



**Minutes of the Executive Committee Meeting
December 12, 2025**

Date of approval: 02.27.2026

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/89831893113> on Friday, December 12, 2025. The meeting convened at 8:09 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
Dr. Kevin Horan	President, Crafton Hills College
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. Alejandro Alvarez	Superintendent, Rialto Unified School District
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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	x
Dr. Kevin Horan, President, Crafton Hills College	x
Mr. Juan Cabral, Superintendent, Redlands Unified School District	x
Mr. Alejandro Alvarez, 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	x

1. Approval of the Minutes

1.1 October 24, 2025

Motion: Approval of October 24, 2025, IAEC Executive Committee Meeting Minutes. Motion by: Mr. Mauricio Arellano Second by: Mr. Paul Sevillano 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		
Mr. Alejandro Alvarez, 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			
Dr. Gilbert Contreras, President, San Bernardino Valley College	x		
Ms. Cali Binks, Superintendent, Yucaipa-Calimesa Joint Unified School District			
The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on October 24, 2025, were approved as presented, without changes.			

2. Public Comment

2.1 None

3. Reports

- Legislative Update, Dana Carter presented:
 - There aren't many updates at this point because we are in a season where a lot of bills are being presented. However, one item on our radar is Prop 98 funds. There is just over \$7 billion that has been promised in Prop 98 but has not yet been expended. Organizations such as AXA, CCA, and CAIA are working with our contacts in Sacramento to determine the governor's plans regarding these funds. We know that the budget will be released in January, but as I mentioned, there are promised funds that have yet to be expended.
 - We do have some healthcare grants available, including the Health Care Pathway Grant, which some of you may already be familiar with. The third round of funding is approaching, and the money has already been secured. However, we need clarification on how this funding will be distributed. The goal is to work through regional hubs, but there hasn't been a clear definition of what those hubs will be. We are requesting additional clarity on this matter, and as soon as that information is available, we will share it.
 - The good news about WIOA is that Grant Award Notices (GANs) are out. Superintendents should watch for these documents, which need to be signed and returned to the California Department of Education (CDE) by January 16th. Our region performed well, with 75 agencies statewide receiving an increase in WIOA funding, and many of our consortium members are included. In contrast, 135 agencies faced a decrease in their funds. This success emphasizes the strength of our collaboration, benefiting both our students and our financial resources.

4. Discussion Items

- 4.1 Report Out on Funding Subcommittee re: Fund Distribution, Dr. Emma Diaz presented:
- **Consensus:** Keep a reserve of 10% of COLA to cover increased costs for Data & Accountability purchasing (ASAP, NEDP, Aztec).
 - **Consensus:** Disburse COLA per current allocation schedule.
 - Subcommittee: Dr. Kevin Horan, Dr. Carol Tsushima, and Mr. Raul Pedraza
 - The history of our journey is essential to understanding why the executive body decided to pool all funds together initially. This approach allowed for distribution based on submitted proposals. When we began around 2015-2016, neither Colton nor Rim of the World had programs, and the county and colleges were in a similar situation. If we had based funding solely on the number of students served at that time, newer programs wouldn't have received support. Recognizing our progress over the years is vital, as annual funding increases enable us to meet current needs and foster strategic growth for everyone involved. I would like to share a timeline of this development over the past decade.
 - If needed, you could choose to implement this one year, and when we discuss the CFAD—usually in April—we can vote on it since it's due every May 2nd. If we ever receive a substantial amount of funding and you decide to return to this option, you have the flexibility to make changes on a yearly basis.
 - The \$502,356 will be distributed now, following the current distribution schedule, with a 10% holdback. Dr. Emma Diaz will provide updated contracts to each district.

- This will become an action item at the next meeting.

Member District	2015-16 MOE Funding	2025-26 Funding
Colton Joint USD	0	\$1,028,551
Redlands USD	\$139,311	\$1,128,512
Rialto USD	\$535,130	\$1,415,152
Rim of the World USD	0	\$97,817
San Bernardino City	\$5,926,321	\$6,479,927
San Bernardino County	0	\$605,053
Yucaipa-Calimesa USD	\$271,996	\$793,383
Colleges (SBVC and CHC)	0	\$961,337
Fiscal Agent		\$502,356

5. Action Items

5.1 Redlands Capital Outlay of ~\$75K on Office Renovations, Mr. Mitch Rosin presented:
(See bids in Board Packet; Not a request for funds)

CAEP Capital Outlay Process: All capital outlay requests require an informational email stating the following has/promise it will occur:

1. Consortium has approved the capital outlay and expense (provide date item was approved)
2. The project aligns with the Three-Year/Annual Plan for the consortium
3. Provide the quote for work done
4. The member must follow all state & local policies and procedures related to capital outlay. This would include district facilities approval, following procurement processes, and notification of state agency facility departments.

Once the expense is approved and aligns with the consortium plans, the consortium lead will need to submit an informational email/request via the Support Ticket system to CAEP TAP. Please attach the quote, if one is available, and acknowledgement of item #4.

The CAEP Office will review and reach out if they have any further questions. The email is informational only, so if CAEP does not reach back out within 10 days with questions, you are welcome to move forward with the planning of the project.

Virtual Vote Record			
Agenda Item Number: 5.1			
Motion: Approval for Redlands to spend ~75K on capital improvements			
Motion by: Mr. Juan Cabral			
Second by: Dr. Kevin Horan			
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		
Mr. Alejandro Alvarez, 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		
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- The italicized portion outlines the state requirement for capital outlay. We are presenting this as an information item, but it still requires a vote from the executive committee. If anyone from Redlands wishes to comment on this, please do so. This is just a formality, and there is no request for funding associated with this item.
- Mr. Troy Martinez shared that Redlands is creating four offices in the front office area for its counselors. It will need to make several building improvements, including adding fire sprinklers, relocating the fire pull panel, and upgrading the HVAC system. The entire project is expected to take about two weeks. It will begin next Friday and should be completed by January 4th, so it will progress and finish quickly. This project has already been budgeted for.

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	
August 12, 2025 — Annual Plan Vote	Friday, February 27, 2026
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

- By the end of February, we typically know the preliminary allocations for the next year, so discussions for our CFAD vote will begin then. We hold discussions about funding in May, but the actual vote occurs in April, as we must submit our documents to the state by the May 2nd deadline.
- The meeting on January 30th was requested to be rescheduled due to the Access Superintendent Symposium meeting scheduled for the same day.

6.2 Conference Report Out, Dr. Emma Diaz presented:

- CCCAOE – Rancho Mirage, CA – October 22-24, 2025
 - There was extensive discussion about the EL Healthcare Pathways Grant that will soon be released for Stage 3. The grant is transitioning to a hub-and-spoke model. Several regions of the state are planning to apply as super regions.
- CALCP / CAROCP – Rancho Mirage, CA – November 19-21, 2025
- CCAE Southern/South Coast – Palm Springs, CA – November 21-23, 2025
 - Attendance was very low this year.
 - Several staff members from ICEC were recognized with awards, including Mr. Raul Pedraza who received the Dom Gagliardi Award. I would like to extend my congratulations to them. It was a nice moment to see so many staff members honored.
 - There was an excellent representative for the ESL workshops, which proved very beneficial for our ESL teachers who attended. However, the content related to ABE (Adult Basic Education) and high school was somewhat lacking this time. We provided this feedback to the organizers to emphasize that, since we are investing money to send our staff to these trainings, it is essential that the workshops address the needs of our teachers. This, in turn, will help us better meet the needs of our students.

6.3 Upcoming Conferences and Professional Development Opportunities, Mitch Rosin presented:

- CAEAA – San Diego, CA – February 11-13, 2026
- CASAS Training @ SBCCD – February 25, 2026
- ACCE – San Diego, CA – March 11-13, 2026
- MPAEA – Las Vegas, NV – March 23-25, 2026
- COABE – Indianapolis, IN – April 12-15, 2026
- CCAE – San Diego, CA – April 30 – May 2, 2026
- CASAS Summer Institute – Anaheim, CA – June 15-17, 2026

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

- The state has formed the Data and Accountability Workgroup to revisit the data collection processes used in previous field teams from a decade ago. Currently, this data is not linked to funding, and we are still discussing how to identify the gaps between our systems.
- The workgroup consists of six individuals from the community college sector and six from the K-12 sector, along with representatives from WestEd, CASAS, the CCCCO, and CDE. We have

already held three meetings and have three more scheduled, with the goal of completing our work by March.

- One of the primary topics of discussion has been transition services. For the past nine years, we have seen significant growth in this area through the California Adult Education Program (CAEP) initiative. However, our data systems currently do not adequately capture the effort involved in transitions, such as moving from adult schools to community colleges. The purpose of this exploration is to identify ways to collect more comprehensive data on these transitions.
- We should also recognize Mr. Mauricio Arellano, who named ACSA Superintendent of the Year.
- Dr. Gilbert Contreras shared that they received exciting news earlier this week: we have officially earned the designation of a Black-serving institution. Achieving this milestone required a lot of hard work. A task force was dedicated to this effort, which was one of my priorities when I assumed this position. This is a significant win for the college, and we are very excited about it. We look forward to building connections with our partners to enhance our identity as a Black-serving institution.
- Dr. Frank Miranda mentioned that they received the Golden Bell Award for their district. The California School Boards Association recently awarded this honor—for the first time ever—to their district, recognizing the work being done in mental health.

7. Closed Session

7.1 None Requested

8. Adjournment

The meeting adjourned at 8:32 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, January 23, 2026, at 8:00 a.m.