



## Minutes of the Executive Committee Meeting December 18, 2015

Date of approval: February 26, 2016

**Call to order:** A regular meeting of the Inland Adult Education Consortium Executive Committee was held at San Bernardino Valley College, 701 S Mount Vernon Ave, San Bernardino, California, conference room B112 on December 18, 2015. The meeting was convened at 8:16 a.m. Coordinator Emma Diaz, Director Henry Hua, and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Blanca Olguin.

### Members in attendance:

Cali Binks	Yucaipa-Calimesa Joint Unified School District
Cuauhtémoc Avila	Rialto Unified School District
Dale Marsden	San Bernardino City Unified School District
Gloria Fisher	San Bernardino Valley College
Jerry Almendarez	Colton Joint Unified School District
Lori Rhodes	Redlands Unified School District

### Members not in attendance:

Cheryl Marshall	Crafton Hills College
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### Designee (nonvoting):

Bryan Reece	Crafton Hills College
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## 1. Public comments

1.1 None

## 2. Reports

### 2.1 Funding Update

Emma Diaz gave a brief update on AEBG funding from July 1, 2015 – December 31, 2017, our consortium was awarded \$2,996,771.00 and funding is good for 3 years (changed from 1 year), 2015-2016 has been apportioned in 12 months and it can be spent over 3 years. Important student data and outcomes will be collected from July 1, 2015 thru June 30, 2016 and the next funding will be announced on February 28, 2016.

### 2.2 AEBG Deliverables

Emma Diaz shared that the State received and reviewed the Governance Plan Template (approved November 8, 2015), the amended Three Year Consortia Plan Template, the Annual Plan Template, the Member Funding form (no signatures required), and the Member Performance Measures; a confirmation letter was received December 8,

2015. The other deadline was December 11, 2015 for the breakdown of expenditures, which was submitted and certified on December 10, 2015.

### 2.3 Hanover Report

Emma Diaz reported that Hanover Research conducted in-depth interviews with individuals from 17 different consortia and the Inland Adult Education Consortium was one of those interviewed and featured in the report, "Consortium Governance Structure to Maximize Implementation Success," it was on the State website in November 2015.

### 2.4 AEBG Reader's Conference

Emma Diaz presented on the conference held at Sacramento on December 1-2, 2015, only project coordinators were invited and were grouped by geographic region: Riverside Consortium; Chaffey Consortium; Victor Valley Consortium; and Barstow Consortium and were asked to review the AEBG plans submitted by group and a questionnaire was submitted by the entire group and it included: Similarities among consortia plans; differences observed among plans; 1-2 interesting facts about the plans; 1-2 ideas should be highlighted as "Promising practices;" how can plans be further strengthened and takeaways after reviewing the plans. Greg Hill, from West Ed., shared the consortia allocations; the funding by program areas are: 42% to Adult Basic Education; 33% to ESL for a total of 75% to Basic Skills; 19% of total funding was allocated to programs in Careers and Technical Education and Pre-Apprenticeships; the remaining 7% went to support Adults with Disabilities, Adults in the Workforce, and Adults Training to Support Child School Success. The consortia allocated 56% of their total funding available to address gaps in services: a combined 35% to Seamless Transitions and Accelerated Learning; and a combined 8% to Professional Development and Leveraging Regional Structures.

### 2.5 Regional Website

Emma Diaz gave an update of the Inland Adult Education Consortium website: <https://invis.io/BN57T6UQR>

## 3. Discussion items

### 3.1 Ceremonial Signing

Emma Diaz asked if another Board would be willing to host the ceremonial signing where a press release could be done to show that we are working together on the Governance piece.

Cali Binks suggested to reserve a facility and all Superintendents and College Presidents can come with the Board Presidents or whomever they choose to represent them.

### 3.2 Next Meeting Dates

Henry Hua encouraged the Executive Committee members on being flexible to be able to at least meet once a month because critical decisions are being made especially in the next couple of months.

Cali Binks mentioned that the Executive Committee will try their best to be flexible and available.

## 4. Unfinished business

### 4.1 Finalize the Annual Plan Template – Allocation of Funding for Year 1

**Motion:** Moved by Lori Rhodes and seconded by Cuauhtémoc Avila to submit the Annual Plan Template for the allocation of funding for year 1 as they are with signatures

**Yea:** Cali Binks, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:**

**Absentee voting:** Cheryl Marshall

**Motion carried.**

#### 4.2 Approve the Three Year Plan Template

**Motion:** Moved by Cali Binks and seconded by Cuauhtémoc Avila to approve the Three Year Plan template and send it out to the State

**Yea:** Cali Binks, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:**

**Absentee voting:** Cheryl Marshall

**Motion carried.**

### 5. New business

#### 5.1 Use of Consortium Funds: Regional Comprehensive Plan; Stability of Programs; New Programs in Alignment with the Regional Vision of Working Together

**Motion:** Moved by Cuauhtémoc Avila and seconded by Cali Binks to table the stability of programs and the new programs in alignment with the regional vision of working together

**Yea:** Cali Binks, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:** Dale Marsden

**Motion tabled until the January 22, 2016 meeting or until more data is available.**

### 6. Announcements

#### 6.1 Timeline for next steps

Emma Diaz mentioned that she and Henry are working on the timeline.

### 7. Adjournment

Upon motion by Cuauhtémoc Avila and seconded by Cali Binks, the meeting was adjourned at 10:13 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, January 22, 2016 at 9:30 a.m. at the San Bernardino Valley College, 701 S Mount Vernon Ave, San Bernardino, California, conference room B112.