



Minutes of the Executive Committee Meeting April 29, 2016

Date of approval: May 13, 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 April 29, 2016. The meeting was convened at 8:09 a.m. Director Henry Hua, Coordinator Emma Diaz, and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Blanca Olguin.

Members in attendance:

Cali Binks	Yucaipa-Calimesa Joint Unified School District
Cheryl Marshall	Crafton Hills College
Cuauhtémoc Avila	Rialto 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:

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

Karen Bautista	San Bernardino City Unified School District
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Guest:

Donna Ferracone	San Bernardino Community College District
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Upon motion by Cheryl Marshall, seconded by Gloria Fisher and approved by the affirmative vote of Cali Binks, Cuauhtémoc Avila, Cheryl Marshall, Gloria Fisher, Jerry Almendarez, and Lori Rhodes (Noes: none), the minutes for the Executive Committee meeting on March 25, 2016 were approved as presented without changes.

1. Public comments

1.1 None

2. Reports

2.1 COABE National Conference

Karen Bautista, Henry Hua, Emma Diaz, and Cali Binks shared the COABE National Conference experience. Inland Career Education Center presented on Career Pathways: A Systematic Approach. It provides adult students

with a bridge to postsecondary education and the labor market. It is a national conference where everything that is going on in other states, is shared; the hope is that the consortium is an active participant during next year's conference. The consortium was well represented: we had Cali Binks, Yucaipa-Calimesa Superintendent, as the Executive Committee representative, Karen Bautista, Inland Career Education Center Steering Committee representative, faculty from the adult school and community college. It was a positive experience; there was a lot of collaboration and passion.

2.2 CFAD Item 2: Membership from County Office of Education

Emma shared that per State legislation: County Office of Education needs to be a voting member of our consortium. Henry Hua and Emma Diaz met with Mr. Ted Alejandre on April 5th and he was very receptive in terms of supporting the consortium. They are not seeking apportionment and they would serve as advisory and could approve to send a representative; quorum will not be affected.

3. Discussion items

3.1 CFAD Items 1, 4, and 5: Submittal of Consortium Fiscal Administration Declaration (CFAD) and AEBG AB104 Block Grant Consortium Member Allocations and Signature Block for CFAD

Emma Diaz shared the updated information on the previously approved allocations: Yucaipa-Calimesa and Rialto numbers were corrected. The summary will be submitted to the State along with the Annual Plan. The signatures from the Executive Committee members were collected to submit the revisions to the State. Deadline for submittal is May 2, 2016.

4. Unfinished business

4.1 Approval of Amendments to the Current 2015-2016 AEBG Annual Plan

Motion: Moved by Lori Rhodes, seconded by Cuauhtémoc Avila to approve the recommended changes with amendments to include activities not listed previously reflecting allocations to each consortium member on Table 4.2 – Objective 4: Key Activities for Addressing Gaps and Table 4.4 – Objective 6: Key Activities for Professional Development Collaboration. The State deadline for submission is May 15, 2016.

Yea: Cali Binks, Cheryl Marshall, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:** none
Motion carried.

5. New business

5.1 CFAD Item 3 - Consortium Fiscal Agent vs. Direct Funding

Motion: Moved by Gloria Fisher, seconded by Jerry Almendarez to approve the continuance of allocations through a Fiscal Agent

Yea: Cali Binks, Cheryl Marshall, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:** none
Motion carried.

5.2 Selection on a Fiscal Agent

Motion: Moved by Cali Binks, seconded by Cuauhtémoc Avila to approve the continuance of San Bernardino Community College District as the Fiscal Agent

Yea: Cali Binks, Cheryl Marshall, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:** none
Motion carried.

5.3 Governance Structure Bylaws

Motion: Moved by Cuauhtémoc Avila, seconded by Cheryl Marshall to include the following statement to the Bylaws: An Interim or Acting Appointee will have voting rights

Yea: Cali Binks, Cheryl Marshall, Cuauhtémoc Avila, Gloria Fisher, Jerry Almendarez, Lori Rhodes **Nay:** none

Motion carried.

6. Announcements

6.1 State Deadlines

Emma Diaz reviewed the State deadlines: Development of 2016-2017 AEBG Annual Plan Template is due July 15, 2016; Student Data outcomes is due August 1, 2016; and Funds Apportioned/Scheduled with controllers is due August 15, 2016.

6.2 Follow-up Meeting with Adult Education Principals/Directors and Executive Committee Members

June 2nd has been set with the Executive Committee to meet with Adult Education Principals & Directors for guidance of structuring the AEBG Annual Plan Template. June 17th has been set for the Executive Committee to review the plan and an Executive Committee will be scheduled before July 15th for approval of the plan.

7. Adjournment:

Upon motion by Cuauhtémoc Avila, seconded by Cheryl Marshall, the meeting was adjourned at 9:57 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, June 17, 2016 at 8:00 a.m. location to be determined.