



## Minutes of the Executive Committee Meeting March 25, 2016

Date of approval: April 29, 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 March 25, 2016. The meeting was convened at 7:39 a.m. Director Henry Hua, Coordinator Emma Diaz, and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Emma Diaz.

**Members in attendance:**

Cali Binks	Yucaipa-Calimesa Joint Unified School District
Cheryl Marshall	Crafton Hills College
Dale Marsden	San Bernardino City Unified School District
Jerry Almendarez	Colton Joint Unified School District
Lori Rhodes	Redlands Unified School District

**Members not in attendance:**

Gloria Fisher	San Bernardino Valley College
Cuahtémoc Avila	Rialto Unified School District

**Guest:**

Odette McGinnis	San Bernardino Valley College
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Upon motion by Lori Rhodes, seconded by Cali Binks and approved by the affirmative vote of Cali Binks, Dale Marsden, Cheryl Marshall, Jerry Almendarez, and Lori Rhodes (Noes: none), the minutes for the Executive Committee meeting on January 22, 2016 were approved as presented without changes.

Upon motion by Cheryl Marshall, seconded by Cali Binks and approved by the affirmative vote of Cali Binks, Dale Marsden, Cheryl Marshall, Jerry Almendarez, and Lori Rhodes (Noes: none), the minutes for the Executive Committee meeting on February 26, 2016 were approved as presented with changes.

**1. Public comments**

1.1 None

## 2. Reports

### 2.1 Adult Education Students who Attended SBCCD in Summer and Fall 2015

Emma Diaz shared Keith Wurtz's Research Brief which identified and tracked the number of adult education students who attended one of the two colleges in the San Bernardino Community College District in the Summer and Fall of 2015 to help meet the reporting requirements for the AB104 AE Block Grant as well as to begin to explore the effectiveness of the SBCCD Adult Education Program.

## 3. Discussion items

### 3.1 HS Diploma/GED, ESL, & Basic Skills – New Data Review

Emma Diaz reviewed the enrollment breakdown and need by district based on zip codes for High School Diploma/GED, ESL, and Basic Skills. EMSI compiled the breakdown from all the districts within the community college boundaries; Calimesa was missing a few zip codes and are still working on it. The data was compared for years 2008-2009, 2013-2014, and 2014-2015. The use of CASAS was suggested as a measuring tool for student enrollment and progress. A CASAS Institute will be held in June and representatives can attend as a consortia.

### 3.2 Initial Discussion for 2016-2017 Fiscal and Governance Structure

Dr. Dale Marsden mentioned that he would like to discuss other options for the 2016-2017 Inland Adult Education Consortium fiscal and governance structure.

## 4. Unfinished business

4.1 None

## 5. New business

### 5.1 Program Funding Percentage Allocations for High School Diploma/GED, ESL, & Basic Skills

**Motion:** Moved by Jerry Almendarez, seconded by Cheryl Marshall to approve the recommended percentage allocation in the following manner: Out of \$2,000,000.00 allocated to K-12 Districts: 50% to go towards High School Diploma/GED; 30% to ESL; and 20% to Basic Skills

**Yea:** Cali Binks, Cheryl Marshall, Dale Marsden, 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 allocation plan is due in July 2016 and Fiscal and Governance Structure for 2016-2017 needs to be decided by April 29<sup>th</sup> meeting due to State deadline of May 2, 2016.

## 7. Adjournment:

Upon motion by Cali Binks, seconded by Dale Marsden, the meeting was adjourned at 9:28 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, April 29, 2016 at 8:00 a.m. at the San Bernardino Valley College, 701 S Mount Vernon Ave, San Bernardino, California, conference room B112.