



## Executive Committee Meeting – Agenda

Friday, December 10, 2021

Board Meeting: 8:00 a.m. - 10:00 a.m.

**DUE TO COVID-19, THIS WILL BE A ZOOM MEETING**

**THE PUBLIC IS INVITED TO PARTICIPATE**

**ZOOM Link:** <https://cccconfer.zoom.us/j/91038473444>

**Board documents can be found here:** <https://inlandaebg.org/consortium-meetings/>

1. Approval of AB361 for IAEC Board meeting  
<https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws>
2. Approval of the Minutes:
  - 2.1 October 29, 2021
3. Public Comment
4. Reports
  - 4.1 CAEP Updates: Three-Year Planning Process – December 3, 2021 Webinar
  - 4.2 Report Out: ACCE Event – Virtual
  - 4.3 Report Out: South Coast/Southern CCAE – Palm Springs
5. Discussion Items
  - 5.1 Crafton Hills College request for \$15,176.00 ongoing funds to support the Summer Bridge Program
  - 5.2 San Bernardino City Unified School District (ICEC): \$242,000.00 (Ongoing) Salaries  
San Bernardino City Unified School District (ICEC): \$179,000.00 (One-Time) CTE Equipment & one-time Classified COLA of 7%
6. Action Items
  - 6.1 Funding Requests
    - 6.1a San Bernardino County Office of Education: \$172,000 (Ongoing Funding) CTE Salaries
    - 6.1b Rialto Adult School: \$309,682.00 (Ongoing Funding) Certificated & Classified Salaries
    - 6.1c Yucaipa Adult School: \$20,000.00 (One-Time Funding) Retrofitting Portable Building
7. Announcements
  - 7.1 Executive Committee Meeting Dates (All meetings are at 8:00 am)
    - January 21, 2022 (Discussion of Three-Year Plan)
    - February 18, 2022 (Discussion of Three-Year Plan)
    - March 11, 2022 (CFAD Discussion)
    - April 15, 2022, Review Three-Year; Vote on CFAD)
    - May 13, 2022 (Vote on Three-Year Plan)
    - June 1, 2022 (Annual Plan Retreat)
  - 7.2. Conferences
    - February 3 & 4, 2022: ACCE Conference – Virtual
    - February 3, 2022: CAEAA State Conference – Virtual
    - April 10-13, 2022: COABE National Conference – Virtual and In-person – Seattle, WA
    - May 5-8, 2022: CCAE State Conference – Hollywood
8. Closed Session – Not Requested
9. Adjournment

## **Adult Summer Bridge Program**

This proposal is submitted by Crafton Hills College, we are requesting ongoing CAEP funds to cover the expense of the Adult Education Summer Bridge Program. CAEP funds have been used over the past three summers to cover the expense of the program, those funds have now been expensed.

The summer bridge program has been successful in promoting student transition, over the past three years a total of 47 students have completed the program and 42 of those students have enrolled in courses at Crafton.

### **Program Summary**

#### Duration of program

July 5, 2022, through August 4, 2022 (5-week program)

#### Salary and benefits

2 counselors-  $\$56.00 \times 48 \text{ hours} = \$2,688/ \text{ counselor} \times 2 = \$5,376.00$

#### Bus Transportation

4 field trips (CSU San Bernardino, Cal Poly Pomona, UCR, Museum of Tolerance) =  
\$4,000.00

#### Cost of lunches

Monday - Wednesday - 15 days:	\$ 3,500.00
Thursday after field trips- 4 days:	\$ 1,500.00

<u>Graduation lunch ceremony:</u>	\$ 800.00
-----------------------------------	-----------

Total: \$15,176.00



*Today's graduates... Tomorrow's workforce*

Leticia Villa, Principal ☪ Raul Pedraza, Vice Principal ☪ John. Carranza, Vice Principal ☪ Jesus Galdamez, Vice Principal  
Inland Career Education Center (ICEC) -Request for increase in funds.

**Goal-Inland Career Education Center aims to increase Career Pathways from Academic and ESL departments to the nursing program. Also, ICEC will be working with our K-12 high school students about to graduate from San Bernardino Unified School District to have a career pathway to the nursing program. The additional funding would fund the position of a program specialist for nursing, a microcomputer specialist II position to aid with technology, funding needed to upgrade medical equipment and compensation needed to pay for the anticipated 7% increase of classified staff.**

Used of Increased Funds:

1. Proposal: Program Specialist for Nursing: Range \$105,000-\$120,000 (ongoing funding)

Purpose: The program specialist will serve as a liaison between the Academic and ESL departments. The specialist will also serve as a liaison to the students graduating from San Bernardino Unified School District. The duties of the specialist will be: building partnerships with local hospitals to provide clinics for medical students, making sure equipment is up to date, monitoring and updating resources for testing such as the TEAS, NCLEX, ATI, etc., updating website with current information and future registration dates, working with the BVNPT for latest rules and regulations, doing presentations of the medical programs offered at ICEC to incoming students, and continuing to find organizations such as Career Institute and WIOA to provide funding to help cover the cost of the fees.

Justification: By providing a program specialist as a liaison between departments and the San Bernardino Unified School District, it creates a career pathway that will allow students to join the workforce in the medical department. Information given between departments allows for ESL students to aim for a GED or High School Diploma which the next step after will be to begin a path towards a career in

Medical. Students graduating from San Bernardino Unified School District will be given the option to have career training in Medical that will allow them to find work in as little as 12 weeks. Data for the medical programs at ICEC have shown students passing state testing at a 100% pass rate with students only having a high school diploma or GED. The overall state pass rate is 85% with students having up to a 4 year college degree. To ensure the continued success of ICEC, the program specialist will serve as the mentor to all students in the medical program. With this position, it will increase enrollment and provide a steady flow of students graduating and beginning a career. As a result, the increase in student enrollment will allow for new medical programs to be created thus creating possible work opportunities.

2. Proposal: Microcomputer Specialist II: Range \$73,000-\$122,000. (ongoing funding)

Purpose: The microcomputer specialist II position is intended to make sure that technology at Inland Career Education Center is up to date and maintained. Currently, technology at ICEC is being replaced with updated hardware and software. The goal is to update computer labs, reimage old laptops to lend out to students in need of a computer, continue with a mixture of in person and online classes, continue to be a GED test center, and replace Smart Boards with an interactive Portable Smart TV. The specialist will also be the liaison between the San Bernardino Unified School District IT department and ICEC while receiving any training needed.

Justification: The microcomputer specialist II position will allow for technology issues to be covered on a daily basis. A ticket system will be created to ensure that the whole ICEC staff has the ability to report an issue. The specialist will be able to provide assistance with programs such as ASAP, NEDP, Edmentum, CASAS, Aztec, Standout and GED testing. These programs are essential in giving pre/post tests to monitor the progress of the students. Also, some of the programs are for working towards the GED or moving up levels in ESL. The NEDP and Edmentum are specifically used towards a high school diploma. With a specialist, the hardware can be maintained so data can be collected in a timely manner where students will achieve a date of completion or graduation which can then lead to the career pathway of the nursing program or transition to a junior college such as Valley or Crafton Hills College.

3. Proposal: Medical Equipment: \$75,000 (one time funding)

Purpose: The Inland Career Education Center (ICEC) 21st Century Medical lab project proposes to purchase updated medical equipment for the Certified Medical Assistant (CMA), Licensed Vocational Nurse (LVN), and Certified Nurse Assistant (CNA) career



*Today's graduates... Tomorrow's workforce*

Leticia Villa, Principal ☪ Raul Pedraza, Vice Principal ☪ John. Carranza, Vice Principal ☪ Jesus Galdamez, Vice Principal pathways. Outfitting our lab with new medical equipment will address the economic opportunity focus by providing accredited training to future medical professionals.

The HealthCare industry is exploding in the Inland Empire. According to the State of California Employment Development Division, our graduates can expect to get high-paying jobs in the following in-demand fields:

1. Licensed Vocational Nurse (LVN): 15.1% growth rate through 2028, \$27.62 median hourly wage (mhw).
2. Certified Nursing Assistants (CNA): 14.1% job growth, \$16.90 mhw.
3. Certified Medical Assistants (CMA): 25.4% job growth, \$16.38 mhw.

Justification: The project activities encompass a straightforward process of acquiring new lab equipment to replace our aging and patch repaired existing training apparatus. The strategy is to upgrade old equipment so that our students can train on current instruments they will encounter in a modern hospital or clinical setting. We want to set our students and our community up for success.

4. Proposal: \$104,000 for classified staff, COLA increase for the 2021-2022 school year.

Purpose: Classified staff has anticipated a 7% raise for the 2021-2022 school year which will affect our current budget and require additional funding.

Justification: To have adequate funding to meet the salary. One time funding.

**One time funding: \$179,000**

**Ongoing funding \$242,000**

**Total additional funds requested \$421,000.**