

Rancho Santiago AEBG Executive Board Meeting Minutes

October 26, 2015

2:00pm-4:00 pm

OEC Provisional Education Center

1937 West Chapman

Orange, CA 92868, Room 202

Members Present: Bryon Fairchild, Chrissy Gascon, Geoff Henderson, Ryan Murray, Kerri Torres, Connie Van Luit, Mary Walker

Members Absent: None

Guests: Karen Duong, Christina Kubes, Paula Kusenda

Agenda Item	Discussion	Action Items/Follow-Up
Introduction of new attendees (Chrissy)	<ul style="list-style-type: none"> • Christina Kubes-GGUSD • Karen Duong-GGUSD-Budget for Adult Ed. 	None
Approval of agenda (All) (Chrissy)	<ul style="list-style-type: none"> • A motion by Mary Walker and seconded by Ryan Murray to approve the agenda was made and was passed by a unanimous vote 	None
Approval of Consent Agenda (Chrissy)	<ul style="list-style-type: none"> • No consent agenda submitted 	None
Discuss and Finalize November 2 Deliverables		
<ul style="list-style-type: none"> • RSAEC Face Sheet 	<ul style="list-style-type: none"> • No changes 	
<ul style="list-style-type: none"> • RSAEC AB104 Member Allocations Form 	<ul style="list-style-type: none"> • Mary and Chrissy had a meeting to see if we can add indirect costs to GGUSD to offset their administration • Chrissy sent an email to the State Workgroup to add to GGUSD to the funding sheet. Until that time, it was decided to write a clarification on the differences between the funding sheet and the allocations form in the three-year plan. • Chrissy explained that the State Workgroup wants our best guesstimates 	Chrissy will follow up with the State and Maria Gil at RSCCD

	<ul style="list-style-type: none"> • Chrissy explained that RSCCD’s apportionment includes the credit basic skills side 	
<ul style="list-style-type: none"> • RSAEC AB104 Three Year Consortia Plan Update 	<ul style="list-style-type: none"> • The Consortia has grown from 3-5 members by adding OCDE and GGUSD • All agreed in taking out the number of sites on our plan • Adult Ed. does not offer Entry into the Workforce programs for 55 years and up at this time • Chrissy discussed that the detailed budget is due by December 11th • Mary discussed that the budget needs to be board approved on 11-9-15 so we can start spending the allocations • The forms were approved and signed by all voting members 	<p>Chrissy will follow up with the new researcher to get accurate data on number of sites and class sections.</p> <p>Connie and Christina will work on their outcomes and send to Chrissy</p>
<ul style="list-style-type: none"> • RSAEC AB104 2015-2016 Annual Plan Update 	<ul style="list-style-type: none"> • All members verified that phone numbers and emails were correct • All were in agreement that only titles will be included in the Organizational chart • Under 2.1-Executive Summary -the wording of Teacher on Special Assignment (TOSA) was added next to faculty in all paragraphs • Under 4.1-Regional Assessment Plan- <ul style="list-style-type: none"> 1. OUSD does not have a universal assessment at this time 2. CEC and OEC offer certificates as a way to track students 3. GGUSD would like to add certificates to their campus • Under 4.1b-How to Track Student Enrollment-the Researcher and IT person can help track all data which mirrors the WIOA grant-they will be going to all district sites • Under 4.1c-Integrated existing programs-need to capture students who have ended and bring them back to Adult Ed. • Bryon explained that OCDE has a Charter Block Ed. grant and a K-12 grant, but they don’t have any Adult Ed. grants 	<p>Chrissy will work on the three year plan update and send out to all before it is sent to the state</p> <p>All will send their performance outcomes to Chrissy</p> <p>Chrissy will be sending out the AEBG upcoming deliverables to all by email</p>

	<ul style="list-style-type: none"> • Christina suggested to revise the rigor of the ESL classes to align • Chrissy discussed that CEC’s ESL curriculum needs to be updated and is over 20 years old • Under 4.2-Adressing gaps-OC Sheriff’s Dept. is a partner with voting rights • Under 4.3-Exclerating Student Progress- <ol style="list-style-type: none"> 1. GGUSD went to semesters and students can change levels depending if the level is too hard or too easy early in the semester 2. GGUSD can be added to the fast track program -2 9 week period classes along with RSCCD • Under 4.5 –objective 6- <ol style="list-style-type: none"> 1. CCAOE conference was held 2. Offer an IBEST workshop and have credit involved 3. Visit other consortia 4. Professional Learning Community-work on student learning outcomes-can also work on curriculum 5. In house training-reading apprenticeship-reading for content • Mary suggested to have the executive board members surveyed • Chrissy went over the percentages that need to be tracked by the researcher-no statewide ID at this time, so it is harder to track where the students are going • The forms were approved and signed by all voting members 	
AEBG Strategy Proposal Workgroup (SWP)	<ul style="list-style-type: none"> • Next SWP Meeting: Monday, November 2, 3:00-5:00 	Chrissy will be working on dates for these monthly meetings
Other	None	
Next Meeting	Next Meeting : November 9, 2015 OEC Provisional Education Center – Chapman Location	
Meeting Adjourned: 4:00pm		