



Minutes of the Executive Committee Meeting August 4, 2017

Approved

Date of approval: September 29, 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, August 4, 2017. The meeting was convened at 8:21 a.m. Coordinator Emma Diaz, Facilitator Becky Foreman, Consultant Mitch Rosin conducted the meeting. Minutes recorded by Blanca Olguin.

Members in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Cuauhtémoc Avila	Superintendent, Rialto Unified School District (via phone)
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District (via phone)
Dale Marsden	Superintendent, San Bernardino City Unified School District
Diana Rodriguez	President, San Bernardino Valley College
Wei Zhou	President, Crafton Hills College

Members not in attendance

Kit Alvarez	Administrator ROP, San Bernardino County Superintendent of Schools
Juan Lopez	Interim Superintendent, Redlands Unified School District

Designee (nonvoting)

Others Present

Jamie Arneson	Vice Principal, Inland Career Education Center, San Bernardino City Unified School District
Karen Bautista	Principal, Inland Career Education Center, San Bernardino City Unified School District
Jesus Galdamez	Vice Principal, Inland Career Education Center, San Bernardino City Unified School District
Leticia Villa	Vice Principal, Inland Career Education Center, San Bernardino City Unified School District

Upon motion by Cali Binks (via phone), seconded by Jerry Almendarez and approved by the affirmative vote of Almendarez, Avila (via phone), Binks(via phone), Marsden, Rodriguez, and Zhou (Noes: None), the minutes for the Inland Adult Education Consortium Executive Committee meeting on April 28, 2017 was approved as presented, without changes.

1. Public comments

1.1 None

2. Closed Session

2.1 None

3. Reports

3.1 Regional Professional Development Share-Out Day

Emma Diaz reported that the share out day was held on June 9, 2017 at the Inland Career Education Center. Over 100 attended; all districts were represented. During lunch, they socialized and networked between program areas and shared best practices. Some of the breakdown sessions were presented by the Inland Career Education Center staff; these sessions tied directly with some of the deliverables we have for the grant. It was a successful event!

3.2 ABE/ASE/ESL Assessment Committee – Field Team Representative

Emma Diaz shared that the State has 3 Field Team Committees:

- Data and Accountability
- CTE Assessment
- ABE/ASE/ESL

The purpose of the Basic Skills Assessment Field Committee is to propose definitions for performance outcomes, measurable skills gains, and assessment processes for adult learners in consortia receiving AEBG funds.

WestEd issued 2 White Papers for each Field Team and used the information for the Legislative Update to the State.

3.3 Conferences/Professional Development

Emma Diaz talked about the Conference and Professional Development dates:

- August 2: Software Training and Blended Learning Professional Development Day – 22 attendees
- October 12-13: AEBG Directors Conference (Sacramento)
- November 15-16: Hosting State & CASAS Regional Training
- November 17-18: Southern/South Coast Region CCAE (Palm Springs)

3.4 Data Reporting: August 1st Student Data Submission

Emma Diaz talked about the data reporting deadline of August 1, 2017; everyone successfully submitted data. The consortium data submission total, not including the college, was 7,408 students enrolled in 7 AEBG program areas; it is impressive that it grew by 1,100 students in one quarter.

Dr. Baustista talked about the numbers being incorrect due to 700 students of the Inland Career Education Center not fitting within the 7 AEBG program areas. CASAS is working on a report but ICEC does not have the capability yet.

3.5 Executive Committee Meeting Dates

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

- September 29, 2017 – Fiscal Review of 2015-2016 Allocation
- October 27, 2017 – Reporting out Director’s Summit & new reporting system
- December 8, 2017

3.6 Steering Committee & Hub Meetings and Professional Development Dates

Emma Diaz reviewed the proposed continuance of Steering Committee and Hubs to meet and the Professional Development dates:

- Steering Committee Meeting Dates: August 4, 2017; September 29, 2017; October 27, 2017
- Hubs and Professional Development Dates: September 12-13; October 25-26, 2017

3.7 Marketing Update: Print and Radio

Emma Diaz presented the ideas to be able to promote the membership of the Inland Adult Education Consortium. The mailer would be mailed out with all of the districts information to promote all the programs within the individual districts. The radio commercial has been out on the air and is linked to the AEBG website. Emma also talked about the backdrop, runner, and stand of the Inland Adult Education Consortium.

Dr. Marsden would like “Adult School” removed.

Mr. Almendarez would like the calls to be tracked.

Mr. Almendarez talked about students taking pictures with the backdrop and through either Instagram or tweeter do a hashtag#InlandAdultEducationConsortium.

Jorge Saucedo-Daniel will be setting up the hashtag and will be keeping track of the radio data.

3.8 Consortium Fact Sheet

Emma Diaz shared that the State put together the Consortium Fact Sheet; out of 71 Consortium, San Bernardino is #47, it is on the State website and they are using it as conversational/promotional; it has all of the funding from the region for our membership.

Mitch Rosin shared that some of the data is current and some is old and talked about the legislative overview.

Dr. Bautista talked about the concerns this data brings and how only a small percentage of the needs is being met.

Dr. Marsden thinks it is important to get the word out.

4. Discussion items

4.1 County ROP CTE Project

Emma Diaz tabled the County ROP CTE Project presentation due to Kit Alvarez’s absence.

5. Old business

5.1 None

6. New business

6.1 AEBG General Assurances 17-18 and Consortium Annual Plan

Motion: Moved by Cuauhtémoc Avila (via phone), seconded by Dale Marsden to approve the General Assurances Sections: Evaluation, Funding, Governance and Collaboration, Membership, Planning, Reporting, and Member Effectiveness and the Annual Plan Section 1: Plans and Goals, Meeting Regional Needs, Gaps in Service, Seamless Transitions, Student Acceleration, Shared Professional Development, Leveraging Resources, Section 2: Fiscal

Management, and Section 3: Certification and Submission. **Yea:** Jerry Almendarez, Cuauhtémoc Avila (via phone), Cali Binks (via phone), Dale Marsden, Diana Rodriguez, and Wei Zhou
Nay: none **Absentee voting:** none **Present:** none
Motion carried.

7. Announcements

7.1 Yucaipa-Calimesa Adult School Grand Opening

Emma Diaz and Cali Binks shared that Yucaipa-Calimesa Adult School will be having a Ribbon Cutting Ceremony for their new location on August 15th from 5:30-7:30 p.m. at 12358 #B Sixth Street, in Yucaipa. Emma also shared that Y-C got a 6 year WASC Accreditation.

7.2 Dr. Bautista's Promotion

Emma shared that Dr. Bautista has promoted as Dean of Instruction and Student Services to the North Orange Continuing Education Campus and thanked her for all of her support to the Inland Adult Education Consortium. Cali Binks and Dr. Marsden thanked Dr. Bautista for her support, knowledge, expertise, patience, and guidance. Dr. Marsden acknowledged that she is the reason why the Inland Career Education Center is doing so well.

7.3 Bob Marzano and Make Hope Happen Foundation

Dr. Marsden shared that he has been working with a non-profit organization Bob Marzano and the Make Hope Happen foundation to help develop a product that will be free to students. We are working currently with 20 students ages 18-24 that are in foster care or homeless, using predictive analytics, the goal is to help drive the students' future and put them in a path to success. They are coupled with a live coach. Once beta testing is done, Dr. Marsden would like to present it to the Inland Adult Education Consortium Executive Committee body.

7.4 District Student Leadership Summit

Jerry Almendarez thanked President, Diana Rodriguez for hosting the summit at San Bernardino Valley College. The summit will consist of over 500 students from middle school and high school with sessions in building leadership capacity, leadership beyond high school, bullying and anti-bullying, and how do leaders address bullying when encountered. We are welcoming students from other districts.

8. Adjournment

Upon motion by Dale Marsden, seconded by Jerry Almendarez, the meeting was adjourned at 9:19 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be held on Friday, September 29, 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.