation Week, and the goal is to host STAR Conference during that week • Flex Advisory Sub Committee <ul style="list-style-type: none"> ◦ Committee members shared that they wanted more engagement in sessions rather than long sessions where they were "being talked at." ◦ Sub Committee members wanted takeaways that they could implement immediately – "action items" • Floreniza Yumul recommended offering a session during Spring Institution Days on travel policy changes
3.5 Literature Review	
INFORMATION	<ul style="list-style-type: none"> • Rethinking professional learning for teachers and school leaders
3.6 Roundtable	
INFORMATION	<ul style="list-style-type: none"> • No roundtable was held
4. Adjournment: Meeting adjourned at 2:51 pm	
Next Meeting: December 11, 2023	

Minutes submitted by: Nashlee Smith

Minutes approved:

By Committee on 1/8/24