



Minutes of the Executive Committee Meeting October 29, 2021

Approved

Date of approval: December 10, 2021

Initials:

Call to order: Due to COVID-19 and with the IAEC Board approval of AB 361, a virtual meeting of the Inland Adult Education Consortium Executive Committee was held via Zoom: <https://cccconfer.zoom.us/j/93075427414> on Friday, October 29, 2021. The meeting convened at 8:09 a.m. Director Dr. Emma Diaz and Consultant Mr. Mitch Rosin conducted the meeting. Minutes recorded by Ms. Blanca Olguin.

Executive Committee Members in attendance

Ms. Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Dr. Kevin Horan	President, Crafton Hills College
Dr. Frank Miranda	Superintendent, Colton Joint Unified School District
Dr. Scott Thayer	President, San Bernardino Valley College
Dr. Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS

Members not in attendance

Mr. Mauricio Arellano	Superintendent, Redlands Unified School District
Dr. Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Dr. Sandra Rodríguez	Assistant Superintendent, San Bernardino City Unified School District

Others Present

Mr. Dana Carter	Principal, Yucaipa-Calimesa Joint Unified School District
Dr. Edward D’Souza	Lead Academic Agent, Rialto Unified School District
Mr. Raul Pedraza	Vice Principal, ICEC, SBCUSD
Dr. Cindy Prentice	ROP/CTE Program Manager, SBCSS
Mr. Jorge Saucedo-Daniel	Assistant, Inland Adult Education Consortium
Ms. Leticia Villa	Principal, ICEC, SBCUSD
Ms. Kim Watson	Principal, Rialto Unified School District

“On September 16, 2021, Governor Newsom signed Assembly Bill 361 (2021-2022) (“AB 361”), which incorporated into California state law some aspects of the teleconferencing rules that have applied by Executive Order to local public agencies during the COVID-19 pandemic. Notably, because AB 361 included an urgency measure, the law was immediately effective as of the date of the Governor’s signature. AB 361 provides that it sunsets on January 1, 2024.

Benefits of operating under AB 361 during the COVID-19 pandemic, as opposed to under the normal open meeting laws, include the following:

- Agendas need not be posted at all teleconference locations;

- Each teleconference location need not be identified in the notice and agenda of the meeting;
- Each teleconference location need not be accessible to the public; and
- A quorum of the members of the legislative body do not need to participate in the meeting from locations within the boundaries of the territory over which the public agency exercises jurisdiction.

Following are requirements for invoking AB 361 the first time that a public agency does so:

- There must be a “proclaimed state of emergency,” as there is currently, in that the Governor’s State of Emergency Declaration, issued on March 4, 2020, has not been lifted, and
- One of the following three circumstances must exist:
 - a) State or local officials have imposed or recommended measures to promote social distancing;
 - b) The meeting is held to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to health or safety of attendees; or
 - c) The majority of the legislative body has voted that, as a result of the emergency, meeting in person would present imminent risk to the health or safety of attendees.

If a public agency wishes to consider invoking AB 361 for subsequent meetings, the following is required for those subsequent meetings:

- The proclaimed state of emergency must remain active; or
- State or local officials have imposed or recommended measures to promote social distancing; and
- Not later than 30 days after teleconferencing for the first time under the AB 361 rules, and every 30 days thereafter, the Legislative body shall make the following findings by majority vote:
 - a) The legislative body has reconsidered the circumstances of emergency, and at least one of the following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

If a public agency were to invoke AB 361, following are notice and participation requirements:

- Notice Requirements
 - a) Each notice of the meeting and agenda must identify the means by which members of the public may access the meeting and offer public comment by a call-in option or an internet-based service option (does not need to be both)
- Participation Requirements
 - a) Cannot require public comments to be submitted in advance of the meeting (although the agency may provide this as an option along with the call-in or internet-based service option)
 - b) Public must be able to attend via call-in option or internet-based service option (does not need to be both)
 - c) Public must be able to address the legislative body “directly” via call-in option or internet-based service option
 - d) The public agency must provide an opportunity for the public to address the Legislative body and “offer comment in real time”
 - e) If there is a disruption that prevents the public agency from broadcasting the meeting using the call-in option or internet-based service option, or if there is a disruption within the public agency’s control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the body “shall take no further action on items appearing on the agenda until public access to the meeting via the call-in option or internet-based service option is restore”

Timing of Public Comment Period

- If a legislative body does not provide a timed public comment period, but takes public comment separately on each agenda item, it shall allow a “reasonable amount of time per agenda item to allow public members the opportunity to provide public comment,” including time for members of the public to register to provide comment or otherwise be recognized for the purpose of providing public comment
- If a legislative body provides a timed general public comment period that does not correspond to a specific agenda item, it shall not close the public comment period or the opportunity to register until the timed general public comment period has elapsed
- If a legislative body provides a timed public comment period for each agenda time, it shall not close the public comment period or the opportunity to register until the timed public comment has elapsed

A Final Note

The current teleconferencing Executive Orders described in our prior blog post will remain in effect, if not rescinded, until September 30, 2021. Therefore, public agencies should have a couple of weeks to assess how to conduct their meetings in light of AB 361.

And, if legislative bodies will not be meeting until October 2021, AB 361 provides that its provisions may be invoked once under the conditions described, without having the legislative body make, by majority vote, the legislative findings noted above.

However, legislative findings will be required at least every 30 days thereafter, for as long as the legislative body continues to invoke AB 361 for purposes of conducting its meetings under those new rules.”

- 09.17.2021 Nossaman eAlert: <https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws>

1. AB 361 for IAEC Board Meetings

IAEC Virtual Vote Record

Motion: Adoption of AB 361 for the IAEC Executive Committee Zoom Meetings. Motion by: Kevin Horan Second by: Frank Miranda Discussion: None			
Member Name	AYE	Abstain	Absent
Mauricio Arellano, Superintendent, Redlands USD			x
Cuauhtémoc Avila, Superintendent, Rialto USD			x
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD			x
Scott Thayer, President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Motion carried unanimously by all present.			

2. Minutes

Motion: Approval of the September 24, 2021 IAEC Executive Committee Meeting Minutes.			
Motion by: Frank Miranda			
Second by: Cali Binks			
Discussion: None			
Member Name	AYE	Abstain	Absent
Mauricio Arellano, Superintendent, Redlands USD			x
Cuauhtémoc Avila, Superintendent, Rialto USD			x
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD			x
Scott Thayer, President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on September 24, 2021 were approved as presented, without changes.			

3. Public comment

3.1 None

4. Reports

4.1 CAEP Updates

Dr. Diaz talked about the Three-Year planning process, the final Plan is due in NOVA June 20, 2022. A plan will be developed and uploaded to the NOVA system by June 20. It will be presented to the IAEC Executive body for review early April and approval during April's meeting. On December 2, there will be a facilitated Three-Year Plan consortium planning event. It was recommended to allow outsiders within and outside of the consortium, to listen to the presentation for the first hour and breakout into individual planning. She also shared that the Centers for Excellence presented LMI data using an interactive map during the County LMI Meeting with Regional CAEP Consortium Directors on October 19. She invited 9 consortium directors from the area and 6 got together to meet with Shazad & Michael to see how adult education can be placed on the map because adult education sites were not on there. They said, it will be the next phase. She added that it will be a great tool to use for the planning process.

Dr. Tsushima added that her team was very involved in putting the map together. Business partners, chambers of commerce, and workforce development love this, "One stop shop" to see across the San Bernardino and Riverside County where gaps and alignments are interconnected.

CHAT:

Dr. Tsushima shared the Career Education Map:


<https://experience.arcgis.com/experience/c36da81abafc4492b5df2caa07bd76dc/>

4.2 CAEP Summit Report

Dr. Diaz reported that there were close to 1,000 participants online during the CAEP Summit held on October 26-28, 2021. Most of the sessions she attended had between 40 to 60 participants. There were about 60 presentations with breakout spots for Q & A to directors like Carolyn Zachary. She was involved in three of the presentations as well as being on the committee. There will be a meeting next week to evaluate the event.

4.3 CAEP Newsletter Featuring IAEC Transitions Program

Dr. Diaz showcased the CAEP Newsletter where it features the IAEC Transition Model Program on page 9 <https://caladulthood.org/DownloadFile/1241>: She stated that the model program was recognized on the summit and featured on the state newsletter, sponsored by the Sacramento County Office. On the picture is Pete Gonzalez, Transition Counselor, housed at Valley College.



The Inland Adult Education Consortium (IAEC) transition counseling team provides VIP service to students by walking them through every aspect of the process. The VIP service includes developing education plans that may be concurrent – finishing a high school diploma while earning college credits, offering tutoring services, counseling, and career development, and establishing a rapport with adult learners who may be hesitant about going back to school. The latter service is one, Pete Gonzalez, Transition Counselor for IAEC and San Bernardino Valley College, deems the most important. Learn more about the transition services offered by this consortium and how they have impacted the lives of adult learners in the CAEP Summit 2021 publication.

4.4 CCAE/CAEAA Legislative Update: D. Carter, Yucaipa Adult School/CCEA Section Leg. Chair

Mr. Carter gave a summary on the CCAE/CAEAA hot topics and legislative updates:

- **COVID/Vaccine** - Carolyn Zachary verbally shared during this morning's CAEP Summit
 - a) Vaccines for AE Students (local decision) are to follow the same protocols that are in use for other vaccinations at your site. Meaning if you do not check for other vaccines, you are not required to check/mandate for AE students to have the COVID vaccine. Conversely if you check for other vaccinations, check for COVID.
 - b) Vaccines for Staff: Again, CDE stated that this is a local decision. CDE advised that AE staff follow the same policies that are in place for K-12 or college staff.
- **CCAE projected priorities for 2021-2022**
 - a) Funding
 - b) Governance
 - c) Data & Accountability
 - d) Teacher Credentials
 - e) Impact of COVID
- **Bills that have been signed:**
 - a) AB 101 (Medina) - Adds the completion of a one-semester course in ethnic studies to the high school graduation requirements commencing with students graduating in the 2029-2030 school year. The course needs to be offered beginning in the 2024-2025 school year.

- b) SB 68 - expands exemption of tuition for nonresident who has completed 3 or more years of attendance in elementary, secondary or adult school. AE issue: 420 class hours of attendance in adult school equal to 1 year.
 - c) AB 438 (Reyes) - Makes changes to layoffs of certain classified employees of school districts and community college districts. Ensures classified employees are now part of the March 15 layoff notification process.
 - d) SB 609 (Hurtado) - This bill requires the Dept. of Social Services to include adult education and CTE programs in the list of programs deemed to meet the student exemptions for Cal Fresh eligibility as permitted by federal law.
 - e) AB 486 - Clean-up bill: clarifies that new AE programs may be approved by an agency of the consortium or consortia as a whole. Clarifies AE reporting for correctional facilities and other clarifying amendments.
 - f) AB 367 (Garcia) - Requires public schools to stock restrooms with an adequate supply of free menstrual products in all women's restrooms and all-gender restrooms and at least one men's restroom and to post a designated notice before the start of the 2022-2023 school year.
 - g) AB 361 - Brown Act - Flexibility for LEA public meetings "The Brown Act" has been extended through January 1, 2024. Extension guidelines include passing a resolution to continue remote meeting provision (every 30 days), notifying the public and providing means for public comment during remote meetings.
 - h) SCR 25 (Hurtado). Adult Education Week - Proclaims the week of April 18, 2021, to April 24, 2021, inclusive, as Adult Education Week, and would honor the teachers, administrators, classified staff, and students of adult education programs statewide for their efforts, persistence, and accomplishments.
- **Bills to Watch:**
 - a) AB 1491 (McCarty) - AE Carryover. Establishes a 15% fiscal carryover limit for agencies and consortia. Allows for exceptions if written plan provide and approved by members of the consortium.
 - b) AB 388 (Medina) - This bill would provide permanent employee status after completing a probationary period: adult ed, ROC/P, if they work 75% of the number of days required of the assignment.
 - c) SB 61 (Hurtado) - This bill would authorize WDB to increase availability of supportive services for workforce training.
 - d) SB 673 (Portantino) - This bill would set up a task force to review AE reporting requirements, develop any findings and recommendations.
 - **Other:**
 - a) Penal Code 1203.425 & 11105 "Ban the Box" Removal of requirement for former offenders to identify this on applications may be problematic if you are collocated on a K-12 site. This is primarily a K-12 issue.

Mr. Rosin added that AB 486 passed effective January 1, 2022. It requires all adult education agencies or K-12 to set up an LMI review of local CTE need before starting a CTE program; and will have to do it annually. He has reached out to CDE for guidance and has received conflicting guidance. Any existing CTE programs do not need to go through the LMI review.

5. Discussion items

5.1 Funding Requests

Dr. Diaz stated that the following requests have been made by IAEC Members. She asked the Members present if they had any questions:

- a) San Bernardino County Office of Education: \$172,000 (Ongoing Funding) for CTE Salaries
- b) Rialto Adult School: \$309,682.00 (Ongoing Funding) for Certificated & Classified Salaries
- c) Yucaipa Adult School: \$20,000.00 (One-Time Funding) for Retrofitting Portable Building

Dr. Tsushima added that it is to support the manufacturing teacher at the TT site as ongoing. Before it came out of WIOA funding but that has dropped dramatically.

Dr. Miranda asked if there was a deadline for funding requests?

Mr. Rosin responded that Members can always place a request; once placed, it would be a discussion item and on the following meeting, a voting item.

Dr. Diaz summarized the ongoing and one-time funding still available after the requests. There will still be \$631,972 ongoing and \$650,000 as one time available funds.

6. Old business

6.1 None

7. Action Items

7.1 None

8. Announcements

8.1 Executive Committee Meeting Dates

Mr. Rosin reminded the Board that there will not be a meeting in November and will reconvene in December:

- November – NO MEETING
- December 10, 2021 (Vote on COLA allocation requests; discussion of Three-Year Plan)
- 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 Plan; vote on CFAD)
- May 13, 2022 (Vote on Three-Year Plan)
- June 1, 2022 (Annual Plan Retreat)

8.2 Conferences

Dr. Diaz shared the upcoming conferences:

- November 18, 2021: ACCE Event – Virtual
- November 19-20, 2021: South Coast/Southern CCAE – Palm Springs – In-person

Mr. Carter presented on the CCAE/CAEAA joint conferences. He stated that they have had a few recent meetings regarding hot topics and legislative updates. He will be providing a summary regarding the recent legislation and current hot topic items.

9. Closed Session

9.1 None Requested

10. Adjournment

Motioned by Dr. Carol Tsushima, seconded by Dr. Scott Thayer the meeting adjourned at 8:41 a.m.

The next virtual meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, December 10, 2021 at 8:00 a.m. via Zoom.