



Mason County Promise Zone
Student Success Committee Meeting Minutes
Monday, February 26, 2024: 10 AM
Location: Lakeshore Resource Network

Present: Annette Quillan, Chad Riffle, Kathy Surd (arrived at 10:23), Joan Vidak

Absent: Amy Pepper, Monica Jewell (present online, non-voting, non-quorum)

- 1) **Call to order/Welcome:** Vidak called the meeting to order at 10:00 AM.
- 2) **Public Comment:** None
- 3) **Approval of Agenda:** Motion to approve the agenda by Riffle, with support from Quillan; Motion carried 3-0-3.
- 4) **Approval of Minutes from 1-22-24:** Motion to approve the minutes by Riffle, with support from Quillan; Motion carried 3-0-3.
- 5) **Business:**
 - a) **Success Coaching Role:**
 - i) Draft MOU—Review: The committee reviewed the draft MOU and made suggestions to address the following items:
 - (1) Outcomes defined—clarify that percentage of Promise-eligible seniors with completed plans should be for in-person students, and 95% rather than 100%. (Surd arrived at 10:23.); Quillan suggested that the role be funded for a four-year initial period, to provide consistency, and reviewed by MOU partners annually.
 - (2) Evaluation of Success—change the summer reporting date to be included in December, so that the coordinator can work through the month of August to support recent graduates.
 - (3) Additions/Deletions: Need to find a place to include that the role follows the school calendar, works up to 260 days, is expected to be present face-to-face when school is in-session, and that define the weeks (hours, days, etc.) of approved time off in the job description. Riffle suggested examining a WSESD contract to see how similar roles are described.
 - ii) Position—add to job description what role can or cannot do/outcomes/etc.? If the role is approved, Maloney will develop a handbook that outlines these activities.
 - (1) *Recommendation: Surd made a recommendation to the full Board to fund the hiring of two Success Coordinator roles in Mason County, to be hired by local school systems for a 2024-25 school year start, supported by Riffle; Motion carried 4-0-2.*
 - b) **Promise Numbers**
 - i) WSCC Retention Rates—Requested Additional Years of Data; Will be provided in March
 - (1) Data we’re receiving is persistence (year to year, including college transfers) not retention
 - (2) Met w/Kathi Doan to review past data requests: Maloney shared that Doan is looking into how Promise Scholars are coded in WSCC’s system, as there was a discrepancy between business office coding and the Promise’s definition of students being scholars if attending, whether or not they receive Promise funding.
 - (a) Quillan asked if there is a way to check to see if class cancellations impact student attendance of college, or the % of classes each year that are cancelled due to low enrollment.
 - c) **Educational Supplies Usage, 2024-25: Revisiting Award Structure/Requirements**
 - i) Registration Credit Requirement—Full/Partial?
 - (1) Review WSCC business office feedback
 - ii) Year 1: Orientation—2 July sessions will be offered by WSCC
 - iii) Year 2: First Year Seminar w/a C or better



- (1) *Recommendation: Quillan recommended that the ESA be awarded for scholars who enroll in 12 credits or more, and to maintain other previous requirements for the award, supported by Riffle; Motion carried, 4-0-2.*
- iv) 2024 Promise Scholar Handbook will be updated once a decision is made
- d) Promise Growth/Legislative Change Initiative Planning**
- i) Review item(s): Maloney shared a template for growth initiative planning that includes options for legislative changes, potential budget for items, and priorities so that the SCC can opt to use it for initiative planning in the future, if desired.
<https://docs.google.com/spreadsheets/d/1Ug6aLXKQvJ4u0TtXnoKIGQczhFKJd0q/edit?usp=sharing&oid=117106123491472654120&rtpof=true&sd=true>
- e) To-Thru College Advisory Workgroup:**
- i) To College: Waiting on dates from financial aid director: Maloney is finding a time to meet.
- ii) Thru College: Working on Show Up: April 10, 2024—Next meeting March 7@9AM
(1) Volunteers still needed
- f) Next Meeting:** 4th Monday at 10AM: Next meeting: April 22, 2024@10AM: Location: LRN
- i) Reschedule March Meeting? Vidak requested options for a reschedule date, in case items come up that require SSC revision at the next Board meeting. The rescheduled date discussed is Tuesday, April 2nd from 1PM-2:30PM; Maloney will send an invite once a location is confirmed.
- 6) Adjourn:** *Vidak moved to adjourn the meeting at 11:56 AM.*