



Special Populations Action Planning Team

Planning Meeting

November 17, 2023

Facilitated Virtually by Becky Foreman

Special Populations Planning Team Agenda

The Givens

Victory

Current
Reality

Commitment

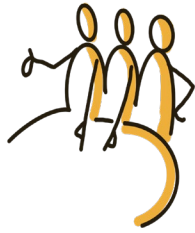
Key Actions

Timeline

Next Steps

Closing

1. The Givens



Project Name?

Special Populations

What is the goal of the project?

- LARAEC staff will work with the Supporting Special Populations APT to **identify student topics of interest**
- By June 2024, LARAEC will host at least 1 student-focused community topic
- By June 2024, LARAEC will host at least 1 teacher-focused professional development session supporting teachers who work with students with learning disabilities. LARAEC staff will work with the Supporting Special Populations APT to identify AWD topics

What have we accomplished to date?

Already presented

What is the timeframe?

November – June, 2024

2. Victory

Reflect back on the completed project or the day after the event... What do we see in place that indicates our success?

See? Hear? Touch? Smell? Taste?



More students are being served

More faculty members are aware of what LARAEC has to offer

People know where to go for resources and guidance

Teachers will have some practical strategies for supporting their AWD students

Content is accessible to all students – anything we put out (508, 504 compliant)

More resources for students preparing for nontraditional fields, single parents including single pregnant women, homeless individuals with mental health issues

3. Our Current Reality - TEAM:



Strengths: What are our strengths as a team?

- Committed to serving this community
- Have diverse perspectives and points of view
- Resources and networks each are connected to
- Knowledge and Experience



Weaknesses: What are our weaknesses as a team?

- Time constraints – stretched thin
- Resources we want not really active, don't have "connectors"
- Weakness: lack of proper equipment/infrastructure
- Technology sometimes goes too fast – hard to catch up
- team has just come together

3. Our Current Reality - SUCCESS



Benefits: What benefits will our success bring?

- DEI in our programs
- Students know we are trying to reach them
- Students engaged
- Array of resources available to students
- More positive outcomes of students completing their programs
- Student needs are met



Dangers: What obstacles or dangers do we anticipate confronting when we are highly successful?

- Don't have the staff to serve the high volume
- Not enough capacity/human resource to continue
- Miscommunication – impression we have things to offer that we actually don't

4. Our Commitment

What are we REALLY committed to accomplishing as a team? *



We are committed to

- LARAEC staff will work with the Supporting Special Populations APT to **identify student topics of interest**
- By June 2024, LARAEC will host at least **1 student-focused community topic**
- By June 2024, LARAEC will host at least 1 teacher-focused professional development session supporting teachers who work with students with learning disabilities. LARAEC staff will work with the Supporting Special Populations APT to identify AWD topics

* Concrete accomplishment at the end of the project...



What are all the actions our team will need to take to reach the commitment?

One action per sticky – 3 to 7 words – don't resize sticky notes



Our audience	Assign specific tasks to group members	Identify topic for teacher focused event	Identify Student related issues	Identify accessibility barriers	Narrow down special population group to be served			
Data Collection	Survey our students	Interview/survey students to get data/info	Survey our teachers	Interview	List resources			
Marketing	Identify steps to market the events to teachers and students	Market event						
Goal clarity	Make goals and expectations clear							
Logistics	Create calendar for concrete steps necessary to execute event	Determine key speakers	Identify platform to carry out event	Confirm modality of events – zoom or in-person?	Use current work force problems, not imaginary ones	Include graphic organizers	Identify liaisons in our network to support our goals	

CALENDAR

Task Group	First Step	Nov. - Dec.	Jan. - Feb.	Mar. - April	May - June	Behaviors	
Our audience	Narrow down special population group to be served	Identify topic for teacher focused event	Identify accessibility barriers	Assign specific tasks to group members	Identify Student related issues	Make goals and expectations clear	
Data Collection	Review student surveys	Review Teachers' surveys		List resources			
Marketing	Identify steps to market the events to teachers and students				Market event		
Logistics	Create calendar for concrete steps necessary to execute event	Identify liaisons in our network to support our goals	Confirm modality of events – zoom or in-person?	Identify platform to carry out event	Determine key speakers	Include graphic organizers	Use current work force problems, not imaginary ones



Next Steps

<u>What Next?</u>	<u>Who?</u>	<u>When?</u>
1. Select Co-Chairs	<ul style="list-style-type: none">•Sandra Lopez Orozco (interim)•Christie Dam (interim)	Today
2.		
3.		
4.		
5.		

Resolve: What is one thing we accomplished together today?

Overview
(Framework)

Good
review of
the process

Identified
our actions

Tangible
documentation

Selected
Co-chairs

Met the
team

Clarity

