

**BASIC SKILLS INITIATIVE COMMITTEE
MINUTES
Tuesday, April 28, 2009
3:30 p.m.
Room 211**

Present			
Frank Rapp	Sydney Rice	Lianna Zhao	Deirdre Rowley
Kathleen Dorantes	Leticia Pastrana	Eric Lehtonen	
Dr. Bruce Seivertson	Norma Nunez	Frances Beope	

Absent	Robert Baukholt	Visitors	Recorder
Kathy Berry	David Zielinski	None	Martha Navarro
Allyn Leon	Ed Scheuerell		
Jose Velasquez	Patti Biley		

I. Approval of Minutes

The meeting was called to order at 3:40 pm in room 211. Minutes of April 7, 2009 were approved as amended.

II. Summer Institute

The meeting began with Frank Rapp passing a copy of the Basic Skills flyer that was created to advertise the summer institute. Frances and Norma recently tested 363 Calexico High School students and stated that they are not ready for the summer institute. They requested flyers so they can have counselors distribute them. Leticia Pastrana suggested placing a booth by the college center to advertise the summer institute. Deirdre Rowley will forward Frank Rapp the approved book list. Deirdre wanted to confirm if the reading lab will be used for the summer institute.

Kathleen stated that four tutors have been confirmed for the writing classes and Terry Norris has confirmed four for the reading classes. Kathleen also confirmed the pay for senior tutors to be \$9.50/hour. Frank requested the names of the tutors and mentioned he would like two tutors per class.

The committee members discussed the quota of the classes. Frances and Norma felt that instructors should allow 5 additional students per class in case others drop. Frank felt that it would be too much for the instructors. Dr. Seivertson suggested having a waiting list.

The committee discussed the summer institute classes being linked in webstar and how will students know if they are linked. It was discussed that instructors, counselors, and tutors were eventually meeting to discuss what is going on with the summer institute.

Deirdre asked if there was enough money in the budget so the institute can be repeated in the winter session. Frank responded that the funds would come out of the 2005/2006 Basic Skills budget.

The committee agreed to meet on Tuesday, May 5th at 3:30 pm.

III. Expenditure Plans

IV. Other

V. Adjournment

The meeting was adjourned at 4:28 pm.