



**Minutes of the Executive Committee Meeting  
February 28, 2025**

Date of approval: 04.25.2025 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/85405334831> Friday, February 28, 2025. The meeting convened at 8:08 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 3rd St., Yucaipa, CA, 92399 – Superintendent’s Conference Room

**Executive Committee Members in attendance**

Dr. Gilbert Contreras	President, San Bernardino Valley College
Dr. Ed D’Souza	Acting Superintendent, Rialto Unified School District
Dr. Frank Miranda	Superintendent, Colton Joint Unified School District
Dr. Paul Sevillano	Rim-Of-the-World
Dr. Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS

**Members not in attendance**

Mr. Mauricio Arellano	Superintendent, San Bernardino City Unified School District
Ms. Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Mr. Juan Cabral	Superintendent, Redlands Unified School District
Dr. Kevin Horan	President, Crafton Hills College

**Others Present**

Mr. Dana Carter	Principal, Yucaipa Adult School
Ms. Angela Hatter	Principal, Colton Adult School

Mr. Troy Martinez

Principal, Redlands Adult School

Mr. Raul Pedraza

Principal, Inland Career Education Center (San Bernardino Adult School)

**Quorum: 3 K12 plus 1 CC**

<b>Establish Quorum: 3 K12 plus 1 CC</b>	
<b>Member Name</b>	<b>Attending</b>
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x
Dr. Kevin Horan, President, Crafton Hills College	
Mr. Juan Cabral, Superintendent, Redlands Unified School District	
Dr. Ed D'Souza, Acting Superintendent, Rialto Unified School District	x
Mr. Paul Sevillano, Rim-Of-the-World	x
Mr. Mauricio Arellano, Superintendent, San Bernardino City Unified School District	
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x
Dr. Gilbert Contreras, President, San Bernardino Valley College	x
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District	

**1. Approval of the Minutes**

**1.1 January 31, 2025**

**Motion:** Approval of January 31, 2025, IAEC Executive Committee Meeting Minutes.

**Motion by:** Dr. Frank Miranda

**Second by:** Mr. Paul Sevillano

**Discussion:** None

<b>Member Name</b>	<b>AYE</b>	<b>NAY</b>	<b>Absent</b>
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College			x
Mr. Juan Cabral, Superintendent, Redlands Unified School District			x
Dr. Ed D'Souza, Acting Superintendent, Rialto Unified School District	x		
Mr. Paul Sevillano, Rim-Of-the-World	x		
Mr. Mauricio Arellano, Superintendent, San Bernardino City Unified School District			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Dr. Gilbert Contreras, President, San Bernardino Valley College	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			x

**The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on January 31, 2025, were approved as presented, without changes.**

**2. Public Comment**

**2.1 None**

### 3. Reports

#### 3.1 Governor's Preliminary Allocations, Dr. Emma Diaz presented:

California Adult Education Program (CAEP)  
2025-26 Preliminary Allocations Schedule

CAEP Regional Consortium	Proposed COLA Increase	FY 25-26 Preliminary Allocation	FY 26-27 Preliminary Allocation
01 Allan Hancock and Lompoc Unified Adult Education Consortium	\$49,906	\$2,103,613	\$2,103,613
02 Antelope Valley Regional Adult Education Consortium	\$120,738	\$5,089,455	\$5,089,455
03 Barstow Area Consortium for Adult Education	\$27,308	\$1,151,126	\$1,151,126
04 Butte-Glenn Adult Education Consortium	\$65,958	\$2,780,313	\$2,780,313
05 Greater Opportunity Through Adult Learning (Santa Cruz)	\$103,135	\$4,347,435	\$4,347,435
06 Partnership for Adult Academic and Career Education (SE Los Angeles)	\$441,352	\$18,604,267	\$18,604,267
07 Chabot-Las Positas/Mid-Alameda County Consortium	\$278,184	\$11,726,270	\$11,726,270
08 West End Corridor/Chaffey Regional AE Consortium	\$216,909	\$9,143,334	\$9,143,334
42 Northern Alameda Adult Education Collective	\$241,700	\$10,188,364	\$10,188,364
43 Rancho Santiago Adult Education Consortium	\$139,764	\$5,891,459	\$5,891,459
44 North Coast Adult Education Consortium (Redwoods)	\$33,656	\$1,418,706	\$1,418,706
45 Rio Hondo Region Adult Education Consortium	\$433,736	\$18,283,225	\$18,283,225
46 About Students Regional Consortium (Riverside)	\$249,227	\$10,505,620	\$10,505,620
47 Inland Adult Education Consortium (San Bernardino)	\$316,198	\$13,328,639	\$13,328,639
48 San Diego Adult Education Regional Consortium	\$141,095	\$5,947,575	\$5,947,575

- As of this Wednesday, the preliminary allocation is \$316,198. This allocation will remain preliminary until the Governor signs it. The funds will become available in August once they are accepted in NOVA.

#### 3.2 CAEAA Legislative Update, Mr. Dana Carter presented:

- Governor Newsom's proposing \$322.2 billion budget, without a deficit.
- There is some discrepancy; the LAO office is projecting a 2-billion-dollar deficit.
- In regard to the Local Control Funding Formula, the budget is proposing a 2.43% COLA and thankfully Adult Ed is being funded at the same level as K-12. Keep in mind that COLA can fluctuate before it becomes finalized.
- Important Bills to Monitor
  - AB 401 (Muratsuchi) - CTEIG 4-year grants
    - Starting in 2026-27 fiscal year, designates a portion of the grants awarded as 4-year grants.
    - Draft amends eliminate the grant rollout timeline and instead make the 3-year extension immediate for all grantees.
    - EDC 53071 (2) also amended to allow applicants awards higher than the allocation.
    - Consider language that would allow CAEP funds to be used for CTEIG match if the program is also used by adults.
  - SB 296 (Davies) - Apprenticeship fairs
    - Would require school districts and schools to host at least one apprenticeship fair event during each school year.
  - SB 343 (Grayson) - Designated subjects CTE credentials: waiver
    - Would require the CTC to grant a waiver from the minimum requirements for the 3-year preliminary designated subjects CTE teaching credential and the 5-year clear designated subjects CTE teaching credential to an individual meeting prescribed requirements, including, among other things, having a valid industry-recognized certification in a trade designated by the CTC
  - SB 670 (Cervantes) -

- Adult education: English as a second language programs
  - SB 275 (Smallwood-Cuevas)
    - Eligible training provider list
- Adult Education week is April 6<sup>th</sup> – 12<sup>th</sup>
- John Carranza, a local member, will serve as the new CCAE Southern Section Legislator Chair representative. Dana Carter is set to become the Legislator Chair for the State next year.

#### 4. Discussion Items

##### 4.1 Read-Out and Recommendation from Subcommittee on COLA Allocation Formula

1. Retain 20% from all future COLA Allocations
2. Fund current requests to back-fill only via one-time funds:
  - a. Colton: \$34,357
  - b. Rialto: \$235,000

<b>2024-2025 COLA Requests:</b>	
<b>STARTING BALANCE</b>	<b>\$378,392</b>
Crafton - BOARD APPROVED	\$77,505
Rialto Adult School	\$235,000
Colton Adult School	\$34,357
<b>TOTAL COLA REQUESTED</b>	<b>\$346,862</b>

- Three executive members, Dr. Kevin Horan, Ms. Cali Binks, Dr. Carol Tsushima, met with the Steering Committee.
- The discussion included: How do we move forward, making the decisions to either send out COLA or additional funds?
- The first recommendation was to retain 20% of all future COLA allocation for emergencies.
- The second recommendation was to provide one-time funds to both Colton and Rialto.
- The committee still needs to determine how to define what an emergency is. Everyone agreed to continue meeting to iron out the details.

#### 5. Action Items

##### 5.1 Funding Formula Recommendation from Allocation Subcommittee

**Motion:** To approve Funding Formula Recommendation from Allocation Subcommittee

1. Retain 20% from all future COLA Allocations
2. Fund current requests to back-fill only via one-time funds

**Motion by:** Dr. Frank Miranda

<b>Second by:</b> Dr. Ed D’Souza			
<b>Discussion:</b> None			
<b>Member Name</b>	<b>AYE</b>	<b>NAY</b>	<b>Absent</b>
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College			x
Mr. Juan Cabral, Superintendent, Redlands Unified School District			x
Dr. Ed D’Souza, Acting Superintendent, Rialto Unified School District	x		
Mr. Sevillano, Rim-Of-the-World	x		
Mr. Mauricio Arellano, Superintendent, San Bernardino City Unified School District			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Dr. Gilbert Contreras, President, San Bernardino Valley College	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			x
<b>The motion carried unanimously by all present.</b>			

5.2 Approve: Rialto Adult School Request for a Total of \$235,000 in One-Time Funds

<b>Motion:</b> To approve Funding for Rialto Adult School in the amount of \$235,000			
<b>Motion by:</b> Dr. Carol Tsushima			
<b>Second by:</b> Dr. Frank Miranda			
<b>Discussion:</b> None			
<b>Member Name</b>	<b>AYE</b>	<b>NAY</b>	<b>Absent</b>
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College			x
Mr. Juan Cabral, Superintendent, Redlands Unified School District			x
Dr. Ed D’Souza, Acting Superintendent, Rialto Unified School District	x		
Mr. Sevillano, Rim-Of-the-World	x		
Mr. Mauricio Arellano, Superintendent, San Bernardino City Unified School District			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Dr. Gilbert Contreras, President, San Bernardino Valley College	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			x
<b>The motion carried unanimously by all present.</b>			

5.3 Approve: Colton Adult School Request for a Total of \$34,357 in One-Time Funds

<b>Motion:</b> To approve Colton Adult School Request for a Total of \$34,357 in One-Time Funds			
<b>Motion by:</b> Dr. Carol Tsushima			
<b>Second by:</b> Dr. Ed D’Souza			

<b>Discussion:</b> None			
<b>Member Name</b>	<b>AYE</b>	<b>NAY</b>	<b>Absent</b>
Dr. Frank Miranda, Superintendent, Colton Joint Unified School District	x		
Dr. Kevin Horan, President, Crafton Hills College			x
Mr. Juan Cabral, Superintendent, Redlands Unified School District			x
Dr. Ed D'Souza, Acting Superintendent, Rialto Unified School District	x		
Mr. Sevillano, Rim-Of-the-World	x		
Mr. Mauricio Arellano, Superintendent, San Bernardino City Unified School District			x
Dr. Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS	x		
Dr. Gilbert Contreras, President, San Bernardino Valley College	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			x
<b>The motion carried unanimously by all present.</b>			

## 6. Announcements

### 6.1 2024-25 Executive Committee Meeting Schedule

- Dr. Emma Diaz presented the remaining EC meeting dates for this school year.

<b>2024-2025 IAEC Executive Committee Meeting Dates</b>	
<del>Friday, August 2, 2024 – Annual Plan Vote</del>	<del>Friday, February 28, 2025 – Executive Committee</del>
<del>Friday, September 20, 2024</del>	Friday, March 14, 2025, CFAD Discussion and 3-Year Plan Review
<del>Friday, October 25, 2024 – NO QUORUM</del>	Friday, April 25, 2025 – CFAD Vote; 3-Year Plan Vote
<del>Friday, December 13, 2024 – NO QUORUM</del>	Friday, May 16, 2025 - Executive Committee
<del>Friday, January 24, 2025 – Three Year Plan Retreat @ SBVC</del>	Wednesday, May 28, 2025 – Annual Plan Retreat (EC Members are invited but not required to attend)
<del>Friday, January 31, 2025</del>	

### 6.2 Conference Report Out

- CAEAA – Sacramento, CA – Feb 5-7, 2025, Dr. Emma Diaz presented
  - Mr. Dana Carter's presentation was from the Sacramento CAEAA event earlier this month.

- COE Resource Fair- February 20, 2025, Dr. Emma Diaz presented
  - There was representation from each member of the consortium.
  - Dr. Carol Tsushima shared that it was a successful collaboration with workforce development. They offered workshops in the morning for resume building, how to clear criminal records, and interview practices in hopes of preparing the community by easing barriers that they may be dealing with.

### 6.3 Upcoming Conferences and Professional Development Opportunities, Mr. Mitch Rosin shared the upcoming conference dates:

- Educating for Careers – Sacramento, CA – March 2-5, 2025
- OTAN TDLS – Long Beach, CA – March 7-8, 2025
- ACCE – San Diego, CA – March 12-14, 2025
- COABE – Dallas, TX – March 29-April 2, 2025
- ACTE WBL – Seattle, WA – April 2-6, 2025
- CCAE – Fresno, CA – May 1-4, 2025
- CASAS Summer Institute – Anaheim, CA – June 9-12, 2025

## 7. Closed Session

### 7.1 None Requested

## 8. Adjournment

The meeting adjourned at 8:38 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, March 14, 2025, at 8:00 a.m.