



**WEST END CORRIDOR**  
**CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM**

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*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, April 11, 2018

1. Welcome/Introductions- Attendees: *Cindy Gleason, Carl Hampton, Hesham Diab, Matthew Morin, Roseanne Redfearn, Andi Johnston (BVROP), Todd Haag*
2. Approval of Agenda-  
Moved: Cindy / Second: Matt / Approved
3. Approval of Meeting Minutes from the January 17<sup>th</sup> meeting- *Cindy Gleason, Carl Hampton, Hesham Diab, Roseanne Redfearn, Todd Haag, Scott Sypkens, Alan Helfman*  
Moved: Hesham / Second: Carl / Approved
4. Public Comment-
5. Member Comment-
  - 5.1 Congratulations to Carl Hampton on being named ACSA Region 12 “Adult School Administrator of the Year”. To be honored at the Ontario Double Tree evening of 4/23.
  - 5.2 Carl also distributed a consortium meeting schedule for 18-19.
6. Consent Items- None
7. Legislative Update-

Todd shared updates related to his participation in a recent consortium director meeting with Neil Kelly hosted by the San Bernardino Consortium and information received at CCAE Legislative Day on April 9 & 10. Budgets moving forward are a combination of 16-17 & 17-18 funds and 60% of combined consortium funds are to be spent by 6/30/18 or a correction action plan required. While this sounds dyer, Neil Kelly expects a large number of consortia to fall prey to this requirement. CCAE lobbying position are to recognize the governor’s initial budget, subject to revision, of a COLA for adult education that equates to \$280,000 for the WEC. CCAE is also asking for an additional \$110 million for adult education, a modification to the word “grant” in AEBG and metrics for programs for immigrants.
8. Project Coordinator Position- Dana Galloway  
In representing the fiscal agent and in follow-up to a previous e-mail vote, Todd asked for a confirmation vote for the hiring Dana Galloway as the consortium Program Coordinator to be forwarded to the CJUHSD Board of Trustees for approval.  
Moved: Matt / Second: Cindy / Approved

9. Adult Education Solutions- 1/1/18 – 6/30/18

The consortium intends to continue the relationship with Adult Education Solutions (AES) through the end of the fiscal year ending 6/30/18 and will re-visit the relationship for any portion of 18-19.

Moved: Carl / Second: Matt

Approved

10. Allocations for 2018

Member CFAD (Consortia Fiscal Administration Declaration) documents, indicating funding allocations to member agencies, are due 4/30/18, including the addition of \$280,000 for the WEC per the governor's initial budget proposal. The membership discussed options for managing allocations for next year per the CFAD requirement and determined that the issues of thoughtful analysis, annual plan development, May budget revise uncertainties, and the interest in maximizing flexibility warranted the following approach: Base funding amounts to remain the same and any additional funding be devoted to the consortium-wide account for future determination.

Moved: Carl / Second: Matt

Approved

11. NOVA & Budget Deliverable- Due April 30, 2018

Todd reminded members of their responsibility to manage this requirement and encouraged all members and/or those responsible at their agency to view the April 6<sup>th</sup> recorded webinar found on the AEBG website. Haag will follow-up with an e-mail with any specific details that could be of assistance to members.

12. Process for Annual Plan (Addendum to 3 Year Plan)- due August 15<sup>th</sup> -Template still in devel. Members discussed a revisit of the WEC Guiding Principles, the development of a marketing plan and budget for said plan activities, the potential of a stakeholder event or informational mailing and the scheduling of a retreat toward development of the annual plan and fund allocation per item #10.

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

14.1 ACSA Legislative Day- April 16 & 17- Sacramento

14.2 NOVA- CFAD due May 2<sup>nd</sup> - See AEBG website and recorded webinar

14.3 3<sup>rd</sup> Quarter AEBG Data submission- April 30<sup>th</sup>

14.4 CCAE Legislative Day- Haag, students & staff participated- de-brief

14.5 AEBG Winter Summit- Jan 22 & 23, 2018, Los Angeles- *de-brief*

14.6 CAEAA (CA Adult Ed. Admin. Assoc.)- 2/1 & 2, Sacramento- *de-brief*

14.7 CCAE Southern Section Conference- 2/10, Pala Mesa Resort (1 day)- *de-brief*

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

14.9 COABE (Coalition for Adult Basic Education) Conference- Phoenix AZ, 3/26 & 27- *de-brief*

14. Additional Items for Vote-None

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

Next meeting- May 9, 2018 / Chaffey Adult School