



Minutes of the Executive Committee Meeting May 17, 2019

Approved

Date of approval: August 2, 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, May 17, 2019. The meeting convened at 8:04 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
Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Kevin Horan	President, Crafton Hills College

Steering Committee Members in attendance

Leticia Villa	Principal, Inland Career Education Center, SBCUSD
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Members not in attendance

Dale Marsden	Superintendent, San Bernardino City Unified School District
Mauricio Arellano	Superintendent, Redlands Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Diana Rodríguez	President, San Bernardino Valley College

Designee (nonvoting)

Ken Wagner	Assistant Superintendent of Educational Services, Redlands Unified School District
Dana Carter	Yucaipa-Calimesa Joint Unified School District

Other(s) Present

Upon motion by Jerry Almendarez, seconded by Cuauhtémoc Avila and approved by the affirmative votes of Almendarez, Alvarez, Avila, and Horan **Abstain:** None **Noes:** None. The Minutes for the Inland Adult Education Consortium Executive Committee meeting on April 19, 2019 were approved as presented, without changes.

1. Public comment

1.1 None

2. Reports

2.1 CAEP Guidance

Emma Diaz reviewed the CAEP guidance dates and shared that the CFAD has been submitted, however, the final allocation is pending. The Governor's May Revise announced a decrease of \$1 million across the state in the CAEP COLA, reducing it from 3.46 to 3.26% (state CAEP office will adjust the NOVA allocation and it will need to be recertified) further instructions will be given:

- 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:

- 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 Inland California Rising

Emma Diaz reported that she attended the Inland California Rising event held on May 10 at the Riverside Convention Center; She was invited by Debra Mustain. The organization is based on philanthropic business non-profit and the public sector. This was the first meeting, but they would like to have quarterly meetings. Some of the IAEC Board Members were there; there were about 200 people. There were different panels; the first one to present was, Stronger Non-Profit Sector. These are individuals that have funding for specific populations they want to work with. They wondered how to connect the individuals that are going to non-profit to services we offer. There was another panel composed of all of the Mayors from the area. The second presentation was from the educational sector panel on Progress and Race Equity: College Career Pathways and Apprenticeships. The panel was composed of the President of Cal State SB, Chancellor of Riverside City College, and the President from Chaffey College. They talked about making a connection and on how we need to work together. They wondered how to take in the resources that these foundations have and get the individuals that come into the community for services and connect them to higher education through either community college, apprenticeship, or different pathways.

Mr. Almendarez mentioned that there is no organized relationship with any of the UCs or UCRs; there are programs of which K-12 is a part of, but there is still a need. He shared that right now University of Redlands is the one reaching out to the K-12 system.

Ms. Diaz said that maybe K-12 can be bridged with Cal State SB through the existing relationship with the President of San Bernardino Valley College and President of Cal State San Bernardino. She also mentioned that she is now on the Inland California Rising email list and she can make the connection and bring to the table the needs of the area. She will email the pamphlet.

Dr. Avila asked if all K-12 were invited. How can they get everybody involved; they should start by inviting everybody?

Ms. Diaz mentioned that she does not know whom or how guests were invited, but will reach out to them to see who the organizer is and share who was missing and should be invited to the table.

2.4 CCAIE

Emma Diaz reported on the CCAIE Conference; Neil Kelly gave a state update on Data Regionally. He talked about giving out the cost per student on a campus; an entire budget from a campus will be divided by the number of students on that campus. The other metric he talked about was hours of instruction; not just having a student show up and inquire about programs but actually enrolling and making it past that first hour, making it past the 11th hour, and how many stayed for 12 hours and over of instruction. He also talked about point gains and how the state is looking at accountability.

Mr. Rosin said, these numbers are coming out of DIR and that some campuses are struggling to get students enrolled. He mentioned that 12 hours is the magic number for federal reporting. He also elaborated on point gain. He said there are three metrics the state is looking at: the per pupil cost, how many students stayed beyond the 12 hours, and how many students earned literacy point gains. In reading or math, students would have to have demonstrated through CASAS assessment a five-point gain in knowledge in the subject area; this is called a point gain. Under WIOA, if you are federally funded, you are paid per point gain for student learning; so the state is looking at how many students through each program, are realizing point gain through instruction.

Ms. Diaz mentioned that Mr. Carter presented along with Alex Jaco on College Transitions Partnerships at the conference. Maria Duran and Alex Jaco presented on Student Documentation; both presentations were received extremely well.

Mr. Carter reported that he had a full room and that there was a lot of value during the 10-minute question/answer time at the end. They were both able to share what they did at the beginning stages and how it can be replicated.

Mr. Almendarez recommended continuing to present at the conferences, possibly having all the principals present together; he feels it will send a huge message.

Ms. Villa mentioned that principals are working with the Workforce Development and will be presenting at the Entrepreneur School.

Mr. Carter elaborated on the presentation and mentioned that it will be on June 6th; it will include the East and West side and will be sharing what the adult schools are doing in the region.

3. Discussion items

3.1 The Cambrian Group: Strategic Plan Facilitation

Emma Diaz asked the Executive Committee what would be the next steps for the Cambrian Group.

Mr. Almendarez asked to table the discussion.

3.2 June 7th Annual Plan Working Group Format

Emma Diaz asked the Executive Committee which format they would prefer regarding the Annual Plan on June 7th? She would like to be able to give guidance to each campus for the next year; regarding activity, alignment, and goals for the next three years.

Ms. Foreman mentioned that she will be facilitating the Annual Plan meeting and talked about the Three-Year Plan. She said that the follow-up would be to create an action plan (Annual Plan) and to leverage resources.

Mr. Rosin asked the Board to look at page 17 of the Three-Year Plan. He mentioned that it was pretty much the Annual Plan. He said that the question is, "Should this be an Executive/Steering Committee working group or should it be just a Steering Committee working group?"

Mr. Almendarez asked the Steering Committee what would be their preference.

Mr. Carter responded that each district will bring their own plan and it will depend on the COLA adjustment. He feels it is not necessary for the Executive Committee to be there the whole time; it might be more valuable to look at the outcome and then make decisions.

Dr. Avila asked about page 17 strategy A and B. He said that A seems to be broad or more general and B seems to be more specific to CTE; developing versus creating, he wonders if there a difference with the one already in existence, are we growing it and does the other one not exist, so we are creating it?

Ms. Diaz mentioned that right now, we do not have some CTE articulation on some of the programs; some are being created. We do have some existing articulation for other programs, so that would be more of the development, support, and bringing them up-to-date.

4. Old business

4.1 None

5. New business

5.1 IAEC Three-Year Plan

Motion: Moved by Cuauhtémoc Avila seconded by Jerry Almendarez to approve the Inland Adult Education Consortium Three-Year Plan as is.

Discussion:

Yea: Jerry Almendarez, Kit Alvarez, Cuauhtémoc Avila, and Kevin Horan **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:

- June 7, 2019 Annual Plan working group	-August 2, 2019	-September 27, 2019*
-July 18, 2019*	-August 30, 2019* cancelled	-October 25, 2019

6.2 Conferences and Presentations

Emma Diaz mentioned the upcoming Conferences:

- CASAS: June 11-13 in Anaheim – Presenting
- GED Annual Conference: July 24-26 in Chicago
- IAEC 3rd Annual Super Consortia Professional Development: August 1st at SBVC B100
- CWA Meeting of the Minds: September 3-5, 2019 in Monterey, CA
- CAEP Summit: October 29-30 in Orange County

7. Closed Session

7.1 Requested by Emma Diaz, the Executive Committee entered Closed Session, convening at 8:56 a.m.

Closed Session adjourned at 9:10 a.m.

8. Adjournment

The meeting informally adjourned at 9:10 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, June 7, 2019 at 8:00 a.m. at the San Bernardino County Office of Education, Dorothy Inghram Building room 121.