



WEST END CORRIDOR
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

*Chaffey Joint Union – Chino Valley Unified – Fontana Unified – Upland Unified – Baldy View ROP
Chaffey Community College*

Meeting Minutes

West End Corridor Consortium

Chaffey Adult School / Wednesday, September 13, 2017

1. Welcome/Introductions- Attendees: Cindy Gleason, Carl Hampton, Hesham Diab, Todd Haag, Scott Symkins, Santiago Jackson
2. Approval of Agenda- Moved: Scott / Second: Hesham
3. Approval of Meeting Minutes from the August 16th meeting- *August 16 meeting attendees: Cindy Gleason, Carl Hampton, Matthew Morin, Hesham Diab, Todd Haag, Tracey Vackar (Fontana), Jim Fillpot & Vanessa Thomas (Chaffey College), Alan Helfman, Santiago Jackson*
Moved: Cindy / Second: Carl
4. Public Comment- None
5. Member Comment-
Todd distributed program information, fliers and application, for Chaffey Adult School's "Court Reporting" course set to begin the week of September 18th.
6. Consent Items- None
7. Legislative Update-
Santiago commented on AB288 (2015 legislation) related to Matt Morin's question at the previous meeting regarding dual enrollment of high school students in college and any impact on adult education students.
8. Data & Accountability Plan Funds- Discussion regarding the use of funds as it relates to updated information from recent and upcoming regional trainings. Cindy also commented on some of the interesting queries and systems being development by her data/tech staffer, Diego. Discussion also ensued regarding defining consortium data & vocabulary for consistency and training for appropriately tagging in ASAP and/or member agency student data systems.
9. Professional Development Plan- WIOA Title II Grantees, due Oct. 30, 2017 via OTAN site. See letter from CDE and sample template (official OTAN submission template available soon)
10. AEBG Regional Trainings- Neil Kelly from AEBG & Jay Wright from CASAS- highly recommend member participation- see item 13.7 for future dates and schedule handout.
11. Data/Accountability- Discussion as it related to upcoming regional trainings and identifying & defining consortium data metric. Todd shared some of changes, direction, recent decisions and definitions related to data as presented by Neil Kelly (AEBG) and Jay Wright (CASAS) at the regional

training he attended at North Orange County Community College. Todd strongly encouraged member participation at upcoming trainings, including Chaffey Adult School on Sept. 14th, and also encouraged the attendance of agency staff members tasked with managing their agencies data at day two the regional trainings, specific to CASAS and TOPSpro Enterprise.

12. Flying/Posting of Project Coordinator-

Todd updated the membership with the news that Eric Bishop has indicated that Chaffey College would not be able to serve as the “employing agency” for the WEC’s “Program Director” position. It was the hope/intent that the college could serve in this capacity to allow the kind of flexibility that school districts may not be able to access such a position. Eric indicated that negotiations and related issues prohibits moving forward with the college at this time. Todd will pursue other options, including CJUHSD, Baldy View ROP or employing the Consortium Director as a consultant with a year-to year contract.

13. Announcements/Reminders/Calendar of Events/Due Dates:

- 13.1 Allocations from 15-16 must be spent by December 2017
- 13.2 AEBG Fall Summit- for program leads, 10/12 & 13, Sacramento-Todd is registered
- 13.3 San Bernardino WDB meeting- September 20th, 1:00 pm, San Bernardino
- 13.4 CCEMC Conference, 9/29/17, Ontario Double Tree (Vineyard Av & 10 Freeway)
(Cal Coalition of Early & Middle Colleges) Approved consortium funds at 8/16 meeting
- 13.5 CalWORKS Meeting- October 13th, 10:00 am, San Bernardino ROP Office
- 13.6 Professional Development Plan-for WIOA Title II Grant Recipients-Due Oct. 30, 2017
See OTAN site for template to be released in near future.
- 13.7 AEBG Regional Trainings-9/14-CAS, 9/26-Burbank Ad. Sch, 11/15-San Bern Valley CC
- 13.8 ASAP Conference- 11/2 & 3, Santa Clara, CA / Access the online registration form at:
<https://register.asapconnected.com/Courses.aspx?CourseGroupID=30799> (approved 4/28/17)
- 13.9 CCAE South Coast Section Fall Conference- November 17 & 18, Palm Springs-
Moved: Carl / Second: Hesham
- 13.10 Data/Accountability Plan funds extended through to 12/18.
- 13.11 Financial Reporting- Accounting and reporting of member agency activities
expenditures per member agency submittal- Template release in October. *Delayed?*
- 13.12 The firm “Full Capacity Marketing” has been retained by the state for the marketing
& promotion of adult education. May contact agencies for best practices/successes.

14. AEBG Webinars- see AEBG website- pre-register, before and up-to, the start of the webinar.

15. Consortium/Chaffey Adult hosting AEBG Regional Training at CAS on September 14th-

Neil Kelly, State AEBG, contacted Todd requesting that Chaffey Adult School and WEC consortium consider hosting an AEBG Regional Training and that the consortium utilize “Data & Accountability Plan” funds for providing a “working lunch” for attendees, including large number of WEC membership staff. Mr. Kelly cited CAS central location for regional attendees with close proximity to Ontario Airport as reason for the request. Amount not to exceed \$650.00.

Moved: Carl / Second: Hesham

16. Other

16.1 Discussed course/program articulation with Chaffey College as being the next major activity/professional development for member agency staff.

16.2 Approved the use of consortium-wide “Data & Accountability Plan” funds for student data system, ASAP, for those agencies using the system for 17-18.

Moved: Carl / Second: Cindy

Next meeting- October 18, 2017 / Chaffey Adult School