



**LONG BEACH REGIONAL CAL-SOAP GOVERNING BOARD  
GENERAL BOARD MEETING**

**Friday, December 6th, 2019 | 1:00pm – 3:00pm**  
**Lynwood Unified School District - 11321 Bullis Rd, Lynwood, CA 9026**  
**Room 203**

**AGENDA**

**I. Attendance Record**

- a) **Lynwood Unified School District**, *Present, David Ramirez*
- b) **Long Beach City College**, *Present, Margaret-Antonio Palomares*
- c) **CSU, Long Beach**, *Present, Mekonnen Garedew*
- d) **Long Beach Job Corps**, *Present, Sandy Annino*
- e) **Long Beach Unified School District**, *Not Present*
- f) **Community**, *Not Present*
- g) **4-year (UC or Private)**, *Not Present*
- h) **Educational Opportunity Center (Long Beach)**, *Present, Michele Scott*
- i) **TRIO Upward Bound (Long Beach)**, *Present, Kathyann King*
- j) **Rio Hondo College**, *Present, Brenda Beza*
- k) **Compton Unified School District**, *Present, Jorge Torres*
- l) **Whittier Union High School District**, *Not Present*
- m) **Long Beach Cal-SOAP**, *Present, Dominica Scibetta*

**II. Guests:** Jack Friedman, Founder of Study Smart Tutors

**III. Call to Order**

- a) D. Ramirez called the meeting to order at 1:15 pm

**IV. Roll Call**

- a) D. Ramirez conducted roll call. The following persons were present: Margaret-Antonio Palomares, Mekonnen Garedew, Sandy Annino, Michele Scott, Kathyann King, Brenda Beza, Jorge Torres, Dominica Scibetta.

**V. Adopt Today's Agenda**

- a) D. Ramirez motion to adopt today's agenda
- b) S. Annino call to make changes in agenda, Item 11 to specify date of next meeting which is February 21, 2020.
- c) M. Garedew motion to approve and S. Annino seconds. Agenda approved.



**VI. Approve Minutes of Previous Meeting (September 27th, 2019)**

- a) D. Ramirez motions to approve previous meeting minutes.
- b) Majority rule 8/10. Minutes from previous meeting approved.

**VII. Welcome/Introductions**

- a) D. Scibetta gave a warm welcome to Board Members and introduced Jack Friedman, founder of Study Smart Tutors, in an effort to potentially build partnerships with Cal-Soap, and encouraged board members to think of ways to expand partnerships with other organizations.

**VIII. Unfinished Business**

- a) No action items

**IX. Reports & Updates**

- a) Cal-SOAP Director
  - i. Fall semester recap
    - a. D. Scibetta provided a recap of the fall semester, all 14 schools fully staffed (3 coordinators; 3 data clerks; 2 data interns provided by LB Job Corps.; 14 peer advisors). She added that Cal-SOAP served 4,000+ unique students, 10,000+ services, 37 school site workshops, and 13 community workshops.
    - b. D. Scibetta addresses future budget considerations since all advisors are maximizing hours and fully staffed. Encourages board to think of alternative models to ensure schools and community workshops are supported in the future.
    - 1. D. Scibetta provides update on the 2019/2020 CSAC contract. Cal State Long Beach is in the process of approving the contract and will send on LB CalSOAP behalf in the upcoming weeks.
  - ii. Professional Development
    - 1. Affordability Conference
      - a. D. Scibetta attended the Affordability Conference in Indian Wells, CSAC sponsored. She mentions the main focus of the conference was affordability for college access. The first step is to have students complete FAFSA/ Dream Act and for Cal-SOAP to help with completion rate, but affordability extends far beyond the application itself. She will be meeting with her team to develop ways to more specifically address affordability in future programs and student support.



- b. CSAC has a new Executive Director who is working on revising the CalSOAP Law/legislation for 2021. The revisions will (hopefully) specify student, refine program goals/scope/services, and clarify role of Governing Board and match requirement.
  - iii. Future Programming, Initiatives & Collaboration
    - 1. <https://webutil.csac.ca.gov/dashboard/>
    - 2. Calfresh (Basic Needs and CalFresh)
      - a. D. Scibetta has connected with CSULB Basic Needs program to provide information about CalFRESH to local families, provide training to advisors when helping students locate college campus resources, and perhaps providing care packages on school decisions days.
    - 3. D. Scibetta brings up collaboration with Jack Friedman, Founder of Study Smart Tutors, as an example of developing partnerships with local profit/non-profit organizations, specifically for in-kind donations, curriculum support, and/or program partnerships.
- b) Treasurer
  - i. Quarter 1 Fiscal Report review
    - 1. M. Garedew provides a report of the budget which is 17% into the budget with a total of 439,000/
  - ii. Quarter 2 – closes December 31<sup>st</sup>
    - 1. Dominica reminds educators to submit everything by January 31. She will reach out to members after the new year with revised forms.
    - 2. M. Garedew reminds Board Members for Q2 it closes December 31 and for In-Kind Form B any questions about donations forms to reach out to him or Dominica end of Q2 December 31. D. Scibetta will reach out to Board Members individually.
  - iii. 3% COLA increase effect January 2020
    - 1. M. Garedew mentions the minimum wage will increase by 2020, providing all staff a 3% increase.
  - iv. Membership update
    - 1. M. Garedew mentioned if Board Members can't attend Board Meeting to inform the Committee with absence. During next meeting, members who have not been present will be put on warning.



## X. New Business

- a) Jack Friedman, Study Smart Tutors Presentation
  1. J. Friedman gave an introduction about Study Smart Tutors and how to improve test scores, SAT & ACT. Study Smart Tutors is to serve low income, first generation population to prepare students for high school, college and career success. He discussed the challenges students may face when preparing for exams, especially for those not familiar with the SAT/ACT. In addition, he provided ways to support students through these challenges, such as free tutoring/support resources.
  2. J. Friedman also discussed partnership with Cal-SOAP, possibly utilizing summer academy as a way for students to learn about colleges & prepare for testing.
- b) Spring and Summer Programming
  - i. Mission of the program & associated interventions
    1. D. Scibetta introduces the timelines as an example of CalSOAP Curriculum. Advisors are trained to help high school students set goals with specific tasks, and actual calendar dates to meet deadlines.
    2. D. Scibetta mentions how Cal-SOAP may need to focus their program scope to better equip advisors for next year. Further discussions will take place in February.
  - ii. Site support – short and long term
    1. D. Scibetta provides members with Fund Your Future Magazine.
    2. D. Scibetta brings up the functioning of the program is going well, but serving all 14 schools and community programs can be challenging with part-time staff, as well as what that might mean for future budget considerations. She encourages the board to start thinking of alternative staffing support models to ensure our communities are supported and the program is running efficiently.
  - iii. Summer Academy Curriculum
    1. D. Scibetta brings up 3-day summer academy at CSU Long Beach, which supports students' educational, financial, personal, and professional goals. Last year, Cal-SOAP provided transportation and lunch. The transportation cost about \$7,000 dollars, serving 90 students a week (see packet). She encourages the board to consider subsidizing transportation costs so money can go to support resources and staffing. D. Ramirez and J. Torres will likely have their district provide bussing.



2. February meeting will further address transportation and other summer academy issues, such as program audience, scope, and curriculum.
3. D. Scibetta will be in contact with Carol and Lilia in regards to bussing.

**XI. Announcements**

- a) B. Beza announced the Counselor Breakfast was moved to December 11, 2019 (Rio Hondo College)
- b) M. Palomares gave out a flyer about automotive/construction program with contact info if interested in taking a course (Long Beach City College)

**XII. Action Items**

- a) D. Scibetta to connect with board members about in-kind match after Q2
- b) D. Scibetta to draft list of resources needed for summer academy
- c) D. Scibetta to connect with districts about summer academy transportation

**XIII. Date/Place of Next Meeting**

- a) February 21<sup>st</sup> 9401 Painter Ave, Whittier CA 90605 (Sierra Education Center Building U, Spartan Room, room 206)

**XIV. Adjournment**

- a) D. Ramirez adjourned at 3:02