



Minutes of the Executive Committee Meeting February 24, 2017

Approved

Date of approval: April 28, 2017

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's Conference Room 207 on Friday, February 24, 2017. The meeting was convened at 8:12 a.m. Coordinator Emma Diaz and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Blanca Olguin.

Members in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Cuahtémoc Avila	Superintendent, Rialto Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Lori Rhodes	Superintendent, Redlands Unified School District
Wei Zhou	President, Crafton Hills College

Members not in attendance

Kit Alvarez	Administrator ROP, San Bernardino County Superintendent of Schools
Dale Marsden	Superintendent, San Bernardino City Unified School District
Diana Rodriguez	President, San Bernardino Valley College

Designee (nonvoting)

Rachel Monarrez	Assistant Superintendent Student Services, San Bernardino City Unified School District
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Others Present

Karen Bautista	Principal, Inland Career Education Center
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Upon motion by Jerry Almendarez, seconded by Cali Binks and approved by the affirmative vote of Almendarez, Avila, Binks, Rhodes, and Zhou (Noes: None), the minutes for the Inland Adult Education Consortium Executive Committee meeting on January 27, 2017 was approved as presented, without changes.

1. Public comments

1.1 None

2. Closed Session

2.1 There are no items submitted for closed session.

3. Reports

3.1 Calendar of Due Dates

Emma Diaz reported to the Inland Adult Education Consortium the Calendar of Due Dates update:

- February 20, 2017: Data & Accountability work plan due – submitted on February 17 and approved February 20th.
- April 30, 2017 Student Data Information for 3rd quarter (outcome driven)
- May 2, 2017: CFAD Submission
 - Funding for Fiscal Year 2017-18 will be released February 28, 2017
 - Voting will take place during the April 28th Executive Committee meeting
- May 15, 2017: Annual Plan, Governance Template, & 3 Year Plan Amendments or Revisions due
- August 1, 2017: Student Data Information
- August 15, 2017: Annual Plan due

3.2 AEBG State Regional Training

Emma Diaz shared that the Inland Adult Education Consortium will be hosting the State AEBG/WIOA trainings on March 7, 2017. Neil Kelly will cover the AEBG portion (60+ enrolled) from 9-12 p.m. and Jay Wright will cover the CASAS training (35+ enrolled) from 1-4 p.m.

3.3 Conferences / Professional Development

Emma Diaz reviewed the upcoming conferences and talked about a tentative IAEC professional development day:

- COABE – Orlando, Florida April 2-5, 2017 – approved for 7 consortium members to attend
- CCAE – Long Beach, California May 4-6, 2017
- Consortium Professional Development Day- Friday, June 9, 2017 at Valley College (tentative)

3.4 Student Data Reporting

Emma Diaz talked about the reports due dates

- 1st report is due April 30, 2017 – report will include student data from January 1 – March 31, 2017
- 2nd report is due August 1, 2017 – report will include student data from April 1 – June 30, 2017

3.5 Executive Committee Meeting Dates

Emma Diaz reviewed the upcoming Executive Committee Meeting dates:

- March 6, 2017 SBVC B100 – Executive Committee Retreat
- March 31, 2017 SBVC AD/SS 207 – Public Review of CFAD
- April 28, 2017 SBVC AD/SS 207 – Vote on CFAD due May 2, 2017
- June 2, 2017 SBVC AD/SS 207 – Public Review of Annual Plan
- August 4, 2017 SBVC AD/SS 207 – Vote on Annual Plan due August 15, 2017

4. Discussion items

4.1 Closed Session Meeting Process Review

Emma Diaz asked the Executive Committee Members for guidance in regards to the closed session process; the Executive Committee Members recommended that the Inland Adult Education Consortium follows The Brown Act statutes.

4.2 Executive Committee Retreat

Emma Diaz reminded the Members that the AEBG Executive Committee Members' Retreat is set for Monday, March 6, 2017 for a full day at San Bernardino Valley College room B100; Neil Kelly, CCCCCO Specialist, Career Education Practices, will attend the afternoon session to answer any questions. Emma reviewed the draft agenda.

5. Unfinished business

5.1 None

6. New business

6.1 AEBG Director Position Effective Date

Motion: Moved by Cuauhtémoc Avila, seconded by Lori Rhodes to table the discussion of the effective date of the AEBG Director position **Yea:** Jerry Almendarez, Cuauhtémoc Avila, Cali Binks, Lori Rhodes, Wei Zhou

Nay: none **Absentee voting:** none **Present:** none

Motion tabled to the March 31, 2017 meeting as a closed session item.

6.2 Consortium Activity by Grant Objectives for the 2015-2016 Funding

Motion: Moved by Jerry Almendarez, seconded by Cali Binks to approve the Consortium Activity by Grant Objectives: College Transition Counselor, Smart Technology x 2, NEDP 3-year implementation, Curriculum Alignment to CCR (WASC), Bus Passes, GED Ready Vouchers, Spanish HSE Curriculum Pilot and Professional Development **Yea:** Jerry Almendarez, Cuauhtémoc Avila, Cali Binks, Lori Rhodes, and Wei Zhou **Nay:** none

Absentee voting: none **Present:** none

Motion carried.

7. Announcements

7.1 Ceremonial Signing

Emma Diaz shared the success of the Ceremonial Signing held on February 6, 2017. San Bernardino Valley College did a press release on February 17, 2017 titled *Regional Educators Sign Declaration to Improve Adult Education in the Inland Empire*.

8. Adjournment

Upon motion by Cuauhtémoc Avila, seconded by Cali Binks, the meeting was adjourned at 8:55 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, March 31, 2017 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President's Conference Room 207.