



Minutes of the Executive Committee Meeting April 19, 2019

Approved

Date of approval: May 17, 2019

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, April 19, 2019. The meeting convened at 8:06 a.m. Director Emma Diaz, Consultant Mitch Rosin, and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Blanca Olguin.

Executive Committee Members in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Kit Alvarez	Administrator ROP, San Bernardino County Superintendent of Schools
Mauricio Arellano	Superintendent, Redlands Unified School District
Cuahtémoc Avila	Superintendent, Rialto Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Kevin Horan	President, Crafton Hills College
Diana Rodríguez	President, San Bernardino Valley College

Steering Committee Members in attendance

Dana Carter	Yucaipa-Calimesa Joint Unified School District
Brian Pope	Principal, Colton Joint Unified School District

Members not in attendance

Dale Marsden	Superintendent, San Bernardino City Unified School District
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Designee (nonvoting)

Other(s) Present

Amanda Corridan	Assistant Superintendent, Colton Joint Unified School District
Lorraine Perez	Assistant Superintendent, San Bernardino City Unified School District
John Carranza	Vice-Principal, Inland Adult Education Center, SBCUSD

Upon motion by Jerry Almendarez, seconded by Kevin Horan and approved by the affirmative votes of Almendarez, Alvarez, Arellano, Avila, Binks, Horan, and Rodriguez **Abstain:** None **Noes:** None. The Minutes for the Inland Adult Education Consortium Executive Committee meeting on March 15, 2019 were approved as presented, without changes.

1. Public comments

1.1 None

2. Reports

2.1 CAEP Guidance

Emma Diaz reviewed the CAEP guidance dates:

- May 2, 2019: CFAD Due in NOVA
- May 17, 2019: Vote on Three-Year Plan
- June 7, 2019: Three-Year Plan Due / Annual Plan Retreat
- July 18, 2019: Review of Annual Plan
- August 2, 2019: Vote on Annual Plan
- August 15, 2019: Annual Plan Due
- August 26, 2019: Practice with Promise Report Due

2.2 CAEP 2018-2019 Deadlines

Emma Diaz reviewed the state deadlines:

- April 30, 2019 – Q3 DIR
- May 2, 2019 – CFAD Due
- June 1, 2019 – Q3 Expenditures due in NOVA
- June 7, 2019 – 2019-2022 Three-Year Plan due in NOVA
- June 30, 2019 – Data & Accountability close out in Chancellor’s MIS System
- July 31, 2019 – Full Year DIR
- July 31, 2019 – 2018-19 Full Year Expenses due in NOVA
- August 15, 2019 – 2019-20 Annual Plan due

2.3 COABE

Emma Diaz reported out on the COABE Conference presentation *Unmasking Mindsets: How Counseling Strategies Can Eliminate Barriers to Transitions*; out of state attendees were impressed on how California is restructuring adult education; there was a lot of positive feedback in regards to strategies on how to overcome barriers. She said that Alex Jaco and Maria Duran co-presented and did a wonderful job.

Mr. Pope shared that it was his first time he attended the conference and found it greatly beneficial.

Mr. Carter shared that he attended targeted strands that will help his programs grow.

2.4 CASAS

Emma Diaz noted that Brian Pope hosted CASAS Training at Colton Joint Unified School District Adult School, two sessions were held on April 10th. Jay Wright presented on *CAEP Agency Performance and Persistence Face to Face*. The hands-on interactive session addressed some basic questions on what are the next steps to do with the data for decision-making.

3. Discussion items

3.1 Three-Year Plan

Emma Diaz reviewed each item from the 2019-2022 Three-Year Plan draft; she said that section 2.1 is the Executive summary. It was worked on in April 10th at CJUSD Adult School. Becky Foreman facilitated the planning. This will go to the state on June 7th; input from today’s meeting will be reviewed by the Steering Committee on May 7th.

Mr. Carter stated that he appreciates the collegiality Adult Education Principals have, the structure within the Consortium allows them to share what they have and know what each member offers so they can make referrals.

Mr. Pope said the conversations were tremendously helpful; it helped him realize where each district fits in the puzzle so they can better serve the entire Consortium.

Mr. Almendarez said the Consortium would not work if the Superintendents were not working together.

Mr. Rosin reminded the members that this is the framework for the next three years; the Annual Plans for the next three years must align to the Three-Year Plan.

Ms. Binks thanked Ms. Foreman, Mr. Rosin, and Ms. Diaz for structuring/facilitating the Three-Year planning.

Mr. Carter shared a little about the Spanish GED pilot; part of the learning curve was that they found that some of the students in the course were not appropriate for the course; their academic level was more ABE. He said they recalibrated, numbers decreased but the success rate increased. He said to offset the cost, they used CalWORKS funding to get GED vouchers; it has turned out to be very beneficial for the students.

4. Old business

4.1 None

5. New business

5.1 Fiscal Declaration

Motion: Moved by Jerry Almendarez seconded by Kit Alvarez to continue with San Bernardino Community College District as the Fiscal Agent.

Discussion: Mr. Almendarez would like to continue with the Fiscal Agent model.

Yea: Jerry Almendarez, Kit Alvarez, Mauricio Arellano, Cuauhtémoc Avila, Cali Binks, Kevin Horan, and Diana Rodriguez **Nay:** none **Absentee voting:** none **Abstain:** none

Motion carried

5.2 CFAD/COLA Preliminary Allocation

Motion: Moved by Mauricio Arellano seconded by Kit Alvarez to approve the 2019-2020 CFAD/COLA preliminary allocation funds of \$359,530.00 to be parked with the Fiscal Agent until further discussion.

Discussion: None

Yea: Jerry Almendarez, Kit Alvarez, Mauricio Arellano, Cuauhtémoc Avila, Cali Binks, Kevin Horan, and Diana Rodriguez **Nay:** none **Absentee voting:** none **Abstain:** none

Motion carried

6. Announcements

6.1 Executive Committee Meeting Dates

Emma Diaz reviewed the Executive Committee meeting dates and talked about new changes/additions:

- May 17, 2019

-July 18, 2019*

-August 30, 2019

- June 7, 2019

-August 2, 2019

-September 27, 2019*

Mr. Rosin mentioned that the July 18th meeting was added to sunshine the Annual Plan.

6.2 Conferences and Presentations

Emma Diaz mentioned the upcoming Conferences:

- CCAE: April 24-27 in San Diego – Presenting
- CASAS: June 11-13 in Anaheim – Presenting
- GED Annual Conference: July 24-26 in Chicago
- IAEC Super Consortia Professional Development: August 1st at SBVC B100
- HACU: October 5-7 in Chicago, IL
- CAEP Summit: October 29-30 in Orange County

Ms. Diaz shared that she will be attending the GED Annual Conference to find out more on how to potentially give students college credit. She also announced that Colton JUSD has the community cabinet meeting in a couple of weeks; Yucaipa-Calimesa JUSD is revamping the community cabinet meeting; Rialto USD had the initial WASC visit; all the members are now accredited.

Ms. Binks announced that Dana Carter, Principal, Adult School, Yucaipa-Calimesa Joint Unified School District was named State Principal of the Year.

7. Closed Session

7.1 None

8. Adjournment

Moved by Kit Alvarez seconded by Cuauhtémoc Avila the meeting adjourned at 8:51 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, May 17, 2019 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President Conference Room 207.