



Minutes of the Executive Committee Meeting December 13, 2019

Approved

Date of approval: February 21, 2020

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, December 13, 2019. The meeting convened at 8:05 a.m. Director Emma Diaz and Consultant Mitch Rosin conducted the meeting. Minutes recorded by Blanca Olguin.

Executive Committee Members in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Mauricio Arellano	Superintendent, Redlands Unified School District
Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Kevin Horan	President, Crafton Hills College
Dale Marsden	Superintendent, San Bernardino City Unified School District
Diana Rodríguez	President, San Bernardino Valley College

Members not in attendance

Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS
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Designee (nonvoting)

Other(s) Present

Frank Miranda	Assistant Superintendent of Business Services, CJUSD
Raul Pedraza Jr.	Vice Principal, Inland Adult Education Center, SBCUSD
Leticia Villa	Principal, Inland Adult Education Center, SBCUSD

Upon motion by Kevin Horan seconded by Diana Rodríguez and approved by the affirmative votes of Almendarez, Arellano, Avila, Binks, Horan, Marsden, and Rodríguez **Abstain:** None **Noes:** None; the Minutes of the Inland Adult Education Consortium Executive Committee meeting on August 2, 2019 were approved as presented, without changes.

1. Public comment

1.1 None

2. Reports

2.1 Conference Reports

Emma Diaz talked about the CAEP State Training held on November 21 and the Google Summit held on December 6. Both events were hosted by San Bernardino Valley College.

2.2 Marketing Update

Emma Diaz reported that the radio commercial will be running for two weeks starting on January 6. She also talked about the contract renewal for Full Capacity Marketing.

3. Discussion items

3.1 Fiscal and Data Review of 2018-2019

Emma Diaz reviewed the summary notes from the October 25, 2019 meeting. She shared that Colton Joint USD requested funds to increase classes, update technology, and for salaries for a total of \$167,000.00; Redlands USD requested funds of about 5-6% total; 3% would be retroactive to July 1, 2018 and another 3% retro to July 1, 2019; SBVC requested approximately 3% due to ongoing negotiations; and Rialto USD requested \$276,417.00.

Mr. Rosin said the amounts requested exceed the available amount.

Ms. Diaz also stated that CASAS assessments for non-WIOA members, Aztec software, NEDP, and ASAP for all consortium members will be purchased by the Consortium using Data and Accountability funding, thus reducing the amount needed by each member.

4. Old business

4.1 None

5. New business

5.1 2019-2020 COLA Allocation

Motion: Moved by Cuauhtémoc Avila seconded by Kevin Horan to approve the 2019-2020 COLA allocation of \$338,751.00 to be divided in the following manner as part of their permanent funding and built into NOVA, Budget, and Workplan:

- Colton Joint Unified School District \$107,724.00
- Redlands Unified School District \$27,700.00
- Rialto Unified School District \$181,000.00
- San Bernardino Community College District \$12,320.00
- Yucaipa-Calimesa Joint Unified School District \$10,007.00

Discussion: None

Yea: Jerry Almendarez, Mauricio Arellano, Cuauhtémoc Avila, Cali Binks, Kevin Horan, Dale Marsden, and Diana Rodríguez **Nay:** none **Absentee voting:** none **Abstain:** none

Motion carried

6. Announcements

6.1 California Adult Education Administrators Association (CAEAA) Conference

Emma Diaz announced that Dana Carter, Administrator of the Year, will be representing the Inland Adult Education Consortium at the CAEAA conference on January 29-31, 2020 in Sacramento.

6.2 Upcoming Conferences and Events

Emma Diaz shared the information for the upcoming conference and events:

- CAEAA & ACCE on January 29-31 in Sacramento
- Non-Credit MIS Data & Accountability Summit on February 28 hosted by SBVC
- TDLS (OTAN) on March 6-7 in Sacramento
- COABE on April 5-8 in Baltimore, MD
- CCAE on April 23-25 in Sacramento
- CASAS Summer Institute on June 23-25 in Anaheim

6.3 Executive Committee Meeting Dates

Emma Diaz reviewed the Executive Committee meeting dates:

- January 24, 2020
- February 21, 2020
- March 13, 2020 (CFAD Discussion)
- April 17, 2020 (CFAD Vote)
- May 15, 2020
- June 3, 2020 (Annual Plan Retreat)

6.4 Jerry Almendarez

Emma Diaz congratulated Mr. Almendarez on his new position as Superintendent of Santa Ana Unified School District.

7. Closed Session

7.1 None Requested

8. Adjournment

The meeting informally adjourned at 9:17 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, January 24, 2020 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President Conference Room 207.