



**Minutes of the Executive Committee Meeting
April 25, 2025**

Date of approval: 08.12.2025

Initials:ED

Call to order: Per Brown Act guidelines, the Inland Adult Education Consortium Executive Committee was held via Zoom: <https://sbccd-edu.zoom.us/j/83159386540> Friday, April 25, 2025. The meeting convened at 8:03 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

- Ms. Cali Binks Superintendent, Yucaipa-Calimesa Joint Unified School District
- Mr. Juan Cabral Superintendent, Redlands Unified School District
- Dr. Gilbert Contreras President, San Bernardino Valley College
- Dr. Frank Miranda Superintendent, Colton Joint Unified School District *arrived at 8:05 am*
- Dr. Paul Sevillano Rim-Of-the-World
- Dr. Carol Tsushima Administrator, Alliance for Education & SBCROP, SBCSS
- Dr. Judy White Interim Superintendent, Rialto Unified School District *arrived at 8:12 am*

Members not in attendance

- Mr. Mauricio Arellano Superintendent, San Bernardino City 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

Quorum: 3 K12 plus 1 CC

Establish Quorum: 3 K12 plus 1 CC	
Member Name	Attending
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	x
Dr. Judy White, Superintendent, Rialto Unified School District	
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	x

1. Approval of the Minutes

1.1 February 28, 2025

Motion: Approval of February 28, 2025, IAEC Executive Committee Meeting Minutes.			
Motion by: Ms. Cali Binks			
Second by: Dr. Carol Tsushima			
Discussion: None			
Member Name	AYE	NAY	Absent
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. Judy White, 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 February 28, 2025, were approved as presented, without changes.			

2. Public Comment

2.1 None

3. Reports

- 3.1 California’s Master Plan for Career Education, Dr. Emma Diaz presented:
- The California Master Plan for Education has been released, and I received a copy for review. CAEP was specifically highlighted as a strength among regional coordination bodies, recognizing that we are already doing much of the requested work.
 - They also emphasized the need for a stronger presence with the Strong Workforce Program and the California Master Plan for Career Education.
 - CAEP effectively serves as a regional coordinator, bringing together community colleges and adult education students in our area.
- 3.2 Strong Workforce – Vision 2030 – May 2025, Dr. Emma Diaz presented:
- Strong Workforce is sponsoring the Inland Empire Desert Regional Consortia for Vision 2030 at the Ontario Convention Center on May 7th and 8th.
 - The focus is on alignment among district, regional, and state plans. A team from San Bernardino Valley College and Crafton College will be attending, so we'll have a presence there to be able to talk about what we do individually with our plans, but how they align with the State Vision 2030.
 - Dr. Carol Tsushima requested that Dr. Emma Diaz share a link to the California Master Plan for Education.

4. Discussion Items

4.1 None

5. Action Items

5.1 Approve Rim of the World Funding Request: \$97,817.00

Agenda Item Number: 5.1			
Motion: To approve Rim of the World Funding Request of \$97,817.00			
Motion by: Ms. Cali Binks			
Second by: Dr. Gilbert Contreras			
Discussion: None			
Member Name	AYE	NAY	Absent
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. Judy White, 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 motion carried unanimously by all present.

- Mr. Paul Sevillano presented:
 - Rim of the World has not had an Adult Ed Program since 2012
 - Demographic data shows a need and interest for Diploma Completion / GED programs, ESL classes, and CTE programs.
 - A health pathway that seems to generate a lot of interest is the pharmacy tech program.
- Dr. Emma Diaz presented:
 - The expected budget, aligned with the approved Rim of the World funding, is approximately \$523,268, which includes a carryover of \$300,887 from 2024-25 and the Preliminary COLA allocation for 2025-26.

5.2 Approve 2025-2026 CFAD Option 1 or Option 2 and Approve SBCCD as Fiscal Agent



OPTION 1 - DISBURSE TO EACH AGENCY				
2024-2025 Allocation	\$13,012,441			
2025-2026 Preliminary COLA	\$316,198			
2025-2026 Preliminary Allocat	\$13,328,639			
Agency	2024-25 CFAD + Ongoing Allocation Amendments	Current COLA	Portion of COLA based on % of Allocation	Preliminary 2024-25 CFAD
Colton				
TOTAL	\$1,062,908	2.43%	\$25,829	\$1,088,737
Redlands				
TOTAL	\$1,128,512	2.43%	\$27,423	\$1,155,935
Rialto				
TOTAL	\$1,650,152	2.43%	\$40,099	\$1,690,251
San Bernardino City				
TOTAL	\$6,479,927	2.43%	\$157,462	\$6,637,389
SBCCD				
SBCCD Allocation	\$864,553			
Pan Consortium	\$561,659			
TOTAL	\$1,292,506	2.43%	\$31,408	\$1,323,910
Yucaipa				
TOTAL	\$793,383	2.43%	\$19,279	\$812,662
SB County				
TOTAL	\$605,053	2.43%	\$14,703	\$619,756
TOTAL	\$13,012,441		\$316,202	\$13,328,639
OPTION 2 - PARK WITH FISCAL AGENT				
Hold COLA with Fiscal Agent and Allocate to Members as Needed			\$316,198	

Agenda Item Number: 5.2

Motion: To approve Option 2; parking 2025-2026 COLA with Fiscal

Motion by: Dr. Paul Sevillano

Second by: Dr. Frank Miranda

Discussion: None

Member Name	AYE	NAY	Absent
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 motion carried unanimously by all present.			

- Dr. Carol Tsushima expressed concerns about insufficient funding for next year and suggested distributing the funds evenly among districts once they can be transferred.
- It was agreed that the funds will be held by the Fiscal Agent. Further discussions are planned to determine a fair way to distribute the funds evenly, rather than having districts submit individual requests. This topic will be added to a future agenda for further consideration.

5.3 Approve 2025-2028 IAEC Three-Year Plan

Motion: To approve 2025-2028 IAEC Three-Year Plan			
Motion by: Mr. Juan Cabral			
Second by: Ms. Cali Binks			
Discussion: None			
Member Name	AYE	NAY	Absent
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 motion carried unanimously by all present.			

- In January, we held a 3-year planning retreat at Valley College. Attendees included the Steering Committee and Mr. Paul Sevillano. The discussions were productive, allowing us to develop the 3-year plan.

- The data was extracted from the new system, Data Vista. The 3-year plan was created with the template that the state provides.
- You will receive an email to approve the CFAD. Once that is approved by everybody, then we can submit the 3-year plan.

6. Announcements

6.1 2024-25 Executive Committee Meeting Schedule

- Dr. Emma Diaz presented the remaining EC meeting dates for this school year.
 - There is a meeting scheduled for May 16, 2025, in case we need it to approve an action; if not, it may be canceled.
 - The Annual Plan Retreat is scheduled for May 28, 2025 at ICEC.

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

6.2 Conference Report Out, Dr. Emma Diaz presented

- COABE – Dallas, TX – March 29-April 2, 2025
 - Dr. Emma Diaz and the counseling team presented on the transition program for the consortium.
- Open House for Adult Students, Valley College – May 8, 2025
 - Mr. Mauricio Arellano facilitated the welcome event, which had a great turnout. Many students attended who are interested in the college. They listened to presentations and learned about the resources available to help them transition into programs at the college.
- CCAE Legislative Day, Mr. Dana Carter presented
 - We supported five bills, and there were various discussions around them. The main goal of these bills is to ensure that when our legislators consider K-12 or community college, they remember to incorporate adult education as well.

6.3 Upcoming Conferences and Professional Development Opportunities, Dr. Emma Diaz shared the upcoming conference dates:

- CCAE – Fresno, CA – May 1-4, 2025
- CASAS Summer Institute – Anaheim, CA – June 9-12, 2025

6.4 Mr. Mauricio Arellano received the ACSA Region 12 Superintendent of the Year.

7. Closed Session

7.1 None Requested

8. Adjournment

The meeting adjourned at 8:34 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, May 16, 2025, at 8:00 a.m.