



**Minutes of the Executive Committee Meeting
October 24, 2025**

Date of approval:

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/89831893113> on Friday, October 24, 2025. The meeting convened at 8:02 am. 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
Rim-of-the-World USD	24740 San Moritz Way, Crestline, CA, 92325 – 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

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. Gilbert Contreras President, San Bernardino Valley College, *arrived late at 8:04 a.m.*
 Dr. Kevin Horan President, Crafton Hills College
 Dr. Paul Sevillano Rim-Of-the-World
 Dr. Carol Tsushima Administrator, Alliance for Education & SBCROP, SBCSS

Members not in attendance

Ms. Cali Binks Superintendent, Yucaipa-Calimesa Joint Unified School District
 Dr. Frank Miranda Superintendent, Colton Joint Unified School District
 Dr. Judy White Superintendent, Rialto Unified School District

Others Present

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	
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	
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	

1. Approval of the Minutes

1.1 August 12, 2025

Motion: Approval of August 12, 2025, IAEC Executive Committee Meeting Minutes.			
Motion by: Mr. Mauricio Arellano			
Second by: Dr. Kevin Horan			
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			
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			X
The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on August 12, 2025, were approved as presented, without changes.			

2. Public Comment

2.1 None

3. Reports

3.1 Federal Update Mitch Rosin presented:

- Everything is on hold. The budget has not been approved, and the government is shut down, so I don't have any updates on our reauthorization or funding for Perkins, etc. Everything is at a standstill.

4. Discussion Items

4.1 Report Out on Steering Committee Meeting re: Fund Distribution

- Consensus: Continue to park funds with fiscal agent
- Consensus: Set a deadline for requesting funds for one-time or ongoing
- Consensus: Create a subcommittee to determine fund distribution criteria (inc. steering and executive committee)
- Committee: Dr. Kevin Horan, Dr. Carol Tsushima, Ms. Cali Binks
 - Dr. Carol Tsushima mentioned that in previous years, when we had sufficient funding for everyone, this wasn't a significant issue. However, now that we've been receiving much lower levels of Cost of Living Adjustments (COLA), we need to consider what it will look like to distribute funding when we have less available than in the past.
 - We don't have clear characteristics or criteria for making selections. It's often very subjective, depending on the needs of each site.
 - Currently, we have a little over \$500,000 in the bank for future disbursements, as noted in the minutes from the last meeting.
 - Mr. Mauricio Arellano commented that he likes all of the recommendations. He believes they are sorely needed, and fortunately, we are currently in a group where everyone collaborates well. He appreciates this cooperation but acknowledges that this may not always be the case in the future. Therefore, he thinks we are establishing some important boundaries and systems that will promote fairness and allow for professional debate regarding requests. He fully supports these efforts.
 - Mr. Paul Sevillano agreed with Mauricio Arellano, acknowledging that the recommendations are likely necessary. He emphasized that, based on his experience in other consortiums with reduced budgets, establishing clear criteria for decision-making is important as financial resources become more limited.
 - Dr. Carol Tsushima agrees with the recommendations. She believes that establishing the infrastructure now is a proactive approach to prepare for any unforeseen challenges that may arise in the future. She echoes Mauricio's sentiments and states that we should take advantage of the current situation by putting in place structures that we can all agree upon. We can then test these structures and move forward with confidence. Carol emphasizes that this is a wise decision because we must change our current practices, which are not sustainable. Overall, she appreciates the valuable recommendations that will enable us to be proactive.

- Dr. Kevin Horan, Dr. Carol Tsushima, and Mr. Raul Pedraza were nominated or volunteered to be part of the subcommittee responsible for determining fund distribution criteria.

5. Action Items

5.1 None

6. Announcements

6.1 2024-25 Executive Committee Meeting Schedule

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

2025-2026 IAEC Executive Committee Meeting Dates	
Monday, August 4, 2025 — NO QUORUM	Friday, February 27, 2026
August 12, 2025 — Annual Plan Vote	
Friday, September 19, 2025 — NO QUORUM	Friday, March 27, 2026 – CFAD Discussion
Friday, October 24, 2025	Friday, April 24, 2026 – CFAD Vote
Friday, December 12, 2025	Friday, May 15, 2026
Friday, January 30, 2026	TBD – Annual Plan Retreat

- We typically don't meet in November due to the holidays and reduced work schedules. Dr. Emma Diaz will reach out to schedule the subcommittee meeting.

6.2 Conference Report Out, Dr. Emma Diaz presented

- CAEP Summit – Anaheim, CA – September 24-26, 2025
 - Two of our programs within the consortium were recognized at the state level as model programs. Crafton Hills College received one of the top honors for their Summer Bridge program. Additionally, ICEC was recognized for their mobile health clinic. Both programs were acknowledged for their excellence at the state level.
- Noncredit Summit – Walnut, CA (Mt. SAC) – October 17, 2025
 - It was sold out. This was only the third time that non-credit summits have been held at the state level. The event featured welcoming remarks from the Chancellor, who focused on two main topics: Credit for Prior Learning (CPL) and AI literacy. She spent the majority of her

time discussing these subjects, and there were also several high-level panels and breakout sessions for practitioners.

6.3 Upcoming Conferences and Professional Development Opportunities, Mitch Rosin presented

- CCCAOE – Rancho Mirage, CA – October 22-24, 2025
- CALCP / CAROCP – Rancho Mirage, CA – November 19-21, 2025
- CCAE Southern/South Coast – Palm Springs, CA – November 21-23, 2025

6.4 Data and Accountability Work Group, Dr. Emma Diaz presented

- Ten years ago, there were four work groups involving both community college and K-12 practitioners, focusing on issues and metrics to guide the state. After two years, these groups were discontinued but have now reconvened as the data and accountability workgroup, which includes six members from each sector. I sit on this workgroup and serve as the sub-chair for the transitions subcommittee. Our goal is to identify data gaps and assess the relevance and impact of the information we collect. We held our first meeting on September 22nd, with the next scheduled for November in Sacramento. These discussions are crucial as they help improve our data capture.

7. Closed Session

7.1 None Requested

8. Adjournment

The meeting adjourned at 8:15 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, December 12, 2025, at 8:00 a.m.



PROJECT PROPOSAL

Prepared By

11-24-2025
SCIENS AV Communications Division
21845 US HWY 18
Apple Valley, CA. 92307
Joe Torchia – Estimator
jtorchia@sciensusa.com

Prepared For

CRY-ROP Data Drops
1214 Indiana Ct. Bldg. B
Redlands, Ca. 92373
John Havard
#50506

Sciens Building Solutions is pleased to provide the following proposal for the above-referenced project.

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Statement of Work

- CRY-ROP making one office into two offices, each office receives 2 Cat6A cables in wall.
- Classroom B4 receives one WAP with 2 Cat6A cables in ceiling with 2 port surface mount.
- Classroom B5 receives one WAP with 2 Cat6A cables in ceiling with 2 port surface mount.

Clarifications

Low Voltage/Data

Included	Excluded	Item
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Normal Business Hours, Monday - Friday 7 AM – 4 PM
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Project Management
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Engineered Drawings/Submittal Package
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Engineering or professional stamp drawings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Applicable Sales Tax
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Freight
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Demo
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Installation Labor and Material
<input type="checkbox"/>	<input checked="" type="checkbox"/>	120V circuits and breakers
<input type="checkbox"/>	<input checked="" type="checkbox"/>	All conduits and cable tray, raceways, stub-ups, back boxes, junction and pull boxes, site inner duct, and horizontal/vertical sleeves
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lifts
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Permits
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Floor coverings for lifts and hoists
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Payment and performance bonds
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Roof, wall, floor penetrations or core drilling
<input type="checkbox"/>	<input checked="" type="checkbox"/>	After Hours Labor/Inspections
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Weekend and Holiday Labor/Inspections
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Phasing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Asbestos Abatement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	One (1) year installation labor defect warranty from date of substantial completion



Pricing Summary

Sciens Building Solutions proposes to furnish the above, subject to our standard Terms & Conditions of Sale, for the sum of:

\$5,858.07

This proposal may be withdrawn if not accepted within 30 days from the date shown above.

Approval

I approve this proposal and agree to the terms and conditions.

Name _____

PO (if required) _____

Signature _____

Date _____

Our Solutions Team Members

We are committed to delivering world-class service. As such, we want you to know the individuals within our organization that will be able to assist should have any questions or need assistance as it relates to the solution that we are providing for the above-mentioned project.

- **Robert Amato, Sales Manager**, prepares the estimate and proposal to meet the overall project scope and objective.
- **Jeff Marek, Operations Manager**, is responsible for ensuring we meet our contractual obligations to you and for your overall satisfaction.



About Sciens Building Solutions

From the smallest elementary school to the tallest skyscraper, Sciens uses comprehensive system design to keep facilities safe, secure, and compliant through all phases of planning, installation, and maintenance. Every day we are doing the important work of protecting people and property. We serve businesses and protect lives by providing complete fire protection, security, communications, and electrical product offerings to give our customers peace of mind about safety and building compliance. By having a local, regional, and national presence, we not only ensure accessibility and convenience for our customers but also demonstrate our commitment to growth, innovation, and excellence in all aspects of our operations.

Notices

Each notice or other communication associated with this Agreement shall be in writing and be given by electronic mail, personal delivery, or by a reputable overnight courier with confirmed receipt to the addressee. Your email address, postal address, and relevant person or office holder is as follows:

Robert Amato
Sales Manager
760-247-2668
ramato@sciensusa.com

Terms and Conditions

This proposal is subject to Sciens Building Solutions' current terms and conditions. To view, click on link below:
<https://www.sciensusa.com/projecttermsconditions/>

PROPOSAL



14340 Elsworth St. Suite 103
 Moreno Valley, CA 92553
 951.656.5515 - Fax: 951.656.4771

Date	Estimate #
11/7/2025	5634
License #879426 Expires: June 30, 2026	

Name / Address
Redlands Unified School District 20 W. Lugonia Ave Redlands, CA 92374
Customer Phone: (909) 307-5300 Customer Fax: 909.307.5363

Terms
Net 30

Description	Total
<p>We hereby propose to furnish labor necessary for the completion of the following:</p> <p>Location: Adult ED, 1226 Indiana Ct. Redlands, CA. 92374</p> <p>Scope of work: See below</p> <p>Run 2 new ducts for office</p> <p>Note: There may be additional changes for Air Ducts</p>	5,000.00

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum _____
 All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and cost of litigatin relating to said legal action, as determined by a court of competent jurisdiction.

MGS, Inc. Authorized Signature: _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature: _____ Signature: _____ Date of Acceptance: _____

PROPOSAL



14340 Elsworth St. Suite 103
 Moreno Valley, CA 92553
 951.656.5515 - Fax: 951.656.4771

Date	Estimate #
11/7/2025	5634
License #879426 Expires: June 30, 2026	

Name / Address
Redlands Unified School District 20 W. Lagonia Ave Redlands, CA 92374
Customer Phone: (909) 307-5300 Customer Fax: 909.307.5363

Terms
Net 30

Description	Total
#1 Build 2 offices Frame, drywall, mud, tape texture install cove base, paint walls to match as close as possible Install 2 timely doors & jambs Install hardware	45,000.00
#2 Frame in opening to install timely door & jambs Frame drywall, mud, tape, texture Paint to match as close as possible Install hardware, install cove base	
#3 Demo walls to make offices bigger Frame walls install timely doors & jambs Drywall, mud, tape, texture Paint to match as close as possible Repair carpet, install cove base	
Note: There may be unforeseen damage for T Bar ceiling when demo happens that may require repair & carpet	
Labor only:	
Bonds	3,000.00

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum **\$53,000.00**
 All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and cost of litigation relating to said legal action, as determined by a court of competent jurisdiction.

MGS, Inc. Authorized Signature: _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature: _____ Signature: _____ Date of Acceptance: _____