



**RSAEC's Amendment to the AB86 Regional Comprehensive Plan  
submitted on March 1, 2015**

**Amendments - Dated May 15, 2016:**

**Table 3.1: Implementation Strategies To Create Pathways, Systems Alignment  
And Articulation Among Consortium Participants**

Transition to be Addressed	Strategy/Approach to be Employed	Resources Needed	Estimate of the Cost	Responsible Parties	Methods of Assessment	Timeline
<b>Overlapping Program Areas:</b> These areas of the program overlap and have been grouped together so that the resources needed and the estimates of the cost will not be duplicated.						
<b>Program Areas: All</b> Meet the needs of adults with disabilities in mainstream classes such as CTE, ESL, ABE and ASE	Hire Instructional Assistants (IAs) with a background in special education  Increase the number of students who receive assistance with their learning needs, behavioral needs and physical limitations  Create a better learning environment for students with disabilities	Funding to hire Instructional Assistants  Funding to provide professional development	\$25,000	RSCCD GGUSD	Track the increase in students with disabilities in mainstream courses  Track the number of course completions obtained by this student group  Track the number of students who have contact with the IAs	July 1, 2015 – June 30, 2018
<b>Program Area 1:</b> Elementary and secondary basic skills, including classes required for a high school diploma or high school equivalency certificate						

Transition to be Addressed	Strategy/Approach to be Employed	Resources Needed	Estimate of the Cost	Responsible Parties	Methods of Assessment	Timeline
<p>Facilitate the transition of students through their HSS courses</p> <p><b>Amend to include: Facilitate the transition of students through their coursework in any of the seven AEBG Program Areas</b></p>	<p>Process ongoing and final grades</p> <p>Give clerical, curriculum, and registration support</p>	<p>Funding to hire 4 Instructional Center Technicians (ICT) for the major lab classrooms at SAC-SCE</p> <p>Funding to hire 4 Instructional Center Technicians (ICT) for the major lab classrooms at SCC-SCE</p> <p><b>Amend to include: Instructional Assistants and Tutors</b></p>	<p>\$188,000 (annually – ongoing)</p> <p>\$188,000 (annually – ongoing)</p> <p><b>\$25,000</b></p>	<p>SAC-SCE SCC-SCE <b>GGUSD</b></p>	<p>Track the number of students transitioning into higher level courses</p> <p>Track the increase in the number of graduation completion rates</p>	<p>To commence in Fall 2015 or as soon as funding is available</p> <p>Completion date – Spring 2016</p> <p>Positions - ongoing</p>

**Table 4.1: Implementation Strategies To Address Identified Gaps**

Description of the Gap	Strategies to Address the Gap	Resources needed	Estimate of the Cost	Responsible Parties	Methods of Assessment	Timeline
<b>Overlapping Program Areas:</b> These areas of the program overlap and have been grouped together so that the resources needed and the estimates of the cost will not be duplicated.						
<b>Program Areas: All</b> Lack of sufficient class space to accommodate growing programs especially in geographically designated high need areas	Build 2 new Regional Center Facilities in high need/populated areas so that all students have access to education  <b>Amend to:</b> <b>Lease 2 new Regional Center Facilities</b>	Funding to build 2 new Regional Facility Centers  Funding needs to support land acquisition, new construction, parking, furniture, equipment and soft costs	\$65,000,000* for two new sites (one-time)  <b>Amend to:</b> <b>\$1,000,000 for first year start up costs and \$600,000 annually</b>	SAC-SCE SCC-SCE	Track increase in enrollment and services offered  Track percentage of students completing programs	To commence in Fall 2015 or as soon as funding is available  Completion date approximated to be Spring 2019
<b>Program Areas: ALL</b> <b>Address the need to assist students during the registration and enrollment process so that they can obtain the needed information regarding their educational pathway</b>	<b>Hire School Community Liaison Workers</b>  <b>Assist students through the registration and enrollment process and other duties – including but not limited to communication of RSAEC course offerings, class descriptions, career pathways and community consortium plans and activities</b>  <b>Provide students assistance in Vietnamese and Spanish</b>  <b>Assist with multiple duties related to the Regional Comprehensive Plan's objectives</b>	<b>Funding to hire 2 School Community Liaison Workers</b>	<b>\$35,000 (annually-ongoing)</b>	<b>GGUSD</b>	<b>Track the number of students completing the enrollment process</b>  <b>Track the increase in public awareness to consortium programs and courses available</b>	<b>July 1, 2015 - Ongoing</b>

Description of the Gap	Strategies to Address the Gap	Resources needed	Estimate of the Cost	Responsible Parties	Methods of Assessment	Timeline
<b>Program Areas: ALL</b> Lack of security at the new AEBG sites	Purchase a security vehicle to allow for roving security  Leverage security officers from RSCCD  Leverage maintenance and gas from RSCCD	Funding to purchase security vehicle	\$40,000 (one-time cost)	RSCCD	Track security at the new AEBG sites	July 1, 2015 – June 30, 2018
<b>Program Areas: ALL</b> Gap in GGUSD's maintenance of ongoing programs at Lincoln Education Center and Clinton Corner which includes but is not limited to programs and activities in the seven AEBG program areas, materials, staffing, facilities, maintenance, IT, etc.	Continue services at GGUSD while also including strategies and best practices included in the RCP	GGUSD's previous MOE money that is now a part of the RSAEC allocation	\$1,222,762	GGUSD	Track number of class completions  Track number of students attending	July 1, 2015 - ongoing
<b>Program Areas: ALL</b> Gap in OUSD's maintenance of ongoing programs which includes but is not limited to programs and activities in the seven AEBG program areas, materials, staffing, facilities, maintenance, IT, etc.	Continue services at OUSD while also including strategies and best practices included in the RCP  Maintain programs in secondary education programs (high school diploma, GED, HiSET)	OUSD's previous MOE money that is now a part of the RSAEC allocation	\$6,722	OUSD	Track number of class completions  Track number of high school diplomas/ equivalencies earned  Track number of students attending	July 1, 2015 - ongoing
<b>Program Area 1: Elementary and secondary basic skills, including classes required for a high school diploma or high school equivalency certificate</b>						
Lack of high school equivalency testing in the inmate education programs due to GED testing no longer	Provide HiSET exams, testing proctors and testing coordinators at the Santa Ana City and County Jails	Funding to purchase HiSET exam vouchers for the inmates	\$113,000	RSCCD OCSD	Track the number of students enrolled in the	July 1, 2015- ongoing

Description of the Gap	Strategies to Address the Gap	Resources needed	Estimate of the Cost	Responsible Parties	Methods of Assessment	Timeline
<p>being an approved method of testing</p>		<p>Funding to hire test proctors and coordinators to oversee the testing</p>			<p>HiSET courses</p> <p>Track the number of students passing subject tests</p> <p>Track the number of students passing all exams and earning equivalency exams</p> <p>Track the number of students transitioning from the jail HiSET program to the continuing education program upon release and track the number of completions from this group</p> <p>Track the decrease in the recidivism rate of inmates who were enrolled in the HiSET program</p>	

**Table 5.1 Work Plan For Implementing Approaches Proven To Accelerate A Student's Progress Toward His Or Her Academic Or Career Goals**

Description of the Approach	Tasks/Activities Needed to Implement the Approach	Resources needed	Estimate of the Cost	Responsible Member	Methods of Assessment	Timeline
<p><b>Overlapping Program Areas:</b> These areas of the program overlap and have been grouped together so that the resources needed and the estimates of the cost will not be duplicated.</p>						
<p><b>Program Areas: All</b> Lack of alternative instruction delivery models in new programs and certificates that follow best practice methods</p>	<p>Develop and deliver the following models: I-BEST</p> <ul style="list-style-type: none"> <li>• Blended Learning Models</li> <li>• Start-Up Classes</li> <li>• Other delivery models as determined by the strategy proposal workgroup</li> </ul>	<p>Funding to hire non-FTES generating instructors, part-time coordinators, part-time non-instructional or part-time TOSA hours</p>	<p>\$100,000</p>	<p>RSCCD GGUSD</p>	<p>Track the number of approved new courses and certificates</p> <p>Track number of students enrolled in classes (long term)</p> <p>Track the number of class and certificate completions</p>	<p>July 1, 2015 – June 30, 2018</p>

**Table 6.2: Collaborative Professional Development Plan**

In the table below, address topics the consortium considers priorities for *collaborative* professional development. Include, at a minimum, topics to help achieve integration among consortium members and improvement of student outcomes. Table rows can be added.

<b>Topic</b>	<b>Collaborative Professional Development Strategy (Activities, Participants, Delivery Mode, Frequency)</b>	<b>Program Area(s) Addressed</b>	<b>Estimated Cost to Implement Consortium-Wide</b>
<b>In-state and out-of-state (national) conference attendance</b>	<b>Attend in-state and out-of-state conferences to provide professional development to support the seven AEBG program areas, seven AEBG objectives and consortium work. This will increase collaboration with peers and increase faculty and member knowledge of best practices</b>	<ol style="list-style-type: none"> <li>1. Adult Basic Skills and Secondary Education</li> <li>2. ESL/ Citizenship</li> <li>3. Adults with Disabilities</li> <li>4. CTE</li> <li>5. Apprenticeships</li> </ol>	<b>Consortium Instructors paid through Professional Development Flex-Pay or non-instructional rate</b>

## REGIONAL COMPREHENSION PLAN OBJECTIVE #7

**Consortium Plan Objective #7:** Plans to leverage existing regional structures, including, but not limited to, local workforce investment areas

Partner Institution Supporting Regional Consortium	Program area to be addressed (1-5)	Tasks/Activities Needed to Implement Support of the Program	Member Counterpart(s) *	Partner Contribution**	Timeline
SAUSD OUSD Community Non-profit Sites	Programs #1-7	Lease community sites, including sites in high need areas and updating facilities in high need areas (include but not limited to: classroom furniture, teaching aids, computers, iPads, carpet, window treatments, etc.)	RSCCD	Facility rental at a reduced rate and classroom use	July 1, 2015 – June 30, 2018
SAUSD OUSD Community Non-profit Sites	Programs #1-7	Increased funding to partner sites to expand services to students. Services include but are not limited to: on-site babysitting, on-site counseling, on-site Site Director office	RSCCD	Allow for increase in student services by providing rooms, babysitting services, etc.	July 1, 2015 – June 30, 2018



## Rancho Santiago AEBG Consortium Minutes

**September 14, 2015**  
**2:00pm-4:00 pm**  
**OEC Provisional Education Center**  
**1937 West Chapman**  
**Orange, CA 92868, Room 202**

**Present:** Bryon Fairchild, Chrissy Gascon, Sue Garnett, Geoff Henderson, Jarek Janio, Paula Kusenda, Nilo Lipiz, Ryan Murray, Kerri Torres Connie Van Luit, Jose Vargas, Mary Walker

Agenda Item	Discussion	Action Items/Follow-Up
<b>Introduction of new attendees (Chrissy)</b>	<ul style="list-style-type: none"> <li>• <b>Sue Garnett</b> –ESL Coordinator for Community Sites at CEC</li> </ul>	None
<b>Approval of agenda (All) (Chrissy)</b>	<ul style="list-style-type: none"> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve the agenda was made and was passed by a unanimous vote</li> </ul>	None
<b>Approval of 8/17/15 minutes (Chrissy)</b>  <b>Updates on:</b> <ul style="list-style-type: none"> <li>• <b>MOE certification and allocation</b></li> <li>• <b>Consortia allocations</b></li> </ul>	<ul style="list-style-type: none"> <li>• Corrections to page 2:</li> <li>• Mary discussed that we can provide funding for partners and members</li> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve minutes was made and was passed by a unanimous vote</li>   <li>• MOE certified allocation: \$336,868,887</li> <li>• Consortia allocation: \$163,132,133</li> <li>• RSAEC awarded \$3,079,153-14<sup>th</sup> highest allocation in the state</li> </ul>	Minutes from 8/17/15 will be updated and corrected

<p><b>New organizational structure and update on board approval(s) of voting members: RSCCD,SAUSD,GGUSD,OUSD,OCDE</b></p> <p><b>Governance structure questionnaire (Finalize and complete signature page)</b></p> <p><b>Vote on Regional Comprehensive Plan Priority Items</b></p> <ul style="list-style-type: none"> <li><b>Vote to approve funding and move forward on the leasing of 2 buildings in Orange and Santa Ana</b></li> </ul>	<ul style="list-style-type: none"> <li><b>RSCCD-Mary Walker:</b> Approved</li> <li><b>OUSD-Kerri Torres:</b> Approved</li> <li><b>OCDE-Byron Fairchild:</b> Approved</li> <li><b>SAUSD-Ryan Murray:</b> Pending Sept 22</li> <li><b>GGUSD-Connie Van Luit:</b> Pending Oct 20</li> <li>Once the voting member is on the docket it is okay to proceed with voting</li> <li>A motion by <b>Connie Van Luit</b> and seconded by <b>Mary Walker</b> was made to have OC Sheriff's Dept. become a voting member and was passed by a unanimous vote</li> <li>Governance Template was discussed and finalized with all 5 board-approved voting members and signatures were gathered</li> <li><b>Jose</b> discussed that the Orange site is on Main St. which has additional parking across the street and a bus stop in front of the building. The Santa Ana site is near the Eddy West Stadium and the SA Jail.</li> <li><b>Chrissy</b> explained that the sites were chosen based on census data and that 45% of adults in Santa Ana do not have a high school diploma</li> <li><b>Chrissy</b> explained these buildings will be used primarily as student services facilities as well as providing classroom space. There will be additional office space available for wrap-around services provided by our consortium members and community partners</li> <li>A motion by <b>Kerri Torres</b> and seconded by <b>Bryon Fairchild</b> was made to approve funding up to \$1,000,000 for the leasing of 2 buildings and was</li> </ul>	
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<ul style="list-style-type: none"> <li>• <b>Vote to approve funding and move forward in hiring 10 full-time faculty members</b></li>   <li>• <b>Vote to approve funding on continued leasing of community sites</b></li>   <li>• <b>Vote to approve funding on adding and/or supporting new adult learning sites in high need areas</b></li>   <li>• <b>Vote to approve the idea to explore increased services/funding at OUSD, SAUSD and GGUSD</b></li> </ul>	<p>passed by a unanimous vote</p> <ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed how there is a need to hire in the CTE program as well as ASE and ESL in order to work on the AEBG objectives</li> <li>• <b>Mary</b> discussed that the full-time who are hired will be collaborating with all the districts</li> <li>• 5 full time-CEC, 4 full time-OEC and 1 full time-GGUSD</li> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> was made to approve funding up to \$1,200,000 and move forward in hiring 10 full-time faculty and was passed by a unanimous vote</li>   <li>• <b>Chrissy</b> explained that we have 52 community sites, with Orange and SAUSD being the majority, that need to be funded to continue holding classes</li> <li>• A motion by <b>Kerri Torres</b> and seconded by <b>Mary Walker</b> was made to approve funding up to \$150,000 on continued leasing of community sites and was passed by a unanimous vote</li>   <li>• A motion by <b>Kerri Torres</b> and seconded by <b>Ryan Murray</b> was made to approve funding up to \$25,000 on supporting new adult sites in high need areas and was passed by a unanimous vote</li>   <li>• On -site babysitting</li> <li>• On-site counselor</li> <li>• On-site Site Director offices</li> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Connie Van Luit</b> was made to approve the idea to</li> </ul>
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<ul style="list-style-type: none"> <li>• <b>Vote to approve funding to hire a short-term budget specialist to assist with the AEBG required state deliverables</b></li> <li>• <b>Vote to approve funding to hire an Applications Specialist 111 to facilitate the needed Information Technology Infrastructure ,equipment, databases, applications, and processes to collect local data and report to the state</b></li> <li>• <b>Vote to approve funding for a maximum of \$100,000 to move forward to order HI-SET exams and hire support staff</b></li> </ul>	<p>explore increased services/funding at OUSD,SAUSD and GGUSD and was passed by a unanimous vote</p> <ul style="list-style-type: none"> <li>• <b>Mary</b> discussed that each agency needs to move forward in their areas according to the plan of the 7 areas and objectives which can be amended before the deadline</li> <li>• <b>Chrissy</b> discussed that each agency can meet with her and find the areas that need to be funded</li> <li>• <b>Chrissy</b> explained we will need to report how much is spent in each program as the fiscal agent</li> <li>• <b>Jose</b> explained that everything has to be reported as a group</li> <li>• A motion by <b>Kerri Torres</b> and seconded by <b>Ryan Murray</b> was made to approve funding up to \$36,000 to hire a short-term budget specialist to assist with the AEBG required state deliverables and was passed by a unanimous vote</li> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> was made to approve funding up to \$117,000 to hire an Application Specialist III to facilitate the needed Information Technology Infrastructure, equipment, databases, applications, and processes to collect local data and report to the state and was passed by a unanimous vote</li> <li>• These funds will be used for the 6 city and county jails in the Santa Ana and Orange areas</li> <li>• The plan will be amended to include 3 positions, or</li> </ul>	<p><b>Chrissy</b> will be sending out the AEBG upcoming deliverables to all by email</p>
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<p><b>for the Inmate Ed Programs</b></p> <ul style="list-style-type: none"> <li>• <b>Other</b></li> <li>• <b>Meeting adjourned at 4:15pm</b></li> <li>• <b>Next Meeting date</b></li> </ul>	<p>1 full time and 3 part time positions</p> <ul style="list-style-type: none"> <li>• A motion by <b>Geoff Henderson</b> and seconded by <b>Mary Walker</b> was made to approve funding for a maximum of \$100,000 to move forward to order HI-SET exams and hire support staff for the Inmate Ed Programs and was passed by a unanimous vote</li> </ul> <p><b>Chrissy</b> asked everyone to ask for volunteers to attend other monthly meetings to work on strategies</p> <p><b>Monday, October 12, 2015-TBA</b></p>	<p><b>Chrissy</b> will be working on dates for these monthly meetings</p> <p><b>Jose</b> will be checking on having the next meeting at the new Main St. site</p> <p><b>Chrissy</b> will post the next meeting on the website</p>
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**Rancho Santiago Adult Education Consortium Executive Board Meeting Minutes-AEBG**

**October 12, 2015  
2:00pm- 4:00 pm**

**Board Meeting: Lee and Associates, Commercial Real Estate Services-Orange  
1004 W. Taft Avenue, Suite 150, Orange, CA. 92865-Conference Room**

**Site Visit: 1572 N. Main Street, Orange, CA 92867**

**Members Present:** Bryon Fairchild, Chrissy Gascon, Geoff Henderson, Kerri Torres, Connie Van Luit, Mary Walker  
**Absent:** Ryan Murray  
**Guests:** Myra Clarke, Paula Kusenda, Nilo Lipiz

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items/Follow-Up</b>
<b>Introduction of new attendees (Chrissy)</b>	None	None
<b>Approval of agenda (All) (Chrissy)</b>	<ul style="list-style-type: none"> <li>A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve the agenda was made and was passed by a unanimous vote</li> </ul>	None
<b>Approval of 9/14/15 minutes (Chrissy)</b>	<ul style="list-style-type: none"> <li>A motion by <b>Byron Fairchild</b> and seconded by <b>Connie Van Luit</b> to approve minutes was made and was passed by a unanimous vote</li> </ul>	
<b>Consent Agenda</b>	<ul style="list-style-type: none"> <li><b>Chrissy</b> discussed the idea of the budget items and the minutes to be put on the consent agenda</li> </ul>	<ul style="list-style-type: none"> <li>All were in favor of adding these items to the consent agenda and <b>Chrissy</b> will be emailing them out to all</li> </ul>
<b>Update on Consortium allocation</b>	<ul style="list-style-type: none"> <li>The first allocation has been approved and received</li> </ul>	
<b>Update on board approval(s) of voting members</b>	<ul style="list-style-type: none"> <li>RSCCD-<b>Mary Walker</b>: Approved</li> <li>OUSD-<b>Kerri Torres</b>: Approved</li> <li>OCDE-<b>Bryon Fairchild</b>: Approved</li> </ul>	

	<ul style="list-style-type: none"> <li>• SAUSD-<b>Ryan Murray</b>: Approved</li> <li>• GGUSD-<b>Connie Van Luit</b>: Pending October 20</li> </ul>	
<b>Governance Template</b>	<ul style="list-style-type: none"> <li>• RSAEC Board approved on 9-14-15</li> <li>• Submitted to state workgroup on 9-29-15</li> <li>• Approved by state workgroup on 9-30-15</li> </ul>	
<b>Submitted Voting Proposals</b> <ul style="list-style-type: none"> <li>• <b>Vote to approve funding to hire an AEBG Director of Research to lead the consortium's efforts in data collection to comply with outcome measurements as detailed in the AB104 legislation</b></li> <li>• <b>This is an ongoing position</b></li> </ul>	<ul style="list-style-type: none"> <li>• The 7 different area items need to be tracked regionally for both GGUSD and RSCCD</li> <li>• <b>Mary</b> discussed that the researcher would compare the past to the present, looking at what we have added to the programs and the student success outcomes</li> <li>• <b>Chrissy</b> discussed that the state requires us to track how we have made improvements from the previous year</li> <li>• A motion by <b>Kerri Torres</b> and seconded by <b>Byron Fairchild</b> was made to approve funding to hire an AEBG Director of Research to lead the consortium's efforts in data collection up to \$158,000 annually and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve funding to pilot an evening childcare program at CEC. The pilot will allow 75 children to attend Monday-Thursday between the hours of 5-9PM and include dinner.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Classes at Godinez could also participate in the childcare program at CEC</li> <li>• Includes 1 master teacher and a site supervisor-both part time</li> <li>• 3 interns at \$12.00 an hour-maybe tutors from K-12</li> <li>• Dinner for 75 children at \$5.00 a meal, no babies-toddler and above</li> <li>• Offer in Spring 2016 as a pilot program to see if students are completing sooner without obstacles</li> <li>• A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> was made to approve funding to pilot an evening childcare program at CEC up to \$100,000 for Spring 2016 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that we are currently not aligned</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mary</b> will meet with <b>Geoff</b> to plan for</li> </ul>

<p><b>designating funds to support updating curriculum</b></p>	<p>with credit and that we need curriculum writers to help with the aligning process as a pathway to college</p> <ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that the SAC-SCE and SCC-SCE ESL curriculum has not been re-written in 20 years</li> <li>• SCC credit has classes that are 2 levels below transfer and SAC credit has classes that are 5 levels below transfer</li> <li>• <b>Chrissy</b> explained that the one year allocation is now good for 3 years, but we need to spend in the first year</li> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve designating funds to support updating curriculum up to \$100,000 for 2015-16 and up to \$200,000 for 2016-17 was passed by a unanimous vote</li> </ul>	<p>the needs of the jail</p> <ul style="list-style-type: none"> <li>• <b>Chrissy</b> will work on the budget breakdown of each item</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Vote to approve amending the RCP and designating funds to support alternative instruction delivery models</b></li> </ul>	<ul style="list-style-type: none"> <li>• We can follow the example of the IBEST models</li> <li>• <b>Chrissy</b> discussed the ability to teach with lesser students to grow programs in new areas</li> <li>• <b>Mary</b> discussed that the jail classes are in jeopardy of canceling due to low student attendance-maybe we can pay an instructor to deliver materials to inmates who can't leave their cell to work on independent study</li> <li>• <b>Chrissy</b> discussed that the state would like us to have local control with approvals on some items and then all decisions will be final</li> <li>• <b>Mary</b> explained that in Spring 2016 we can increase funding requests</li> <li>• A motion was made by <b>Geoff Henderson</b> and seconded by <b>Connie Van Luit</b> to approve amending the RCP and designating funds to support alternative instruction delivery models up to \$100,000 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve funding a</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that we would like credit to be</li> </ul>	



<p><b>2-day I-BEST faculty development workshop in January, 2016 to educate faculty and administration on contextualized, integrated learning models</b></p>	<p>involved</p> <ul style="list-style-type: none"> <li>• A motion was made by <b>Kerri Torres</b> and seconded by <b>Mary Walker</b> to approve funding a 2 day I-BEST faculty development workshop in January, 2016 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve amending the RCP to accommodate approved proposals from the September 14<sup>th</sup> Executive Meeting</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Connie Van Luit</b> and seconded by <b>Kerrie Torres</b> to approve amending the RCP to accommodate approved proposals from the Sep. 14<sup>th</sup> Executive Meeting and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>AEBG Upcoming deliverables:</b></li> <li>• <b>RSAEC AB104-AEBG 2015-2016</b></li> <li>• <b>RSAEC AB104-AEBG 2015-2016 Annual Plan Update</b></li> <li>• <b>RSAEC AB104-AEBG Three-Year Consortia Plan Update</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed the request for voting members to work and approve feedback on an email basis</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will email items to all and meet Oct.26 at 2:00pm at OEC-Chapman site room 202 for signatures</li> <li>• All will read and work from an email basis</li> <li>• <b>Chrissy</b> will email <b>Ryan Murray</b></li> <li>• <b>Chrissy</b> will work with <b>Connie</b></li> </ul>
<p><b>AEBG Strategy Proposal Workgroup (SPW)</b></p>	<ul style="list-style-type: none"> <li>• Representation is needed in all program areas</li> <li>• Next SPW Meeting: Monday, Nov. 2- 3:00pm-5:00pm</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Site Visit (3:15pm)</b></li> </ul>	<ul style="list-style-type: none"> <li>• All were invited to visit the potential new Orange Consortium/Classroom Hub on Main St.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that we need to choose a logo and choose colors-web designer needs this before we start</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will email out a sample of colors and our new AEBG web site page for all to see</li> <li>• Voting members will send their photos to <b>Chrissy</b> with a link to their email and agency</li> </ul>
<p><b>Next meeting date:</b></p>	<p><b>November 9, 2015 site TBA</b></p>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will send out the location</li> </ul>
<p><b>Meeting adjourned : 3:15pm to go to new proposed site</b></p>		

## Rancho Santiago AEBG Executive Board Meeting Minutes

December 14, 2015

2:00pm-4:00 pm

OEC Provisional Education Center

1937 West Chapman

Orange, CA 92868, Room 202

**Members Present:** Chrissy Gascon, Geoff Henderson, Ryan Murray, Kerrie Torres, Mary Walker, Mary Lou Vachet

**Members Absent:** Connie Van Luit

**Guests:** Sue Garnett, Raymond Hernandez, Paula Kusenda

Agenda Item	Discussion	Action Items/Follow-Up
<b>Introduction of new attendees (Chrissy)</b>	<ul style="list-style-type: none"><li>No new attendees</li></ul>	None
<b>Approval of agenda (Chrissy)</b>	<ul style="list-style-type: none"><li>A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve the agenda was made and was passed by a unanimous vote</li></ul>	None
<b>Approval of Consent Agenda (Chrissy)</b> <ul style="list-style-type: none"><li>Minutes: November 9, 2015</li></ul>	<ul style="list-style-type: none"><li>A motion by <b>Kerrie Torres</b> was made and seconded by <b>Ryan Murray</b> to approve the consent agenda and minutes and was passed by a unanimous vote</li></ul>	None
<b>OCDE change of voting member</b> <ul style="list-style-type: none"><li><b>Bryon Fairchild</b> has stepped down as the approved voting member for OCDE. The OCDE Superintendent has approved <b>Mary Lou Vachet</b> to be the voting member</li></ul>	<ul style="list-style-type: none"><li><b>Mary Lou's</b> paper work has been turned in and approved by the Superintendent of OCDE</li></ul>	

<ul style="list-style-type: none"> <li>• <b>Update on the status of the Director position</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mary</b> has posted the Director of Special Programs position that will close on January 20th</li> </ul>	<p><b>Mary</b> will forward the flyer to all</p> <p><b>Mary</b> will check to see if other agencies can be on the hiring committee and will email to all to see who would like to be on it (only voting members)</p>
<ul style="list-style-type: none"> <li>• <b>Vote on the following items:</b></li> <li>• <b>Vote to approve:</b> Wilson Alternative Class (falls under approved alternative teaching models)</li> <li>• <b>Budget: \$13,536</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Mary Walker</b> was made and seconded by <b>Mary Lou</b> to approve an Alternative daytime class at Wilson Elementary and was passed by a unanimous vote</li> <li>• Wilson is close to Santa Ana College</li> <li>• It will take a semester to grow the class</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Wilson Daytime Babysitting (falls under approval of increased funding for student services-no budget determined)</li> <li>• <b>Budget: \$7,680</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Kerrie Torres</b> was made and seconded by <b>Ryan Murray</b> to approve Wilson daytime babysitting and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Sierra Evening Babysitting(falls under approval of increased funding for student services-no budget determined)</li> <li>• <b>Budget: \$6,480</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Kerrie Torres</b> was made and seconded by <b>Ryan Murray</b> to approve Sierra Evening babysitting and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Proposed new math pathways curriculum to streamline and shorten the math pathway(falls under approved curriculum support budget)</li> <li>• <b>Budget: \$3,750</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Kerrie Torres</b> was made and seconded by <b>Mary Walker</b> to approve a proposed new math pathways curriculum and was passed by a unanimous vote.</li> <li>• 2 instructors will write this over Christmas break</li> <li>• <b>Chrissy</b> is writing this as a Best Practices model for the AEBG website</li> </ul>	

<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Professional Development: High School Equivalency Training</li> <li>• <b>Budget: \$1000</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Kerrie Torres</b> was made and seconded by <b>Ryan Murray</b> to approve Professional Development-High School Equivalency Training and was passed by a unanimous vote.</li> <li>• <b>Chrissy</b> explained that our flex activities are opened to all schools</li> <li>• This workshop will be held during flex week-January 6,7,8</li> </ul>	<p><b>Chrissy</b> will send the flex schedule out to all</p>
<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Professional Development: My Open Math Training</li> <li>• <b>Budget: \$1000</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Kerrie Torres</b> was made and seconded by <b>Mary Lou Vachet</b> to approve Professional Development for My Open Math Training and was passed by a unanimous vote.</li> <li>• This workshop will be held during flex week-January 6,7,8</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve:</b> Alignment and Transition: ABE/HSS IA's for Adults with Disabilities</li> <li>• <b>Budget: \$12,500</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion by <b>Mary Lou Vachet</b> was made and seconded by <b>Ryan Murray</b> to approve ABE/HSS IA's for the Adults with Disabilities programs and was passed by a unanimous vote.</li> <li>• This will be for the Santiago Canyon College Division of Continuing Education</li> <li>• This will be for Spring semester only as a pilot</li> </ul>	<p><b>Chrissy</b> will email out the job description to all</p>
<p><b>AEBG Implementation Documents &amp; Budget Information</b></p> <ul style="list-style-type: none"> <li>• All RSAEC-AEBG implementation documents have been reviewed and approved by the CCCCO and CDE.</li> <li>• Details of 1000 to 7000 accounts due to the Chancellor's Office</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> explained that the budget was certified and all deliverables were received and approved</li> <li>• <b>Chrissy</b> discussed that the state said all plans can be altered at another date</li> <li>• After the close out of AB86, we will only be working on the AEBG budget</li> <li>• <b>Chrissy</b> handed out the budget for AEBG and explained what has been budgeted so far</li> <li>• <b>Chrissy</b> explained that the sub agreement for Garden Grove will be added</li> </ul>	

<p>December 11<sup>th</sup></p> <ul style="list-style-type: none"> <li>• AB86 final expenditure reporting period and grant close-out date: December 31, 2015</li> <li>• Updated RSAEC-AEBG Working Budget</li> </ul>		
<p><b>RSAEC-AEBG Logo and Website</b></p>	<ul style="list-style-type: none"> <li>• RSAEC logo mock-up should be ready by the end of January</li> <li>• <b>Chrissy</b> will have an example to show by the next meeting in February</li> <li>• <b>Chrissy</b> will meet with the web developer this week-all meetings, agendas and minutes are updated</li> </ul>	
<p><b>Strategy Proposal Workgroup</b></p>	<ul style="list-style-type: none"> <li>• Next meeting will be January, 25</li> <li>• HSS students who are short on credits can come to Continuing ED to finish and get a diploma from the Chancellors Office through RSCCD</li> </ul>	
<p><b>January Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion-should we cancel the January meeting due to the holidays?</b></li> </ul> <p><b>Other</b></p>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to cancel the January meeting and was passed by a unanimous vote by 5 voting members</li> <li>• <b>Mary</b> discussed that Hi-SET has been started in the jail and went very smoothly</li> <li>• The district will use proctors and we will pay them with the AEBG grant</li> <li>• <b>Mary</b> discussed the updates on the new facilities- at 1572 N. Main St in Orange and 1125 E. 17<sup>th</sup> St. in Santa Ana</li> <li>• The site on 17<sup>th</sup> street has a lot of parking and used to be a college. It has access to bus routes and is close to the Sierra site. There is a</li> </ul>	

**Meeting Adjourned at 3:15pm**

- strong need for HSS diplomas in this area.
- **Mary** discussed that they are both going for board approval in January and with the anticipation to begin lease agreements as of February 1<sup>st</sup>

**Next meeting: February 8, 2016  
OEC Provisional Education Facility  
1937 W. Chapman, Orange CA 92868 Room  
202  
2:00pm-4:00pm**

**Rancho Santiago AEBG Executive Board Meeting Minutes  
February 8, 2016  
2:00pm – 4:00pm**

**Location: OEC Provisional Education Facility  
1937 West Chapman Ave., Orange, CA 92868, Room 202**

**Members present:** Chrissy Gascon, Geoff Henderson, Ryan Murray, Mary Lou Vachet, Connie Van Luit, Mary Walker

**Members Absent:** Kerrie Torres

**Guests:** Raymond Hernandez, Evangeline Matthews, Paul Marquardt

Item	Discussion	Action
<b>Introduction of new attendees</b>	<ul style="list-style-type: none"> <li>• <b>Evangeline Matthews</b></li> <li>• <b>Paul Marquardt</b></li> </ul>	
<b>Approval of agenda</b>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Mary Lou Vachet</b></li> <li>• unanimous</li> </ul>	
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>• Minutes: December 14, 2015</li> </ul>	<ul style="list-style-type: none"> <li>• Revise Members Present: <b>Kerrie Torres</b> attended</li> <li>• A motion was made by <b>Ryan Murray</b> and seconded by <b>Geoff Henderson</b></li> <li>• unanimous</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> – check sign-in sheet and add Kerrie Torres</li> </ul>
<b>Update on the status of the Main Street site</b> <ul style="list-style-type: none"> <li>• Discussion of a name for the site, tentative opening dates, classes, consortium and partner involvement</li> </ul>	<ul style="list-style-type: none"> <li>• Lease started Feb. 1, 2016</li> <li>• Doing tenant improvements now</li> <li>• Colors chosen for walls (handed out paint samples)</li> <li>• Working with district furniture representative getting final quotes-</li> </ul>	

	<p>expects to come in under the estimated \$150,000</p> <ul style="list-style-type: none"> <li>• Need 101 computers for site – only about 55 will be purchased with AEBG and other grants will supplement (not buying SmartBoards)</li> <li>• Buying projectors, document readers,</li> <li>• Four classrooms – not identifying specifically what program</li> <li>• Options AWD, High School Diploma/Equivalency, Computers, ESL</li> <li>• Office space for counselors, faculty and consortium members</li> <li>• Conference room (STW and consortium)</li> <li>• Described and showed specs on furniture</li> <li>• Hoping to start classes April 11-June 30 depending if classrooms are ready</li> <li>• Discussion of name for site: <ul style="list-style-type: none"> <li>○ Main Street Education and Career Center</li> <li>○ Adult Student/Education Success Center</li> </ul> </li> <li>• Budget – shared updated budget for AEBG</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will send out some name suggestions and we can handle the discussion by email</li> </ul>
<p><b>Guest: Paul Marquardt</b></p> <ul style="list-style-type: none"> <li>• Dissertation Research Study on Adult Education</li> </ul>	<ul style="list-style-type: none"> <li>• Doctoral student – Ed.D</li> <li>• Explained his research project on adult education within Santa Ana</li> <li>• Shared handout</li> <li>• Asked for feedback on study – can email or call</li> </ul>	
<p><b>Update on the status of the Director position</b></p>	<ul style="list-style-type: none"> <li>• In Rancho hiring process-confidential</li> </ul>	



<p><b>Vote on the following items (see handout for details):</b></p> <ul style="list-style-type: none"> <li>• <b>Vote to Approve:</b> Amendment to the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan (conference attendance and fees)</li> <li>• <b>Budget: \$10,000</b></li> </ul>	<ul style="list-style-type: none"> <li>• Plan ahead for conferences to do sub contract agreements and purchase orders</li> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Connie Van Luit</b></li> <li>• unanimous</li> <li>• <b>Chrissy</b> will let us know if we need signatures from members and will send by email</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will check on subcontract agreements - for future spending items</li> <li>• Members should think ahead for future spending and plan for subcontracts</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Vote to Approve:</b> Amendment to the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan (include specific language regarding IA's and classroom aids in all seven program areas)</li> <li>• <b>Budget: up to \$7,500 per part-time IA</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Geoff Henderson</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to Approve:</b> Sycamore Babysitting-OUSD (falls under approval of increased funding for student services – no budget determined)</li> <li>• <b>Budget: \$2,160</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Connie Van Luit</b> and seconded by <b>Mary Lou Vachet</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to Approve:</b> Alignment and Transition: CTE IA's for Adults with Disabilities</li> <li>• <b>Budget: \$12,500</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Ryan Murray</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to Approve:</b> Outreach and Advertising for AEBG Programs</li> <li>• <b>Budget: \$50,000</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Mary Lou Vachet</b></li> <li>• Passed by a unanimous vote</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will check on Orange television channel to advertise</li> <li>• <b>Chrissy</b> will check with Outreach on other resources</li> <li>• <b>Chrissy</b> will check if a free gift idea is</li> </ul>

		covered under AEBG
<p><b>AB86 Closeout:</b></p> <ul style="list-style-type: none"> <li>• AB86 final expenditure reporting period and grant close-out date: December 31, 2015</li> <li>• January 31 Expenditure Report was certified and received 1-31-16</li> <li>• Final Expenditure Report will be due in August</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> reported (see agenda item)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will check on due date of Final Expenditure Report (might not be August)</li> </ul>
<p><b>AEBG Budget Update:</b></p> <ul style="list-style-type: none"> <li>• The first AEBG expenditure report was due to the state on January 31 (reporting period = July 1-December 31, 2015)</li> <li>• RSAEC had no expenditures to report due to a delay in receiving grant funds and the need to have board approval (November 9) and accounts in place before expenditures were made</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> reported (see agenda item)</li> <li>• <b>Chrissy</b> reported that the actual performance/outcomes report has not been distributed yet.</li> </ul>	
<p><b>Update: RSAEC Website and Logo</b></p> <ul style="list-style-type: none"> <li>• New website look/colors</li> <li>• Logo design</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Website</u> under construction</li> <li>• Discussed home page revisions</li> <li>• <u>Logo:</u> <b>Chrissy</b> received approval for symbol of “linking squares” from state</li> <li>• Discussed logo example and other options</li> <li>• Suggested moving “Adult Ed Consortium” under blue square before “Rancho Santiago”</li> <li>• General consensus was removing blue “C” – maybe make the “AE” blue</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Geoff</b> will send stock photos for students in the jails to Chrissy for website</li> <li>• <b>Mary Lou</b> will check into page for OCDE charter school and send to Chrissy</li> <li>• <b>Chrissy</b> will look into <i>FatHead</i> sticker logos (for conference room wall or elsewhere)</li> <li>• <b>Chrissy</b> will ask graphic designer to send revised samples</li> <li>• <b>Chrissy</b> will send to members for comments</li> </ul>

	<ul style="list-style-type: none"> <li>• A consideration is many consortia are using the same colors. Suggested using different shades of blue</li> <li>• We will vote on one of samples of logo provided by graphic artist as discussed</li> <li>• 1 Mary Lou</li> <li>• 2 Geoff</li> <li>• unanimous</li> </ul>	
<b>Strategy Proposal Workgroup</b>	<ul style="list-style-type: none"> <li>• Next Meeting: Monday, February 29</li> <li>• CEC A-112</li> </ul>	
<b>Other</b>		
<ul style="list-style-type: none"> <li>• <b>April Meeting</b> – Survey how many members can attend on either April 11 or 18 due to spring holidays</li> </ul>	<ul style="list-style-type: none"> <li>• All can attend April 18</li> </ul>	

**Future Meetings:** 2016: March 14, April 18, May 9, June 13

**Rancho Santiago Adult Education Consortium (RSAEC) Executive Board Meeting - Adult  
Education Block Grant (AEBG)  
April 18, 2016      2:00 – 4:00 pm.**

**Location: College and Workforce Preparation Center (CWPC)  
1572 N. Main St., Orange, CA, 92867 (Conference Room)**

**Members present:** Chrissy Gascon (Director), Geoff Henderson, Ryan Murray, Kerrie Torres, Mary Lou Vachet, Connie Van Luit (*by phone*), Mary Walker

**Members Absent:** None

**Guests:** Sue Garnett, Evangeline Matthews, Crystal Null

**MINUTES**

Item	Discussion	Action
<b>Introduction of new attendees</b>	<ul style="list-style-type: none"> <li>Crystal Null, OC Sheriff's Department</li> </ul>	
<b>Approval of agenda</b>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Walker</b> and seconded by <b>Kerrie Torres</b></li> <li>Passed by a unanimous vote</li> </ul>	
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>Minutes: March 14, 2016</li> <li>Approval of Name for the site located at 1572 Main Street. Name shall be: <i>Santiago Canyon College Division of Continuing Education – College and Workforce Preparation Center (CWPC)</i></li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Lou Vachet</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	
<b>Vote on the following items:</b> <ul style="list-style-type: none"> <li>Vote to Approve: Friendly Center Babysitting (falls under approval of increased funding for student services– no</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Kerrie Torres</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	

<ul style="list-style-type: none"> <li>budget determined)</li> <li>Budget: \$5,500 for summer and fall 2016</li> <li>One-time cost</li> </ul>		
<ul style="list-style-type: none"> <li>Vote to Approve: Composition Articulation Training</li> <li>Budget: \$360 for spring 2016</li> <li>One-time cost</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Lou Vachet</b> and seconded by <b>Kerrie Torres</b></li> <li>Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>Vote to Approve: Purchase of Plato High School/ABE Software (80 licenses for one year)</li> <li>Budget: \$58,700</li> <li>One-time cost</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Walker</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>Vote to Approve: GGUSD School Community Liaison Workers (SCLW)</li> <li>Budget: \$34,422</li> <li>Ongoing cost</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Lou Vachet</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>Vote to Amend: If GGUSD-SCLW proposal is approved – Vote to amend the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan to reflect the SCLWs at GGUSD</li> <li>Budget: (N/A: \$34,422 – already allocated)</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Walker</b> and seconded by <b>Ryan Murray</b></li> <li>Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>Vote to Amend: If GGUSD-SCLW proposal is approved – Vote to approve the increase of GGUSD’s annual allocation to reflect an increase of \$34,422 and a decrease of RSCCD’s annual allocation of \$34,422</li> <li>Budget: (N/A: \$34,422 – already allocated)</li> </ul>	<ul style="list-style-type: none"> <li>A motion was made by <b>Mary Walker</b> and seconded by <b>Mary Lou Vachet</b></li> <li>Passed by a unanimous vote</li> <li>Note: Per AB104 Guidance - All six officially-designated voting members participated in this vote and all six approved with a YES vote</li> </ul>	

<ul style="list-style-type: none"> <li>• Vote to Approve: Funding of CWPC instructors during growth mode (previously approved under alternate instruction delivery models)</li> <li>• Budget: Up to \$50,000</li> <li>• Short-term cost</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Lou Vachet</b> and seconded by <b>Kerrie Torres</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Approve: Security Vehicle to provide roving security for AEBG classroom sites t RSCCD * Note this item must also have prior approval from the AEBG state workgroup</li> <li>• Budget: \$40,000</li> <li>• One-time cost</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Kerrie Torres</b> and seconded by <b>Mary Lou Vachet</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Amend: If RSCCD Security Vehicle proposal is approved by the executive committee and the AEBG state workgroup – Vote to amend the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan to reflect the purchase of a security vehicle</li> <li>• Budget: (N/A: \$40,000 already allocated)</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Ryan Murray</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Amend and Approve: Clarification in the language regarding the approved short-term help to include more varied positions and increase the approved amount from \$36,000 to \$50,000.</li> <li>• Budget: Up to \$50,000 annually</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Kerrie Torres</b> and seconded by <b>Ryan Murray</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Amend: Clarification in language regarding conference attendance</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Mary Lou Vachet</b></li> </ul>	

<ul style="list-style-type: none"> <li>• Budget: Up to \$10,000 annually for member districts serving adults and up to \$5,000 annually for member districts/agencies not serving adults</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Amend: Inclusion of GGUSD's MOE allocation and related activities in the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan</li> <li>• Budget: \$1,222,762 annually</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Kerrie Torres</b> and seconded by <b>Mary Walker</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• Vote to Amend: Inclusion OUSD's MOE allocation and related activities in the Regional Comprehensive Plan, 3-Year Amendment and 1-Year Annual Plan</li> <li>• Budget: \$6,722</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Mary Lou Vachet</b></li> <li>• Passed by a unanimous vote</li> </ul>	
<p><b>Consortium Fiscal Administration Declaration (CFAD)</b></p> <ul style="list-style-type: none"> <li>• Discuss and vote for approval of the 2016/2017 RSAEC CFAD. (Items include: fiscal management, update of governance plan and member allocations.</li> <li>• All members must sign</li> <li>• Document due: <b>May 2, 2016</b> (hard-deadline)</li> </ul>	<p><u>Approach</u> explained by Chrissy *Please see CFAD document</p> <p><u>Rationale Language:</u></p> <ul style="list-style-type: none"> <li>• A motion was made by <b>Mary Lou Vachet</b> and seconded by <b>Kerrie Torres</b></li> <li>• Passed by a unanimous vote</li> </ul> <p><b>Chrissy</b> explained that there is still some confusion regarding the <u>additional \$94,493</u> that is shown on the 2016-17 allocation and how to report it. Two different scenarios were explained and presented to the members.</p> <p><b>Connie</b> and <b>Geoff</b> asked about what is</p>	

planned for the extra \$94,493. **Chrissy** explained that it will be allocated to RSCCD for now. As the fiscal agent, RSCCD can create subcontract agreements with other member districts/agencies to allocate funds.

Consensus and approval process explained by Chrissy

- A motion was made by **Kerrie Torres** and seconded by **Ryan Murray**
- Passed by a unanimous vote

Change funding of \$34,422 from RSCCD to GGUSD:

- A motion was made by **Ryan Murray** and seconded by **Kerrie Torres**
- Passed by a unanimous vote
- Note: Per AB104 Guidance - All six officially-designated voting members participated in this vote and all six approved with a YES vote

The CFAD document was signed by the following officially-designated voting members:

- Mary Walker (RSCCD)
- Mary Lou Vachet (OCDE)
- Ryan Murray (SAUSD)
- Kerrie Torres (OUSD).
- Connie Van Luit (GGUSD) will sign at a later date as she had a proxy and participated by phone.
- Geoff Henderson (OCSD) did not sign as he is a partner with voting privileges

Chrissy will obtain Connie Van Luit's signature and upload the CFAD to the AEBG Portal.



	and is not a representative of a JPA, COE, K-12 or CCD.	
<p><b>AEBG Timeline for 2016-17 deliverables:</b></p> <ul style="list-style-type: none"> <li>• All deliverables must be approved unanimously and signed by the RSAEC members</li> <li>• 2015/2016 Annual Plan and Budget Amendment. Due: May 15, 2016 SIGNATURES NEEDED BY <b>5/9/16</b></li> <li>• July, 2016 – Part II: 2016/2017 Annual Plan and Report of Expenditures due SIGNATURES NEEDED BY: <b>6/13/16</b></li> <li>• July 15, 2016 – Final Allocation Schedule Posted.</li> <li>• August, 2016 – Part III: Demographics and Performance Measures due</li> </ul>		
<b>Strategy Proposal Workgroup</b>	Next Meeting: Monday, April 25 at CWPC	
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• <b>New meeting dates:</b></li> <li>• Dates were approved for July 2016 through June 2017 (*Please see below)</li> <li>• <b>New meeting location:</b> College and Workforce Preparation Center – Conference Room 1572 N. Main Street Orange, CA 92867</li> </ul>		Chrissy will send out a calendar invite to all members with the new dates, times and location.

**Future Meetings:** 2016: May 9, June 13, July 11, August 8, September 12, October 10, November 14, December 12  
2017: January 9, February 13, March 13, April 10, May 8, June 12