



RSAEC Executive Board Meeting - Adult Education Block Grant (AEBG)

February 27, 2018 9:00am - 11:00am

College and Workforce Preparation Center

1572 N. Main Street, Orange, CA 92867

(714) 628-5999

Members Present: Chrissy Gascon (Director), Geoff Henderson, Justin Stanfield, Connie Van Luit

Members Absent: Lori Fasbinder, Ryan Murray, Katy Ramezani

Guests: Alicia Ayers (Minutes), Cristina Gheorghe

MINUTES

Item	Discussion	Action
Introduction of new attendees	<ul style="list-style-type: none"> None 	
Approval of agenda	<ul style="list-style-type: none"> A quorum was not present at the meeting The approval of the agenda was moved to the next meeting on March 27, 2018 	
Approval of consent agenda <ul style="list-style-type: none"> Minutes: January 30, 2018 	<ul style="list-style-type: none"> A quorum was not present at the meeting The approval of the consent agenda was moved to the next meeting on March 27, 2018 	
Presentation of new AEBG Programs and/or Strategies:	<ul style="list-style-type: none"> Chrissy Gascon shared information from the Textbook Evaluation Event at Lincoln Education Center, GGAE 	

<ul style="list-style-type: none"> • Textbook Evaluation Event at Lincoln Education Center, GGAE • Leads included: Sue Garnett, Ray Hernandez, Cathleen Petersen, Karla Frizler and Dr. Merari Weber 	<ul style="list-style-type: none"> ○ The Textbook Evaluation Event held at GGAE's Lincoln Education Center was very successful ○ Adjunct ESL instructors evaluated 2-3 books and made recommendations to the committee ○ 5 publishers participated 	
<p>Submitted Voting Items:</p> <ul style="list-style-type: none"> ○ None submitted at this time 	<ul style="list-style-type: none"> • None 	
<p>Discussion Items:</p> <ul style="list-style-type: none"> • Brown Act • Governance Structure • Budget Oversight • CFAD 	<ul style="list-style-type: none"> • Brown Act - RSAEC Executive Board Meeting must follow the Brown Act and post the agenda 72 hours in advance in an accessible place to the public (outside), additionally it may be posted on website • Governance Structure – In order to meet quorum, should all members have a 2nd person who has the authority to vote for a member if the member is unable to attend the meeting? <ul style="list-style-type: none"> ○ Will be voted on at the March 27, 2018 RSAEC Executive Board Meeting • Budget Oversight – The RSAEC Executive Board is the Budget Oversight and will perform the duties and/or tasks with accountants • CFAD – Packets were given to members in attendance <ul style="list-style-type: none"> ○ Our COLA \$180,528 non-allocated within consortium ○ How should we split the COLA and what should it be used for 	<ul style="list-style-type: none"> • Vote on Governance Structure at the March 27, 2018 RSAEC Executive Board Meeting • Chrissy Gascon to email the CFAD Packet to absent members

	<ul style="list-style-type: none"> ○ Indirect cost of 5%, unless the district indirect amount is lower than you may only use the lower district amount 	
CFAD: <ul style="list-style-type: none"> • Public Notice that CFAD will be voted on at the April 24, 2018 Executive Committee Meeting • Location: College and Workforce Preparation Center, 1572 N. Main Street, Orange, CA 92867 • Date/Time: Tuesday, April 24, 2018 9:00am-11:00am 	<ul style="list-style-type: none"> • CFAD Due May 2, 2018 • CFAD will be voted on at the April 24, 2018 Executive Committee Meeting 	
URGENT Reminder: <ul style="list-style-type: none"> • Voting Members: Must be board approved for the new fiscal year starting July 1, 2017 • Please forward board approvals via email 	Board approvals needed: <ul style="list-style-type: none"> • OUSD – received • RSCCD – received • GGUSD • SAUSD • OCDE – received 	<ul style="list-style-type: none"> • Connie Van Luit and Ryan Murray to forward board approvals via email to Chrissy Gascon
Combined Strategy Workgroup (CSW) <u>2017-2018 Calendar</u> Location: CWPC Time: 9:00am – 11:00am Day: Second Tuesday of the month except where noted	Next CSW Meeting: Tuesday, March 13, 9:00am – 11:00am (CWPC – Room 114) Subcommittees: <ul style="list-style-type: none"> • See RSAEC website calendar for updates 	
Upcoming Events: Summer CASAS Institute Town and Country San Diego, CA	<ul style="list-style-type: none"> • Summer CASAS Institute in San Diego, CA <ul style="list-style-type: none"> ○ Chrissy Gascon and Cristina Gheorghe will be attending for Orange Education Center ○ Connie Van Luit, Ray Hernandez, and several classified will be attending from GGUSD 	

Other:	<ul style="list-style-type: none"> • AEBG Webinar on March 9th • Watch for the Nova Quarterly Expenditure Reporting Webinar that is coming soon 	<ul style="list-style-type: none"> • Chrissy Gascon to inform members of date and time of Nova Quarterly Expenditure Reporting Webinar
Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 11:00am 2018: Tuesday, March 27; Tuesday, April 24; Tuesday, May 22; Tuesday, June 26		