



**GOSOSY State Steering Team Meeting  
November 3, 2016  
Pittsburgh, PA**

**IN ATTENDANCE:**

Tracie Kalic – director	Joan Geraci (NJ)
Peggy Haveard (AL)	Mike Reho (NY)
Margot Di Salvo (FL)	Odilia Coffta (NY)
Ray Melecio (FL)	Sonja Williams (NC)
Sabrina Rivera-Pineda (GA)	Carmen Medina (PA)
Brenda Pessin (IL)	Jan Lanier (TN)
April Dameron (IA)	Jennifer Almeda (SC)
John Farrell (KS and representing MA)	Sarah Braun-Hamilton (VT)
Heather Rhorer (KY)	Susanna Bartee (GOSOSY)
Monika Lorinczova (MS)	Chris Norton (GENESE0, National PASS Center)
Lindsay Ickes (NE)	Bob Lynch (National PASS Center)
Barbie Patch (NH)	Marty Jacobson (META)

**Agenda**

- YEAR 2 Budget discussion and Vote
- TST Work Group presentations
- Mentoring Pilot report
- Dissemination Event planning and organization
- Data Collection for State Directors
  - YEAR 1 Results – Annual Performance Report
  - Timeline for future APR Cover Sheet collection
  - Pilot results
  - YEAR 2 FII and data collection
- State Panel discussion
- CIG Collaboration
- Discuss future meeting dates and locations

Thursday, November 3, 2016

Call to order 11:00 am

Adjourned 4:30 pm

### YEAR 2 Budget Discussion

1. Tracie discussed the costs for the previous Dissemination Event (DE) in 2014.
  - a. YEAR 1 budget carryover of almost \$5,000 will go toward 2018 DE budget.
  - b. Only recommended increase to YEAR 2 budget is line item for 2018 DE – add \$600 per state which will total \$20,800.
    - i. Total consortium expenditures will increase from \$15,389 to \$15,989.
    - ii. All carryover for YEAR 2 will also go into DE budget – the hope is to have at least \$30,000 in DE budget by beginning of YEAR 3.
  - c. 2018 DE will be a three-day collaboration with other consortia scheduled for Sept. 19-20, 2018, at Hilton Hotel in Clearwater, FL.
    - i. IRRC has 1.5 days (Sept. 18-19).
    - ii. GOSOSY has 1.5 days (Sept. 19-20).
      1. Each CIG will pay its own portion.
      2. PI Consortium will not have a stand-alone event so will embed sessions throughout both IRRC and GOSOSY events – PI will pay for those room rentals.
      3. MiraCORE will not participate in the large collaborative event.
    - iii. Other logistical pieces (registration, etc.) are still being determined.
    - iv. GOSOSY will invite partner states to attend.
2. Some YEAR 1 costs were higher than budgeted.
  - a. Travel fees were higher.
  - b. Planning how to be more efficient (no lunch provided, combining meetings, etc.).
3. State directors (and proxies) vote:
  - a. Barbie Patch (NH) moved to accept YEAR 2 Budget as presented.
  - b. Lindsay Ickes (NE) seconded.
  - c. Motion carried unanimously.

### TST WORK GROUP REPORTS

1. Goal Setting Work Group  
(*Sonja Wilson, Joyce Bishop, Monica Lorinczova, April Dameron, Denise Rocha*)
  - a. The group is editing existing Goal Setting documents and materials.
    - i. Will create two manuals (one for OSY and one for facilitators)
      1. Facilitator training will be called “Goal Setting Workshop” (GSW).
      2. OSY goal setting exercise title TBD.
  - b. Comments and suggestions:
    - i. Translate all materials.
    - ii. Give suggestions for use for each activity.
    - iii. Rewrite introduction for facilitators:
      1. How to connect to *OSY Learning Plan*
    - iv. OSY guide will have introductions, not just handouts, that will correspond with GSW manual.

- v. Rewrite will liven up graphics, lessen technical terminology.
- vi. The group may explore how to make it mobile (use Captivate program – or similar – for use on phone).
- c. Voice Thread component
  - i. Will be updated with edits and new PPT.
  - ii. Video will be incorporated.
- d. The Goal Setting Work Group will work with the Learning Plan (LP) Work Group.
  - i. SMART goals will be used as ideas, but not terminology, in introduction.
  - ii. Will create bridge after final LP created.
  - iii. Will add all links in GSW guide for facilitators.
  - iv. Outline of achievability:
    - 1. Real motivation
    - 2. Clear steps
    - 3. Belief that you are capable
    - 4. Consequences if you do not achieve
- e. Will create Pacing Guide:
  - i. One hour = Activities 1 and 2, may combine
  - ii. Two hours = Activities 1, 2, 3
  - iii. Two sessions = Activities 1-4
- f. Tasks:
  - i. Complete changes to GSW facilitator manual.
  - ii. Complete OSY guide.
  - iii. Translate all materials.
  - iv. Complete Voice Thread.
  - v. Work with Learning Plan Work Group.
  - vi. Define what successful completion is (likely using a rubric) for the FII objective and evaluator.
  - vii. Change terminology on State Director Form from “Goal Setting Workshop” to “Goal Setting”.
    - 1. States may discuss with Marty Jacobson if they had any goal setting activity during YEAR 1 that should be reported.

## 2. Lit Review Work Group

*(Jessica Castañeda, Susanna Bartee, John Farrell)*

- a. The *GOSOSY Lit Review* will focus on Adverse Childhood Experiences (ACEs).
  - i. It will reference the primary ACEs study done by the Centers for Disease Control.
  - ii. Questions addressed:
    - 1. How does ACEs research affect OSY?
    - 2. What can service providers do to mitigate effects of ACEs?
    - 3. What are proven interventions?
  - iii. Will use established research and create a useful document for all staff.
  - iv. Will include correlation to suicide rate in migrant population.
  - v. Will include secondary trauma for service providers.
  - vi. Will include concepts of epigenetics.
  - vii. Deadline is 5/30/17.

3. Professional Development Work Group

(Lindsay Ickes, Sabrina Rivera-Pineda, Margarita Munoz, Joan Geraci, Lysandra Alexander, Olilia Coffta, Kiowa Rogers)

- a. The group is finalizing Module 1 PowerPoint– *OSY Instructional Action Plan*
  - i. Can be presented or viewed independently by service providers. Helps service providers connect resources (four simple steps on getting started).
    - 1. Includes PPT with voiceover and without as well as supporting documents.
    - 2. Includes Integrated Young Adult Learning Strategies.
    - 3. Pilot will occur at GA MEP conference in December 2016 and feedback will be incorporated.
  - ii. All documents will be changed from “positive learning environment” to “effective learning environment”.
  - iii. All documents will be changed from “adult learners” to “young adult learners”.
  - iv. Module 1 will be complete for presentation to TST at Spring 2017 meeting.
    - 1. Module(s) will be available on Professional Development page of GOSOSY website.
- b. Module 2 PowerPoint– *Motivating OSY*
  - i. Deadline is Spring 2017.
- c. Collaboration with Materials and Curriculum Work Group
  - i. Provided group with overview and copies of Module 1 plus supporting documents.
  - ii. Will work together on professional development to prepare practitioners to teach new *Mental Health Lessons*.

4. Materials and Curriculum Work Group

(Bob Lynch, Brenda Pessin, Peggy Haveard, Chris Norton)

- a. *Living in America* – “Using Money” lesson review
  - i. The group kept the conceptual design of original lessons, but suggested modifications.
  - ii. Prototype lesson: “Sending Money Orders”
  - iii. Decisions made by Work Group -
    - 1. Proposed modifications were accepted.
    - 2. No pre-/post-assessments will be added because the objective is English Language skills in a life skills context.
    - 3. 12/31/17 is the goal for completion of Parts A&B.
- b. *Mental Health Life Skills Lessons* review – “Stress” lesson
  - i. The group reviewed the lesson briefly and will submit feedback to Chris Norton (GENESEO).
  - ii. Will facilitate creation of accompanying video for instructors based on input from mental health professionals.
  - iii. Chose four lessons for ALRC audio/visual enhancement:
    - 1. Stress
    - 2. Anxiety
    - 3. Alcoholism
    - 4. Depression

- iv. Decided upon removal of “#6” from the final, short-answer question on pre-/post-assessments in all lessons (to make consistent with other pre-/post-assessments wherein the final, short-answer question is not numbered or graded).
- c. Rollout and Dissemination
  - i. New lessons will be featured on front page of GOSOSY website.
  - ii. Hard copies will be distributed to all state directors at Spring 2017 Annual Directors Meeting.
  - iii. Email blast concerning lessons will go out to all TST/SST members.
- d. Future plans
  - i. Finalize “Stress” lesson.
  - ii. Move forward with updating *Living in America* lessons.
  - iii. Find most effective way to leverage existing instructional materials.
  - iv. Begin updating *Looking for a Job*.
  - v. Review and decide what is relevant to be updated in PASS’s *Preparing for College*.
- e. Timeline:
  - i. Conference call planned for end of year.
  - ii. By 12/31/17 will have “Using Money” formatted and ready for review at February 2017 TST meeting.
    - 1. Will ask for a certain number of volunteers to pilot the lesson and offer feedback.
      - a. Final version will be the guide for updating the other four lessons.

4. Learning Plan Work Group

(Emily Hoffman, Sarah Braun-Hamilton, Margot Di Salvo, Mike Reho, Jan Lanier)

- a. Pilot Feedback Summary:
  - i. Average rating for the draft form was 3.6 out of 5.
  - ii. More examples for goals are needed.
  - iii. Greater flexibility in the form is needed to accommodate details.
  - iv. Implementation training is needed.
  - v. Lower readability is needed.
  - vi. Combine and simplify as much as possible.
  - vii. Clear definition of “goal completion” needed.
- b. Provider and Student versions will remain separate.
  - i. Forms have been revised per the feedback and discussion.
  - ii. Forms may be modified according to state and individual provider goals/wants/needs.
- c. Will be working with Goal Setting Work Group to incorporate the Learning Plans into Goal Setting materials.
  - i. Will create samples in alignment with examples used in Goal Setting materials.
    - 1. Example: pocket planning cards
- d. Next steps:
  - i. Host conference calls.
  - ii. Collaborate with Goal Setting.
  - iii. Create sample plans and brief instructions.

- iv. Finalize and provide to states asap.
- v. Consider options for portability.

5. ID&R Work Group

*(Jennifer Almeda, Ray Melecio, Heather Rhorer, Pedro Santiago, Barbie Patch, Deke Showman)*

- a. The group went through FII Activity 2.3 progress descriptions:
  - i. 2.3a - SST would prefer that all GOSOSY states use the competency tool developed by GOSOSY and IRRC.
    - 1. Must be completed and reported by all states by 6/30/17.
    - 2. States may use their own assessment tools as long as there is a proficiency rubric for reporting and reports are submitted to Marty Jacobson (META).
      - a. Each state may decide which recruiters take the assessment. Larger states need to include at least five recruiters; smaller states should assess as many as possible.
      - b. Online IRRC/GOSOSY assessment tool is still under revision.
        - i. All states (even non-members of IRRC) will have access.
        - ii. Each state will have a code to retrieve results individually.
  - ii. 2.3b – Work Group is slated to update materials that already exist on the GOSOSY website in YEAR 2. Updates were done at TST meeting and will be updated online asap:
    - 1. *Field-Based Recruitment*
    - 2. *ID&R Tips*
  - iii. 2.3b – Members of the TST Work Group piloted materials in their states and will provide training and technical assistance for adopting materials in all states in YEAR 2.
    - 1. Both *Field-Based Recruitment* and *ID&R Tips* will have videos created to promote best practices and use.
  - iv. 2.3d – For YEAR 1, the TST in collaboration with IRRC will use results to improve materials for adoption by all states in YEAR 2.
    - 1. Waiting to compile feedback from pilot results. Revisions will be made via conference call and presentation to IRRC Work Group.

6. Mentoring Pilot Report

- a. Pilot states were TN, NE, MA and NC.
  - i. Report from NE – Kiowa Rogers
    - 1. ESU 13 Regional Project in 2015-16: 19 counties, 39 school districts, 552 child count, 32 OSY
    - 2. Trained with Priyanka Sharma (World Education Inc.) in March 2016.
      - a. Proposed structure had to be revised due to timing, OSY limitations, etc.
      - b. Some mentoring had already been occurring, but was unstructured and inconsistent. Examples:
        - i. Justin, OSY with 7<sup>th</sup> grade education, completed a GED.
        - ii. Two students, Jorge and Herman, sent to Spanish HEP

- at University of Oregon.
    - iii. Tucker dropped out his senior year. MEP staff found him and helped him complete his course work and earn his diploma.
    - iv. Jose dropped out and went to Mexico. Returned and did not know he could re-enroll. MEP staff helped him re-enroll and earn his diploma.
- 3. 2014-15 statistics:
  - a. 20 OSY
    - i. 2 re-enrolled and completed high school
    - ii. 10 received services
    - iii. 2 received guidance
    - iv. 2 received life skills
- 4. Created *Take Charge!* Program as a version of proposed mentoring structure:
  - a. Term “mentor” was discarded in favor of “Take Charge!” to indicate each student is in control.
  - b. Used *Dreams for My Future* activity from Goal Setting materials.
    - i. Material was divided into three worksheets and used over several weeks.
- 5. Pivotal OSY Experience
  - a. Attempt at mentoring Giovanni was a failure although all indications were that she should get her diploma:
    - i. The student backed away and dropped contact.
    - ii. NE MEP staff realized they had not allowed student to set her own goals and it caused them to change way of thinking.
- 6. Shift in service model to new focuses:
  - a. Seek to understand OSY’s personal goals and dreams.
  - b. Lay aside personal agenda for the OSY and work the services into the OSY’s own agenda. Remember they are partners rather than students.
  - c. Services should be driven by OSY.
  - d. Seek to develop the potential the OSY already possesses.
  - e. Establishing trust is top priority.
  - f. OSY takes charge of future – we assess.
  - g. Look at OSY instruction in terms of achieving stated personal goals and dreams.
- 7. 2015-16 statistics:
  - a. 32 OSY
    - i. 1 re-enrolled and graduated from alternative high school
    - ii. 4 received instructional services
    - iii. 22 received support
    - iv. 10 received guidance
    - v. 7 received life skills
  - b. Mentoring Materials will continue to be revised and disseminated to all interested states later during YEAR 2.

## 2018 DISSEMINATION EVENT PLANNING

1. 2014 DE feedback – overall rating was 4.7 out of 5.
  - a. What worked best:
    - i. Registration
    - ii. Opening session
  - b. What needs improvement:
    - i. Networking and discussion time
  - c. Most effective:
    - i. Flash drives with pre-loaded materials
    - ii. Location
    - iii. Keynote speaker
    - iv. New tools
    - v. OSY Panel
    - vi. Session quality
    - vii. Technology resources
  - d. To be improved:
    - i. Guided networking
    - ii. More sessions
    - iii. Breakfast
    - iv. Internet access
    - v. Facilitation of OSY Panel
  - e. Suggestions and ideas:
    - i. More time for informal networking
    - ii. Option of electronic evaluations
    - iii. Vendors available
    - iv. Record presentations for future reference
2. 2018 Planning Committee formed:
  - a. FL, IL, KS, KY, MA, NE, NH, NJ, NC, TN
3. Planning Discussion:
  - a. Structure to be determined.
  - b. Keynote Speaker suggestions:
    - i. Proposed speakers-
      1. Sonia Nazario (*Enrique's Journey*)
      2. Reyna Grande (*The Distance Between Us*)
      3. Eva Longoria
      4. Dolores Huerta
      5. Dr. Alfredo Quiñones-Hinojosa (brain surgeon)
      6. Mackensie Alexander (NFL player)
      7. Jose M. Hernandez (astronaut)
    - ii. Discussion about importance of speaker stressing his/her OSY connection.
  - c. OSY Participation:
    - i. If OSY are invited to attend, idea to offer more than just the Panel experience.
      1. Some sort of leadership training
      2. Goal Setting prior to OSY Panel with panelists discussing their experiences



- d. Non-negotiable pieces:
  - i. OSY Panel with better facilitation and consistent theme (perhaps Goal Setting)
    - 1. Planned PPT presentation could offer better structure.
  - ii. Presenting materials developed by GOSOSY
    - 1. Strands should address each topic covered by the specific Work Groups.
  - iii. Sessions should be very hands on with actual materials use.
    - 1. Will continue requirement that each session has at least two hands-on activities.
  - iv. Sessions will include timely and important topics (i.e. human trafficking) for enrichment for all staff.
  - v. Will address needs of OSY who are preschool parents (collaborate with PI).
    - 1. Tie in with *Parenting Life Skills lessons*
  - vi. Mental Health component – ACEs

GOSOSY EVALUATION DATA COLLECTION– Marty Jacobson (META)

1. **Objective 1: Achievement & Learning Plans** Performance Measures and Results:
  - a. 1.1 75% of OSY participating in project-directed instructional services will demonstrate a 20% average gain between pre/post- assessments.
    - i. 84% made a 20% gain.
    - ii. 5% more OSY received services compared to the baseline.
    - iii. 16 states and 2,145 OSY used GOSOSY lessons.
  - b. 1.2 75% of OSY with Learning Plan will attain an average of 50% of the learning/achievement objectives.
    - i. Results will be reported in YEAR 2.
    - ii. Participation in Goal Setting training may culminate in a Learning Plan for OSY.
      1. Reporting instrument for both 1.2 and 1.3 will be finalized by February 2017 TST meeting.
  - c. 1.3 Attendance by 54 OSY (consortium wide) at Goal Setting Workshops and attain acceptable or above average score on GSW rubric.
    - i. Results will be reported in YEAR 2.
    - ii. Not every state has to host a Goal Setting Training as long as the total number reaches 54.
      1. Reporting instrument for both 1.2 and 1.3 will be finalized by February 2017 TST meeting.
  - d. 1.4 Rating 4 or above on 95% of YEAR 1 FII activities.
    - i. All activities rated 4 or above:
      1. 17 rated 5 (fully implemented)
      2. 4 rated 4 (partially implemented)
2. **Objective 2 Professional Development** Performance Measures and Results
  - a. 2.1 75% of staff completing Professional Development increase skills by 10% between pre-and post-assessment.
    - i. 84% made a 10% gain
    - ii. 184 trainings in 17 states
    - iii. 2,366 participants trained
  - b. 2.2 75% of states have average of five PD/mentoring collaborations.
    - i. 100% had five or more collaborations.

- c. **2.3** 75% of recruiters tested achieve “proficiency” on OSY ID&R skills assessment.
        - i. Results will be reported in YEAR 2.
        - ii. Each state has discretion over which recruiters take the assessment.
          - 1. Recommended five or more for large states and as many as possible for smaller states.
      - d. **2.4** Rating 4 or above on 95% of YEAR 1 FII activities.
        - i. All activities were fully implemented.
- 3. Objective 3 State Processes Performance Measures and Results**
- a. **3.1** Five products developed/adapted/vetted/adopted by 18 states.
    - i. Quality of Implementation (QI) Tool available by 9/30/2017.
    - ii. Results will be reported in YEAR 3 with QI due by 9/30/2018.
  - b. **3.2** GOSOSY Dissemination Event (DE) for 200+ staff is planned, implemented, evaluated.
    - i. DE survey will occur during YEAR 3.
4. Annual Performance Report Cover Sheets disseminated
- a. A copy was emailed to state directors 10/28/2016.
  - b. Each state needs signature and date by official who signed original proposal or someone at the same level if the original signer is no longer available.
    - i. Office of Migrant Education letter should be shared with officials.
      - 1. Letters and past reports can be obtained through META upon request.
  - c. Cover sheets should be sent via UPS or FedEx to arrive by 12/2/2016.
5. Pilot Results
- a. Recruiter Skills Assessment Tool (IL, KS, KY, MS, NY, SC)
    - i. 92% of those assessed in YEAR 1 scored proficient or better.
  - b. Learning Plan (NY, PA, KS, FL, VT)
    - i. 26 instructional staff provided reviews and ratings.
    - ii. Sample plans are included in the appendix of the annual performance report.
    - iii. 3.5 – 3.8 rating on 5-point scale.
    - iv. Suggestions:
      - 1. Describe appropriate audience.
      - 2. Include sample list of goals.
      - 3. Revisit progress measures.
      - 4. Offer training on appropriate uses of the form.
  - c. Goal Setting (NC, GA, MS)
    - i. 10 states provided 30 Goal Setting Workshops (GSW) using materials from previous consortia.
      - 1. 400 total OSY participated in GSWs.
6. What’s New in YEAR 2
- a. New FII:
    - i. 1.2a Update OSY Learning Plan template
    - ii. 1.2 b Work with OSY to complete Learning Plans
    - iii. 1.2c Provide instruction to OSY using GOSOSY materials aligned with Learning Plans

- iv. 1.3c Train Goal Setting Workshop facilitators
- v. 1.3e Conduct Goal Setting Workshops and evaluate progress
- vi. 2.2d Participate in training for staff on community-level interactors to increase OSY mental health literacy
- vii. 2.3b Collaborate/conduct OSY in-the-field recruiter training in collaboration with IRRC
- viii. 2.3c Administer OSY recruiter skills competency tools and analyze/summarize results in collaboration with IRRC
- ix. 3.1b Update the Lit Review on OSY research promising practices
- x. 3.1c Adapt and use online curricula and resource materials
- xi. 3.1f Design/adapt, pilot, and vet web-accessible lessons
- xii. 3.2a Integrate platforms for sharing OSY learning resources
- xiii. 3.2c Prepare content for GOSOSY DE at SST meetings
- b. 2016-17 Data Collection Checklist
  - i. Director/Coordinator Report due 9/20/17.
    - 1. Dropout rate, graduation rate, # identified, # served may be left blank for Year 2 if data is not available until after state's Consolidated State Performance Report is approved.
      - a. States should use whatever formula is used for other programs to calculate graduation and dropout rates. Federal guidance provides descriptions of how this is done.
      - b. Any state with fewer than 10 to report in a cohort does not need a specific number.
    - 2. Pre-/post-assessment results are not required for each OSY, but each state is should provide some results using the Life Skills Lessons.
    - 3. Multiple rows for OSY activities and professional development can be added as needed.
    - 4. Changes:
      - a. #3 will add a more detailed description or separation between columns - the number of GOSOSY lessons and the number that have pre-/post-assessments.
      - b. #4 will have Goal Setting Workshop language and column removed.
      - c. #6 will say "created by GOSOSY and IRRC" instead of "or".
      - d. #7 will have borders made clearer to ensure check boxes are in the correct place.
      - e. #8 language will be updated per Learning Plan changes.
      - f. #9 language will be updated per Goal Setting changes.
  - ii. OSY Professional Learning Activity Evaluation Forms are due asap after each activity.

PANEL DISCUSSION AND FOCUSED FEEDBACK ON STRATEGIES TO PROVIDE SERVICES FOR OSY

- 1. Written answers are submitted from NE, PA, and NC will be emailed to all SST members.

UPCOMING TST MEETING TIMES/LOCATIONS

Montgomery, AL - February 7-9, 2017  
 Chicago, IL- April 5-6, 2017

UPCOMING SST MEETING TIMES/LOCATIONS

Washington DC – Annual Directors Meeting –  
 March 6-8, 2017 (lunch or dinner meeting)