



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, January 17, 2018

1. Welcome/Introductions- Attendees: *Cindy Gleason, Carl Hampton, Hesham Diab, Roseanne Redfearn, Todd Haag, Scott Sypkens, Alan Helfman*
2. Approval of Agenda- with the addition of item 12.7 per Carl Hampton (COABE conference)
Moved: Cindy / Second: Hesham Approved
3. Approval of Meeting Minutes from the December 13th meeting- *Dec. 13 meeting attendees: Cindy Gleason, Carl Hampton, Hesham Diab, Roseanne Redfearn, Todd Haag, Matthew Morin, Scott Sypkens, Lucinda Zamora (CC Career Transition/Articulation) Vanessa Thomas (CC Strong Workforce, Candice Brock (Admin. Assist. Adult Ed), Charmaine Phipps (CC ESL Transitions to College), Alan Helfman*
Moved: Scott / Second: Cindy Approved
4. Public Comment- Alan commented on the recent development of the CC Chancellors Office and the legislature's plans to move forward with a statewide "online community college" and that adult education and (ACSA) should play a role in the development of and access to this program.
5. Member Comment- None
6. Consent Items- None
7. Legislative Update- Governor's initial budget proposal for adult education includes a COLA of 4.5%, in addition to ongoing 500 million in funding, and 5 million for data development. Alan strongly suggests legislative participation to maintain this intended funding through the May Revise. Suggested strong participation in the following activities:
ACSA Legislative Day - April 9 & 10 Sacramento
CCA/CAAEEA Legislative Day- April 16 & 17 Sacramento
8. NOVA & Budget Deliverable- Certified by Haag, fiscal agent, on January 15, 2018. Todd reviewed the process and clarified the fact that the submitted budgets can be edited once approved by the state. Haag also clarified the need to forward an amended 16-17 CFAD document to the state as a result of the recently submitted NOVA budgetary template being pre-populated with 16-17 allocation information. Haag provided a copy of the CFAD and collected member signatures for submission to the state. Todd will

also forward the members an updated spreadsheet containing allocation details for the past three years.

9. Process for developing 3 year plan- Template still being developed by State AEBG
 - 9.1 Revisit WEC Guiding Principles- Haag to forward to members for remind/review
 - 9.2 Marketing Plan/Budgetary Discussion- further discussion to include collaboration with new program director

10. Flying/Posting of Project Coordinator- *update*

10.1 Discussed and reviewed posting Language, posting Instruments and timelines.

Also discussed status of fiscal agent (CJUHSD) approval and hiring process.

10.2 Revisited resent discussion regarding the moving forward with a known entity, specifically recent CJUHSD retiree and adult school administrator, Dana Galloway. Members voiced interest in Haag pursuing with his District, and upon approval, to solicit member opinion via an email vote.

Moved: Cindy / Second: Scott / Approved

11. For Discussion/Future Consideration

11.1 Discussed a Stakeholder Event/Activity for informing plans moving forward to include one and/or three year plan.

11.2 Discussed approaching future allocations approaches after the winter summit. Haag to forward original algorithm/allocation process to member for remind/review.

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

12.1 Allocations from 15-16 must be spent by December 2017- *status*

12.2 Fee Policy from State AEBG- *posted on website- see handout*

12.3 **AEBG Winter Summit**- Jan 22 & 23, 2018, Los Angeles- *previously approved*

See e-mails from Haag regarding registration & hotel information

12.4 CAEAA (CA Adult Ed. Admin. Assoc.)- 2/1 & 2, Sacramento- *previously approved*

12.5 CCAE Southern Section Conference- 2/10, Pala Mesa Resort (1 day)- *previously approved*

12.6 CASAS Summer Institute- June 19-21, San Diego- *previously approved*

See memo from Jay Wright (CASAS) regarding room reservation detail

12.7 COABE (Coalition for Adult Basic Education) Conference- Phoenix AZ, March 26 & 27.

Approval for one member from each agency to participate utilizing consortium data/accountability fund. Moved: Carl / Second: Cindy / Approved

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

Next meeting- February 28, 2018 / Chaffey Adult School