




Minutes of the Executive Committee Meeting June 3, 2020

Approved

Date of approval: June 17, 2020

Initials: 

Call to order: Due to COVID-19, a virtual meeting of the Inland Adult Education Consortium Executive Committee was held via ZOOM: <https://cccconfer.zoom.us/j/99314081165> on Wednesday, June 3, 2020. The meeting convened at 7:33 a.m. Director Dr. 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
Cuauhtémoc Avila	Superintendent, Rialto 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
Diana Rodríguez	President, San Bernardino Valley College
Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS

Members not in attendance

Designee (nonvoting)

Others Present

Dana Carter	Principal, Yucaipa-Calimesa Joint Unified School District
Raul Pedraza Jr.	Vice Principal, Inland Career Education Center, SBCUSD
Brian Pope	Principal, Colton Joint Unified School District
Jorge Saucedo-Daniel	Assistant, Inland Adult Education Consortium
Jesus Galdamez	Vice Principal, Inland Career Education Center, SBCUSD
Leticia Villa	Principal, Inland Career Education Center, SBCUSD
Robin Gonzales	Vice Principal, Redlands Unified School District

IAEC Virtual Vote Record

Motion: Approval of May 15, 2020 IAEC Executive Committee Meeting Minutes.

Motion by: Cali Binks

Second by: Diana Rodriguez

Discussion: None

Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Avila, Superintendent, Rialto USD			x
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Lorraine Perez, Asst. Supt., San Bernardino City USD	x		
Diana Rodriguez, President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		

The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on May 15, 2020 were approved as presented, without changes.

1. Public comment

1.1 None

2. Reports

2.1 None

3. Discussion items

3.1 May Budget Revise

Emma Diaz reviewed the CAEP Revised Consortium Allocations for 2020-21 Memo received from the state. It addresses the reduction in funds of 12.105...% = \$1,328,640.85 for the Inland Adult Education Consortium. All members across the board will be cut 12.105...%. The reduction is already reflected on the NOVA system and needs to be recertified by June 30, 2020. Ms. Diaz read a portion of the Memo for better understanding of the guidance, “Per EC84914 (2) for any year for which the chancellor and the Superintendent allocate an amount of funds to the consortium less than the amount allocated in the prior year, the amount of funds to be distributed to a member of that consortium shall not be reduced by a percentage greater than the percentage by which the total amount of funds allocated to the consortium decreased . . .”

Mr. Rosin stated that this is the first round and the Consortium will be going through this process again.

Ms. Binks asked if the budget can be adjusted.

Mr. Rosin responded that it is the budget that the Governor has given and it must be accepted and addressed.

3.2 State Guidance: Reallocation of funds to fill budget gap for 2020-2021 as a one-time allocation

Emma Diaz talked about the reallocation of funds to fill budget gaps for 2020-2021 as a one-time allocation. Other consortia have bylaws that guide them through a process of reduction, IAEC does not because generally the way the Executive body has worked in the past is to choose to discuss each item as it comes up and consider the circumstances. The discussion today, but not necessarily under any type of bylaws, is to be able to adjust and to address the needs of each member.

Mr. Rosin stated that aside of the fact that the budget cut must be accepted; the state is providing guidance on what can be done to work with that cut. The state is encouraging to look at the Consortium as a whole, not as individual members. Anything that is done internally would be considered a one-time allocation as a way to help each other through this budget crisis and buy some time until able to make a bigger decision down the road.

Dr. Perez with San Bernardino City Unified School District stated that she had been in conversation with Mr. Rosin and Ms. Diaz a couple of days ago and in looking at where ICEC stands in quarter three and working the numbers of what it will look like after quarter four, they assembled and SBCUSD recognizes that in having the larger of the budgets as it relates to the entire consortium, they are offering under the guise of a one time, to meet the offset that is required. Although they know and anticipate the potential of members having some carryover that can help offset individual districts but that might not be the case collectively, and keeping in mind the collective approach, SBCUSD is prepared to do that as a district.

Mr. Rosin asked if Dr. Perez had a dollar amount.

Dr. Perez responded yes, in working the math they originally looked at \$475,000.00 factual numbers but the actual numbers are around \$469,000.00 but will leave some sort of a buffer and as people's carry over gets realized they can anticipate that it might not be that much. She stated that it was a discussion with the SBCUSD cabinet team. On behalf of the entire team, Janie, as the CBO looked at implications for the district and with the leadership at ICEC, just so that everybody is involved in those decisions, it was a team conversation and effort.

Mr. Rosin clarified that San Bernardino City Unified School District is offering to fill the Inland Adult Education Consortium members budget cut completely. He said that this would let the State Assembly and Senate figure out what is happening with all the money and no IAEC district would have to realize any program cuts.

Ms. Binks thanked Dr. Perez and stated that this offer demonstrated the collective impact model and the heart of what we all want to do for our entire region. She asked to extend a thank you to her team and Dr. Vollkommer.

Ms. Diaz said that IAEC appreciates it; because some smaller budgets would have had had to consider either reducing programs and offerings and that is not what we want for the community right now.

Individual member districts thanked SBCUSD for offering to cover the offset in the ZOOM chat box.

4. Old business

4.1 None

5. New business

5.1 12.105...% May Revise budget cut and new funding levels for each Member District

IAEC Virtual Vote Record

Motion: Acceptance of May Revise budget cut of 12.105...% and new funding levels for each Member District as follow:

IAEC Member Agency	2020-21 CFAD	12.105% Budget Cut	Revised 2020-21 CFAD
Colton JUSD	\$636,304	\$77,025	\$559,279
Fiscal Agent held COLA	\$245,710	\$29,743	\$215,967
Redlands USD	\$506,512	\$61,313	\$445,199
Rialto USD	\$1,105,470	\$133,817	\$971,653
SBCCD	\$518,811	\$62,860	\$455,951
SBCUSD	\$7,097,021	\$859,094	\$6,237,927
SB County	\$237,303	\$28,726	\$208,577
Yucaipa-Calimesa JUSD	\$628,383	\$76,066	\$552,317
TOTALS	\$10,975,514	\$1,328,644	\$9,646,870

Motion by: Cali Binks

Second by: Mauricio Arellano

Discussion:

Dr. Miranda asked if there is a change, when will this be revised, what is the next step in the process for the approval, and where does it go after this.

Mr. Rosin responded that there will be multiple changes, as it is already indicated as a possible June and August revise after the tax revenues are received by the state. He said, that as soon as the Consortium is notified that there are any adjustments, they will bring this to the next Board meeting, would need to vote before any amendments can be done in CFAD and in NOVA. Emma and I will go into NOVA, we will enter that right-hand column revised amounts and you will see the actual reductions to your allocation. You will then get a notice that you need to approve in NOVA and a notice will include a note from Ms. Diaz stating that per the Board vote on June 3, 2020 you are asked to approve this reduction to your CFAD. This is your new base funding, once everybody approves it in NOVA, the red that is currently there showing that we are 1.3 million over will go away.

Ms. Diaz talked about the process in NOVA and the timeline. She will be creating the MOUs now to be able to write the checks for the \$9.6 million to go out to all members. Some of them might make the June/July Board. Once the districts sign, they come back and they go to the college August Board. The money is usually received the middle of August; she has 45 days per the legislation to send those funds out to all members so they will receive their base funding from the Fiscal Agent sometime in September.

Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Avila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Lorraine Perez, Asst. Supt., San Bernardino City USD	x		
Diana Rodriguez, President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		

Motion carried unanimously by all present.

5.2 Reallocation of Carry Over Funds

IAEC Virtual Vote Record

Motion: To approve the reallocation of San Bernardino City Unified School District funds up to the amount of \$475,000.00 to fill the Inland Adult Education Consortium budget cuts from the Governor’s May Revise.

Motion by: Cali Binks

Second by: Frank Miranda

Discussion:

Dr. Miranda asked about the minimum reserves that the district is able to maintain.

Mr. Rosin responded that the state prefers that members remain under 40% carry over. But there is no minimum. They have a maximum. They want members to spend at least 60% of their annual allocation each year; 15% per quarter. If you are under the 60% in Q4, you need to have a justification in NOVA for what those funds are going to be spent for.

Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Avila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Lorraine Perez, Asst. Supt., San Bernardino City USD	x		
Diana Rodriguez, President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		

Motion carried unanimously by all present.

6. Announcements

6.1 Annual Plan Retreat

Emma Diaz announced the Annual Plan Retreat for today from 9:00 a.m. to 12:00 p.m. via ZOOM and Mural.

6.2 Upcoming Conferences and Events

Emma Diaz shared that some of the upcoming conferences and events have been cancelled or have yet to be determined:

- COABE – Virtual June 29 – July 2, 2020 AND July 6 – July 9, 2020
- CAEP Summit – Virtual October 5-7, 2020

6.3 Executive Committee Meeting Dates

Emma Diaz reviewed the upcoming Executive Committee meeting dates:

- August 7, 2020: Executive Committee (ZOOM: Annual Plan Vote)

7. Closed Session

7.1 None Requested

8. Adjournment

Motioned by Frank Miranda seconded by Cuauhtémoc Avila, the meeting adjourned at 8:00 a.m.

The next virtual meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, August 7, 2020 at 8:00 a.m. via ZOOM, link TBD.