



Minutes of the Executive Committee Meeting July 24, 2018

Approved

Date of approval: August 3, 2018

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 Tuesday, July 24, 2018. The meeting was convened at 8:10 a.m. Director Emma Diaz, Facilitator Becky Foreman, Consultant Mitch Rosin conducted the meeting. Minutes recorded by Blanca Olguin.

Members in attendance

Kit Alvarez	Administrator ROP, San Bernardino County Superintendent of Schools
Mauricio Arellano	Superintendent, Redlands Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Dale Marsden	Superintendent, San Bernardino City Unified School District
Keith Wurtz	Interim Vice President of Instruction, Crafton Hills College

Members not in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Diana Rodriguez	President, San Bernardino Valley College

Designee (nonvoting)

Other(s) Present

Stephanie Houston	Superintendent, Colton-Redlands-Yucaipa ROP
Lorraine Perez	Assistant Superintendent, San Bernardino City Unified School District
Leticia Villa	Principal, Inland Career Education Center, San Bernardino City Unified School District

The minutes for the Inland Adult Education Consortium Executive Committee meeting on April 27, 2018 was tabled due to no quorum until the August 3, 2018 meeting.

1. Public comments

1.1 None

2. Reports

2.1 Calendar of State Deadlines

Emma Diaz discussed the State deadlines for fall 2018:

- August 1, 2018 – quarter 4 final program year report due on student data in TOPSPRO
- August 15, 2018 – Annual Plan due for 2018-2019
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2.2 June 8, 2018 Field Team Read Out

Kit Alvarez shared her experience during the field team meeting Making Consortia Member Effectiveness. She talked about a rubric/metric still being conceptualized.

Emma Diaz also reported on Pathway and Alignment; she shared that there will be another field team meeting on September 27th and a special onboarding for new members on September 28th.

3. Old business

3.1 None

4. New business

4.1 None

5. Discussion items

5.1 June 1, 2018 Annual Plan Retreat

Emma Diaz reviewed the proposed Annual Plan 2018-2019 and Mitch Rosin shared how the Annual Plan would look like in NOVA. The initial document was a summary from the Planning Retreat on June 1st attended by all consortium members. There was a full discussion of each line item to allow for any clarification and to set priorities that align with goals and objectives within the program areas. The draft will be emailed ahead of time, discussed, and finalized before the August 3rd meeting, where it will be decided and voted upon.

6. Announcements

6.1 Executive Committee Meeting Dates

Emma Diaz reminded the Executive Committee about the next set of meeting dates:

-August 3, 2018	-September 14, 2018	-October 26, 2018
-December 7, 2018	-January 18, 2019	-February 22, 2019
-March 15, 2019	-April 26, 2019	-May 17, 2019
-June 7, 2019		

6.2 Professional Development Opportunities

Emma Diaz shared the upcoming conferences and summarized the shared presentation for ACCE:

- August 1, 2018 - Consortium/Regional Professional Development Day

7. Closed Session

7.1 None

8. Adjournment

Due to no quorum, the meeting informally adjourned at 10:03 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, August 3, 2018 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President's Conference Room 207.