

Rancho Santiago AB 86 Consortium Minutes

July 20, 2015
2:00pm-4:00 pm
Harbor Learning Center
15872 South Harbor Blvd
Fountain Valley, CA 92708

Present: Myra Clarke, Chrissy Gascon, Geoff Henderson, Jarek Janio, Paula Kusenda, Nilo Lipiz, Mary Lou Vachet, Jose Vargas, Mary Walker

Agenda Item	Discussion	Action Items/Follow-Up
Introduction of new attendees (Chrissy)	<ul style="list-style-type: none"> • No new attendees 	None
Approval of agenda (All) (Chrissy)	<ul style="list-style-type: none"> • Approved as read 	None
Approval of 6/8/15 minutes (Chrissy)	<ul style="list-style-type: none"> • Approved as read 	
June 12, 2015 Email Approval of Vote for RSCCD as Fund Administrator (previously known as Fiscal Agent) 2015-2016	<ul style="list-style-type: none"> • The term Fiscal Agent was changed to Fund administrator • RSCCD was approved via email vote as the Fund Administrator- <ol style="list-style-type: none"> 1. Will get funding sooner 2. As of July 1, 2015, the AB86 Implementation Phase will be known as the Adult Education Block Grant 3. July 1st trailer language came out-minutes have changed 4. Amount funded will now be \$525 million- additional \$25 million will be used for shared data collection-the amount 71 consortia will split will be approximately \$125 million 5. There was a webinar on July 10 discussing the draft of the Implementation guidelines 6. The voting members must be board approved – One from RSCCD,SAUSD,OUSD and OCDE 	

<p>The state approved the Adult Education Block Grant on July 1st (Chrissy)</p>	<ul style="list-style-type: none"> • Amount funded will now be \$525 million-additional \$25 million will be used for shared data collection. The amount 71 consortia will split will be approximately \$125 million 	
<p>Implementation Guidelines-update of the state workgroup’s first draft (Chrissy)</p>	<ul style="list-style-type: none"> • Consortium meetings are now open to the public • They could possibly be following the structure of the Brown Act-need to familiarize ourselves with this and transition into it • Required to have voting members who are board approved for the Adult Education Block Grant • Jose Vargas is on the implementation accountability committee representing the community colleges • AB86 will now be referred to as AB104 Adult Education Block Grant when the money is issued and implementation committees are formed • We are currently using the extension of the planning funds • Jose mentioned that Jarek is the president for year 15-16 for the Association of Community and Continuing Education (ACCE) • Chrissy explained that we will follow the 3-year comprehensive plan and the state has added 2 new program areas: <ul style="list-style-type: none"> 1. Classes will be geared toward adults, including older adults, who are entering or reentering the workforce 2. Classes will be geared toward adults, including older adults, who are assisting K-12 students in their academic success (expansion of Family Lit. classes – it encompasses all program areas – ABE, CTE, etc.) • Nilo asked if there will be hybrid courses for the students to take home as independent study-link the classes across the curriculum and collect the FTES-if students have to leave because of jobs, they can return to finish at a later date 	<p>Chrissy will put this down as a recommendation to be voted on with the new Executive committee</p>

- **Marylou** suggested sending them to the county to sign up and can then lead them back to non-credit and then to credit
- **Chrissy** explained that CEC is proposing a hybrid pilot with Burlington English where the student works 25% in class and 75% at home
 1. 4 initial classes are being piloted at this time
- **Jose** suggests adding classes on a case by case basis, collect FTES for the class and pay the instructor from the general fund and the 2nd teacher or counselor who will also teach in the same room could be paid through the Adult Education Block Grant
- **Chrissy** explained that we might want to update the comprehensive plan to include hybrid/distance learning classes
- **Mariella** wrote 3 classes that aligned with the certificate program that then aligned with credit with the help of **Marylou**
- **Chrissy** discussed that the shared data system needs to be developed and needs to have a human development side to it also
- **Jose** explained that we do collect the minimum of surveys and we report on Literacy and higher:
 1. As an example upon release from the inmate program the survey could help show the percentages of the inmates who performed at Literacy and higher rates
 2. The consortia will report to the state after we collect the data
- **Geoff** suggested enrolling all inmates in classes upon intake as a default which will spark interest ,and at this time a new computer system is being added in the jails
- **Mary** explained that the SSSP guidelines will require that we assess and place students according to their needs

Governance structure for the consortium, voting members, leaders of implementation workgroups (Chrissy)

- **Marylou** suggested having an alternate as a designee. Use the head person first then the designee-could be an elected or appointed position
- **Jose** explains they have to be formalized representatives according to the executive committee-we need to move forward, but we need to have a voting group. We can continue making recommendations to bring to the voting board
- **Chrissy** discussed that we need to get the 4 voting Executive Committee members in place so we can move forward and spend the money we are allotted
- **Marylou** explained that the governance structure is led by the Superintendent
- **Chrissy** explained that we were given a lot of leeway by the state- the rules and procedures have to be delivered to the state before we are funded
- **Chrissy** explained how the implementation workgroups are very important-they should be a collaborative of people who know their areas to help spend the proposed \$1.8 million dollars-
 1. Update in November
 2. Actively working on outcomes
 3. Adding recommendations
- **Mary** suggested that all start thinking about people we can ask to attend a collaborative meeting in September
- **Chrissy** explained that it could be harder to find people to participate in the workgroups because :
 - a. The Affordable Care Act-can only work 25 hours
 - b. Not enough full time people
 - c. Can we hire facilitators? Is there overtime allowed for the work group people?

Chrissy will work on the rules and procedures to be sent to the state

All will bring back teacher recommendations for the workgroups to the August 17th meeting or email **Chrissy**

	<p>d. Deans or program directors should be on workgroup committees to approve big budget items</p> <ul style="list-style-type: none"> • Nilo asked about giving stipends to attend the workgroup meetings • Myra discussed that GGUSD has the flexibility to use extra hours • Jose explained that RSCCD has the ability to use teachers up to 30 hours, but not weekly, each entity would take the lead for paying their own teachers • Nilo suggested a standard of pay for everyone or each institution will pay them at their rate or come up with an amount and turn it into hours • Chrissy explained that the participants of previous task force meetings were given flex credit or non-instructional pay, and mileage. Also, part time teachers are not allowed to receive stipends – only hourly wages • Mary suggested that the approval of funds to be paid for attending meetings will need to be voted on • Jose explained any expenditure has to be put in the plan • Chrissy explained that a lot was added to the plan, but not the 2 new program areas 	
<p>Consortium name and website address (All) Change of website (homepage) from AB 86 to Adult Education Block Grant (Chrissy)</p>	<ul style="list-style-type: none"> • Chrissy explained that we need to update the format of the website because we moved into the implementation phase <ol style="list-style-type: none"> 1. No new domain name 2. People are familiar 3. People want to see who is serving the adult ed. population 4. There will be a new tab added for the implementation process 5. Our website is very transparent 6. We would like to have the schedule of meeting dates and the agenda 1 year prior to the meetings 7. Website cannot be worked on until August 	<p>Chrissy will work with Robert Lee to update the website. The website information will be made available for committee members to look at and approve.</p>

	<ul style="list-style-type: none"> There was a motion to return to Rancho Santiago Adult Education Consortium (and the website name would not need to change .) 	The motion was approved by all to return to the old website name
Project Director position (Jose)	<ul style="list-style-type: none"> Jose explained that the director position was added to the org chart representing the consortium and was approved. We need to receive the allocation money before we can fly the position. This will also need to be added to the agenda items when the voting members are approved. 	
CTE Coordinator Update (Nilo)	<ul style="list-style-type: none"> Nilo discussed that no one applied for the part-time CTE coordinator position inside so he will fly it outside the district. We will not have anyone for the next 2 months Nilo reports that Mariella sent in 3 full time reports today Nilo passed them around for all to see 	
New Building Proposal (Chrissy, Jose)	<ul style="list-style-type: none"> Jose, Mary and Chrissy visited a free standing office building that could serve as a main center for the consortia which could house-a career center, outreach, EDD, one stop pilot, DSPS classes, counseling, a county rep., probation rep. and maybe classes to earn stackable certificates. Jose explained the building isn't in the central part of our region but does follow the bus route: <ul style="list-style-type: none"> We could set up a meeting for all to look at Continue looking for another building When OEC opens again this building will be very close AB104 could possibly pay for the people who work at the center Marylou thought a bigger building would be necessary-too industrial and not enough parking Nilo suggested looking at the Santa Ana train station-used to be a restaurant and owned by the city-has multi-level parking structure 	Nilo will inquire about having classes at the train station

Updates-subcontracts for GGUSD,OCDE (Mary)	<ul style="list-style-type: none"> • Not discussed 	Table this item for next meeting
Agency Updates/Concerns(SAUSD,OCDE,OCSD, GGUSD, other)	<ul style="list-style-type: none"> • None 	
Other	<ul style="list-style-type: none"> • None 	
Future Meetings Calendar for next year (Chrissy)	<ul style="list-style-type: none"> • Need to vote on a single location for future meetings 	Chrissy will work on Calendar dates for next year and email to all-room confirmation will be sent
Meeting Adjourned at 4:15pm	<ul style="list-style-type: none"> • Next Meeting: Monday, August 17, 2015-2:00p-4:00p-Rancho Santiago District Office 	Mary will check if RSCCD room is available for August meeting and will let Chrissy know.