




**Minutes of the Executive Committee Meeting
August 04, 2023**

Date of approval: 09.29.23 Initials: 

Call to order: Per Brown Act guidelines, the Inland Adult Education Consortium Executive Committee was held via Zoom: <https://sbccd-edu.zoom.us/j/84231738845> on Friday, August 04, 2023. The meeting convened at 8:14 a.m. Director Dr. Emma Diaz and Consultant Mr. Mitch Rosin conducted the meeting. Minutes recorded by Ms. Jessica Arellano Velasco. The public is welcome to join virtually, or via in-person attendance:

District	Meeting Address
Colton Joint USD	1212 Valencia Dr., Colton, CA, 92324 – Superintendent’s Conference Room
Crafton Hills College	11711 Sand Canyon Rd., Yucaipa, CA, 92399 – President’s Conference Room
Redlands USD	20 W. Lugonia Ave., Redlands, CA, 92374 – Superintendent’s Conference Room
Rialto USD	260 S. Willow Ave., Rialto, CA, 92376 – Superintendent’s Conference Room
San Bernardino City USD	777 N. F St., San Bernardino, CA, 92410 – Superintendent’s Conference Room
San Bernardino COE	601 N. E St., San Bernardino, CA, 92410 – Superintendent’s Conference Room
San Bernardino Valley College	701 S. Mt. Vernon Ave., San Bernardino, CA, 92410 – President’s Conference Room
Yucaipa-Calimesa Joint USD	12797 3 rd St., Yucaipa, CA, 92399 – Superintendent’s Conference Room

Executive Committee Members in attendance

Mr. Mauricio Arellano Superintendent, San Bernardino City Unified School District
 Dr. Cuauhtémoc Avila Superintendent, Rialto Unified School District
 Ms. Cali Binks Superintendent, Yucaipa-Calimesa Joint Unified School District *joined the meeting at 8:24 a.m.*
 Mr. Juan Cabral Superintendent, Redlands Unified School District
 Dr. Kevin Horan President, Crafton Hills College *left the meeting at 8:29 a.m.*
 Dr. Frank Miranda Superintendent, Colton Joint Unified School District
 Dr. Carol Tsushima Administrator, Alliance for Education & SBCROP, SBCSS

Members not in attendance

Dr. Linda Fontanilla Interim President, San Bernardino Valley College

Others Present

Mr. Dana Carter Principal, Yucaipa-Calimesa Joint Unified School District Adult School
 Ms. Angela Hatter Principal, Colton Adult School
 Mr. Troy Martinez Principal, Redlands Adult School
 Mr. Raul Pedraza Jr. Principal, Inland Career Education Center Adult School

1. Minutes

Motion: Approval of April 21, 2023, IAEC Executive Committee Meeting Minutes.			
Motion by: Dr. Cuauhtémoc Avila			
Second by: Dr. Frank Miranda			
Discussion: None			
Member Name	AYE	NAY	Absent
Mr. Mauricio Arellano, Superintendent, Redlands Unified School District	x		
Dr. Cuauhtémoc Avila, Superintendent, Rialto Unified School District	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			x
Mr. Juan Cabral, Superintendent, Redlands Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College	x		
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Linda Fontanilla, Interim President, San Bernardino Valley College			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on April 21, 2023, were approved as presented, without changes.			

2. Public Comment

2.1 None

3. Reports

3.1 2023-24 Contract/MOU: Dr. Emma Diaz presented

- IAEC has received all the MOUs signed and returned for the 2023/24 fiscal year. Dr. Diaz will collaborate with the fiscal agent to ensure that everyone's monthly funds are sent out by the end of this month.

3.2 CCAE Legislative Update: Mr. Dana Carter presented

- SB 447 Atkins - Out of State Travel
 - Summary - repeals prohibition on state and local agency travel to "No Go States"
 - CCAE - Supports
 - Status - Pending (amended and re-referred to appropriations committee 7/11)
- AB 377 Muratsuchi - CTE Incentive Grant Program: Strong Workforce Program
 - Summary - Combines CTEIG & SWP under CTEIG
 - CCAE - Supports
 - CCAE - requested amendment to include adult schools in stakeholder workgroup
 - Status - Pending (re-referred to appropriations committee 7/12)
- AB 897 McCarty - Certificated School Employees: Probationary Status & Service Credit
 - Summary - Provides permanent status to AE teachers if works at least 75% of a 60% percent position after 2 year

- CCAE - Supports
- Status - Pending (in Committee: referred to appropriations suspense file 7/03)

4. Discussion Items

4.1 ESL Healthcare Pathway Grant: Mr. Mitch Rosin presented

- The CA Legislature approved \$130 million in one-time funding to establish ESL Healthcare Pathway Programs over three years. However, the distribution of funds has been delayed until recently when the Chancellor's office announced it would be a grant. This caused confusion in the field since none of us are approved to be grant administrators. The allocation of the \$130 million was intended to be apportionment, not a grant.
- The deadline to submit everything, including the Board of Ed, Board of Trustee votes, letters of intent from community employers, and an entire pathway to be written, is in five weeks. The pushback from the field has been significant.
- IAEC is approved for a little over \$500,000, which is insufficient to set up healthcare ESL pathways. However, it is important to not miss out on the funds either.
- The advice received was to submit the bare minimum to show our interest in participating and fill out the form in Nova. IAEC should do so in a way that suggests Member Districts are still waiting for local approvals and partnership meetings to finalize the actual plan.
- A meeting will take place on Monday at the Chancellor's office to discuss whether they will move forward with the grant. IAEC expects to hear more on Monday or Tuesday as the Chancellor's office works through this. There is a voting item on the agenda to approve Dr. Diaz to move forward with the application pending further guidance.

Dr. Emma Diaz presented

- IAEC contacted Neil Kelly, who advised us to submit what we have to show our intent to move forward. The goal is to give no reason for them to stop offering us funding. We know that we will need board approval from all of your boards to even approve an amendment for those funds.

Dr. Carol Tsushima has requested an overview of the intended purpose of the funds, as the term "English learner healthcare pathways" is quite generic.

Mr. Mitch Rosin listed several pathways that have been identified, including pharmacy, technician, EMT paramedic, medical coding and billing, and dental.

Mr. Mitch Rosin further discussed issues that have been identified with the ESL Healthcare Pathway Grant:

- To pass the licensure exams in their designated healthcare field, ESL students must have a reading level equivalent to twelfth grade or higher. However, many of our ESL students are currently below this level.
- The Chancellor's office has stated that the allocation for year 2 and year 3 is contingent on performance outcomes of year one. A question we post to the Chancellor is, if we choose to do a

pathway that necessitates capital investment, like setting up a dental lab, what should we do with the lab if we are not assured of funding for years 2 and 3?

- The guidelines for spending the money and outcomes were unclear.
- Once we receive further guidance from the Chancellor's office next week, Dr. Emma Diaz will send an update to everyone.

5. Action Items

- 5.1 Accept the Amended IAEC 2023-2024 CFAD COLA Allocation of \$977,919 (including May Revise) and Park with Fiscal Agent for Future Discussion/Decision

Motion: To approve Parking \$977,919 COLA with SBCCD for Future Discussion/Decision			
Motion by: Mr. Mauricio Arellano			
Second by: Dr. Frank Miranda			
Discussion: None			
Member Name	AYE	NAY	Absent
Mr. Mauricio Arellano, Superintendent, Redlands Unified School District	x		
Dr. Cuauhtémoc Avila, Superintendent, Rialto Unified School District	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District	x		
Mr. Juan Cabral, Superintendent, Redlands Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College	x		
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Linda Fontanilla, Interim President, San Bernardino Valley College			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Motion carried unanimously by all present.			

- 5.2 Approve the 2023-2024 IAEC Annual Plan

Motion: To approve the 2023-2024 IAEC Annual Plan.			
Motion by: Ms. Cali Binks			
Second by: Dr. Carol Tsushima			
Discussion: None			
Member Name	AYE	NAY	Absent
Mr. Mauricio Arellano, Superintendent, Redlands Unified School District	x		
Dr. Cuauhtémoc Avila, Superintendent, Rialto Unified School District	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District	x		
Mr. Juan Cabral, Superintendent, Redlands Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College	x		
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		

Dr. Linda Fontanilla, Interim President, San Bernardino Valley College			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Motion carried unanimously by all present.			

5.3 Approve the Consortium Director to Explore Applying for the ESL Healthcare Pathways funding.

Motion: To approve the Consortium Director to Explore Applying for the ESL Healthcare Pathways funding.			
Motion by: Dr. Frank Miranda			
Second by: Dr. Carol Tsushima			
Discussion: None			
Member Name	AYE	NAY	Absent
Mr. Mauricio Arellano, Superintendent, Redlands Unified School District	x		
Dr. Cuauhtémoc Avila, Superintendent, Rialto Unified School District	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District	x		
Mr. Juan Cabral, Superintendent, Redlands Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College	x		
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Linda Fontanilla, Interim President, San Bernardino Valley College			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Motion carried unanimously by all present.			

At 8:29 a.m., the meeting lost quorum when Dr. Kevin Horan left the meeting.

6. Announcements

6.1 2023-24 Executive Committee Meeting Schedule

Dr. Emma Diaz shared the remaining EC meeting dates:

2023-2024 IAEC Executive Committee Meeting Dates	
Friday, August 4, 2023 – Virtual	Friday, February 23, 2024 – Virtual
Friday, September 29, 2023 – Virtual	Friday, March 15, 2024 - CFAD Discussion – Virtual
Friday, October 20, 2023 – Virtual	Friday, April 26, 2024 – CFAD Vote – Virtual
Friday, December 1, 2023 – Virtual	Friday, May 17, 2024 – Virtual
Friday, January 26, 2024 – Virtual	Wednesday, May 29, 2024 – Annual Plan Retreat - Location – In Person

6.2 Conferences Report Out

- May 31, 2023: Inland Adult Education Consortium Annual Plan Retreat
San Bernardino Valley College – In-Person, Room B100 from 10:00 am – 2:30 pm
 - Dr. Emma Diaz shared: During the Annual Plan Retreat, we created the annual plan which incorporated elements from the 3 Year Plan that you had approved in the previous year. This ensured everything was aligned.
- June 13 – 15, 2023: CASAS Summer Institute – Anaheim, CA <https://www.casas.org/>
- July 18 – 20, 2023: GED Annual Conference – New York, NY www.ged.com/gedts23
 - Mr. Dana Carter shared GED topics presented at the conference:
 - Establishing Community Partnerships and Connecting to Local Resources
 - Interpreting GED Test Scores for Placement
 - GED Analytics
 - Fundamental knowledge of GED Testing Program
 - Subject Specific Essential Skills and Strategies
 - Committed to Diversity, Equity, Inclusion and Belonging
 - Solving the 3 out of 4 Dilema
 - All About Accommodations
 - How Aztec is Changing the Adult Education Space
 - GED Boot Camps
- Aug. 1, 2023: Inland PD Day
 - Dr. Emma Diaz shared: About 130 people show up from around the region, we had several breakout sessions. Maria Chavez who is a former ICEC graduate was our keynote speaker. She is now working with Dr. Emma Diaz and her team, supporting transition counselors. Attendees consisted of teachers, classified staff, administrators, program directors and counselors.

6.3 Upcoming Conferences and Professional Development Opportunities

Dr. Emma Diaz shared the upcoming conference dates:

- September 5 – 7, 2023: CWA – Monterey, CA
<https://web.cvent.com/event/5e0251c1-a26f-4a2f-91ee-1f24bbcd0a6d/summary>
- September 14 – 15, 2023: CAEP Director’s Event – Sacramento, CA
<https://register.caladulthood.org/Home/EventDetail/640>
- October 24 – 26, 2023: CAEP State Summit – Hilton, Universal, CA
<https://register.caladulthood.org/Home/EventDetail/635>
- November 17-18, 2023: CCAE Southern & South Coast Fall Conference – Palm Springs, CA
<https://www.ccaestate.org/southern.html>

7. Closed Session

7.1 None Requested

8. Adjournment

The meeting adjourned as a working group at 8:35 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, September 29, 2023, at 8:00 a.m.