

**Rancho Santiago Adult Education Consortium (RSAEC) Executive Board Meeting - Adult Education Block Grant (AEBG)**  
**July 11, 2016      2:00 – 4:00**

**College and Workforce Preparation Center**  
**1572 Main Street, Orange, CA 92867 - Conference Room**  
**(714) 628-5999**

**AGENDA**

| <b>Item</b>  | <b>Discussion</b> | <b>Action</b> |
|--|-------------------|---------------|
| <b>Introduction of new attendees</b>   |                   |               |
| <b>Approval of agenda</b>  |                   |               |
| <b>Approval of consent agenda</b> <ul style="list-style-type: none"><li>• Minutes: June 13, 2016</li></ul>   |                   |               |
| <b>Vote to approve the following items:</b> <ul style="list-style-type: none"><li>• Chromebooks</li><li>• AEBG Center at Santa Ana College</li></ul>   |                   |               |
| <b>Expenditure Report</b> <ul style="list-style-type: none"><li>• RSAEC forms were sent to OUSD and GGUSD to facilitate reporting expenditures to the consortium</li><li>• Forms due to Chrissy Gascon <b><u>by Friday, July 15, 2016</u></b></li><li>• Expenditure Report certified and due to the state <b><u>by Friday, July 29, 2016</u></b></li></ul> |                   |               |
| <b>Data Collection</b> <ul style="list-style-type: none"><li>• State released Data Templates July 7<sup>th</sup></li><li>• Forms due to Chrissy Gascon <b><u>by Friday, July 22, 2016</u></b></li><li>• Data Report due to the state <b><u>by Monday, August 1, 2016</u></b></li></ul>   |                   |               |

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| <b>Annual Plan</b> <ul style="list-style-type: none"> <li>State released Annual Plan template July 6<sup>th</sup></li> <li>Budgets and activities for 16-17 MUST be included in the Annual Plan to receive 16-17 funding (<b><i>This includes all funding that was previously allocated as MOE.</i></b>)</li> <li>Budgets and activities due to Chrissy Gascon <b><u>by Monday, August 1, 2016</u></b></li> <li>Annual Plan MUST be approved by all members and signed digitally</li> <li>Annual Plan due to the state <b><u>by Monday, August 15, 2016</u></b></li> </ul> |                                     |  |
|  |                                     |  |
| <b>Renewal Needed for District/Superintendent Approved AEBG Voting Member Designees:</b> <ul style="list-style-type: none"> <li>RSCCD- received</li> <li>OUSD</li> <li>GGUSD</li> <li>SAUSD</li> <li>OCDE</li> </ul>   |                                     |  |
|  |                                     |  |
| <b>Review Governance Plan</b><br>Discussion items: <ul style="list-style-type: none"> <li>Amend plan to include board approved alternates</li> </ul>   |                                     |  |
|  |                                     |  |
| <b>Strategy Proposal Workgroup:</b>  | Next Meeting: Monday, July 25, 2016 |  |
|  |                                     |  |
| <b>Other:</b>  |                                     |  |
|  |                                     |  |

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