



Minutes of the Executive Committee Meeting February 21, 2020

Approved

Date of approval: April 17, 2020

Initials: 

Call to order: A regular meeting of the Inland Adult Education Consortium Executive Committee was held at San Bernardino Valley College, 701 S. Mt Vernon, San Bernardino, California; President Conference Room 207 on Friday, February 21, 2020. The meeting convened at 8:10 a.m. Director Emma Diaz and Consultant Mitch Rosin conducted the meeting. Minutes recorded by Blanca Olguin.

Executive Committee Members in attendance

Mauricio Arellano	Superintendent, Redlands Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Kevin Horan	President, Crafton Hills College
Frank Miranda	Superintendent, Colton Joint Unified School District
Lorraine Perez	Assistant Superintendent, San Bernardino City Unified School District
Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS

Members not in attendance

Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Diana Rodríguez	President, San Bernardino Valley College

Designee (nonvoting)

Other(s) Present

Dana Carter	Principal, Yucaipa-Calimesa Joint Unified School District
Raul Pedraza Jr.	Vice Principal, Inland Adult Education Center, SBCUSD
Leticia Villa	Principal, Inland Adult Education Center, SBCUSD

Upon motion by Kevin Horan seconded by Cali Binks and approved by the affirmative votes of Arellano, Binks, Horan, Miranda, Perez, and Tshushima **Abstain:** None **Noes:** None; the Minutes of the Inland Adult Education Consortium Executive Committee meeting on December 13, 2019 were approved as presented, without changes.

1. Public comment

1.1 None

2. Reports

2.1 Governor's Preliminary Budget Allocation for 2020-2021

Emma Diaz shared that the 2020-2021 Governor's preliminary allocation will be officially released on February 28 in the CAEP newsletter. Right now, the Governor has added an additional \$12.3 million across the state for adult education. This would mean the Inland Adult Education Consortium would be getting the same as last year plus a little bit more.

Dr. Horan asked what the 12% would mean for the IAEC.

Ms. Diaz responded that it would roughly be about \$230,000.

2.2 State Guidance Updates

Emma Diaz talked about state guidance on the 2020-2021 COLA increase of 2.29%: "The CAEP State Office will release a memo in February detailing how the Governor's proposed COLA for CAEP members will be rolled out for the 2020-21 state fiscal year. All CAEP members are eligible for the COLA. The COLA will be based on the member's allocation percentage from the prior year's CFAD – so if a member receives 20% of the consortium allocation in the CFAD, they will receive 20% of the COLA provided to the consortium." The state will have updated information on February 28.

2.3 Marketing Update

Emma Diaz reported that the radio commercial ran for two weeks. Jorge ran Google analytics and it showed a spike on all the activity during those two weeks the commercial ran. The transition counselors handle the AEBG Hotline; they do an initial intake with the students and refer them to the members based on the program. Just in a six-month period, they have serviced over 800 students.

Dr. Tsushima asked if there was any data showing all of it, and where the students are being referred.

Ms. Diaz responded that Jorge has all the information.

2.4 Conference Report Out

Dana Carter presented on the CAEAA conference held January 29-31, 2020. He said that during this conference is where updates/new policies are shared-out; everything is in one-room where everyone can hear the same thing vs breakout sessions. He talked about: CAEAA/CCAEE how they developed a partnership resolution to form a Political Action Committee (PAC); 19-20 Legislative Priorities; Engaging in Advocacy; CDE & CAEP updates; Ed Code Clean Up; CTE; Budget Update; Census; and Immigrant Integration. Mr. Carter recommended a presence from the IAEC at future events and thanked the Executive Committee members for their consideration in the COLA allocation and forward thinking. He said that if any further details are needed to please reach out to him.

Mr. Miranda said he is familiar with the funding piece and talked about the impact funding has on a multiyear. He thanked Mr. Carter for sharing that there are conversations going on in Sacramento and for the great information he provided during the presentation.

Ms. Diaz shared-out her experience at the ACCE 2020 Conference. She said that ACCE is the non-credit in continued education organization from the state. SB554 was addressed; it is the collocated college program at adult education sites or the non-credit courses for adult education students. Chaffey presented on it because they are the piloting campus and their recommendation was to wait on additional guidance. Not all the updates were given.

3. Discussion items

3.1 Quarter 2 Student Data Integrity Report (DIR)

Emma Diaz reviewed the DIR for quarter 2 and asked the members what other data they would like to see in preparation for the CFAD discussion. She talked about the process of the MOE years 2015-2016; the growth money received was \$2,996,771.00; and total amount disbursed was \$9,623,533.00. The Data Integrity Report (DIR) is a mandated report using CASAS TOPSpro Enterprise as of 16-17; colleges report every semester and adult schools quarterly.

3.2 Consortium Fiscal Administration Declaration (CFAD)

Emma Diaz reviewed the CFAD annual allocation. Due to the IAEC having a fiscal agent, funds are disbursed early in August. She talked about the progression of the years in regards to funding and fluctuations. May 2nd is the deadline for CFAD.

Mr. Carter said that the beauty of having SBCCD as the fiscal agent is that you can flat-fund forward, take the increases, keep it at the fiscal agent, and circumvent that issue by doing the planning before you disseminate the funds.

Mr. Rosin said that there are two funding models from the state: Direct Funding and Fiscal Agent. Direct funding means you get a check directly from the state. Consortia with a fiscal agent have more flexibility as things change and funds are received early on; as to direct funding consortia are still waiting on month eight for funding and are struggling because they have not received a cent.

Ms. Diaz said that one of the other advantages of having a fiscal agent is that funds can be parked, later revisit, discuss, and allocate.

Dr. Tshushima asked about how the Regional Plan fits in with the IAEC plan and how it was built. She asked if there is any way to compare.

Mr. Rosin responded that the annual plan gets replaced annually using new goals and LMI data; the annual Retreat in June is to review, compare, and grow.

Ms. Diaz further elaborated how the Hub Groups' work was used to grow from AB86 into the new AB104 legislation.

Mr. Rosin said that maybe they can bring the data that is already there to help them understand and recommended that administrators run the DIR reports for the IAEC Executive Committee members.

Mr. Arellano asked which historical data is already on the list to present.

Ms. Diaz said that she could share the enrollment, persistence levels, and outcomes from DIRs.

Mr. Rosin said that the data that is already available could be shared; he could show what it means, and how to use it.

Mr. Carter said that reports are easily accessible to the administrators; the only caveat is using the same date range to be able to compare similar data.

Ms. Binks would like to know which information could be shared regarding the community colleges.

Ms. Diaz responded that she could share how transition counselors are helping students, costs regarding IAEC staff, etc.

Mr. Arellano asked if there is a way to determine an unofficial carry over.

Ms. Diaz replied that March 1 is the deadline for quarter 2 and she should be able to have a snap shot of what the first and second quarter would look like in Fiscal.

Mr. Miranda asked if on the program side of adult education, there is an evaluation.

Mr. Rosin replied yes, if the member is WASC accredited. CAEP looks at persistence rate, per pupil spend, number of high school graduates and number of ESL transitions. The federal table has six levels of adult education and ESL; how many students are progressing through those levels is a determining factor from the state on teacher effectiveness.

4. Old business

4.1 None

5. New business

5.1 None

6. Announcements

6.1 Upcoming Conferences and Events

Emma Diaz shared the information for the upcoming conference and events:

- Non-Credit MIS Data & Accountability Summit on February 28, hosted by SBVC
- TDLS (OTAN) on March 6-7, Sacramento
- COABE on April 5-8, Baltimore, MD
- CCAE on April 23-25, Sacramento
- CASAS Summer Institute on June 23-25, Anaheim
- GED Annual Conference on July 27-29, Atlanta, GA

6.3 Executive Committee Meeting Dates

Emma Diaz reviewed the Executive Committee meeting dates:

- March 13, 2020 (CFAD Discussion)
- April 17, 2020 (CFAD Vote)
- May 15, 2020
- June 3, 2020 (Annual Plan Retreat)

6.4 Workforce Readiness Certificate

Cali Binks shared that in collaboration with Dr. Horan, they were able to resolve the issue of the Workforce Readiness certificate.

7. Closed Session

7.1 None Requested

8. Adjournment

Motioned by Cali Binks seconded by Mauricio Arellano, the meeting adjourned at 9:29 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, March 13, 2020 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President Conference Room 207.