



**RSAEC Executive Board Meeting - Adult Education Block Grant (AEBG)
April 24, 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), Lori Fasbinder, Geoff Henderson, Ryan Murray, Katy Ramezani, Justin Stanfield, Connie Van Luit

Members Absent: N/A

Guests: Alicia Ayers (Minutes), Cristina Gheorghe

MINUTES

Item	Discussion	Action
Introduction of new attendees	<ul style="list-style-type: none"> The RSAEC Executive Board Meeting started at 9:30 am No new attendees 	
Approval of agenda	<ul style="list-style-type: none"> A motion to approve the April 24, 2018 agenda was made by Lori Fasbinder and seconded by Ryan Murray Passed by a unanimous vote A motion to approve the agenda's for February 27, 2018 and March 27, 2018 was made by Connie Van Luit and seconded by Ryan Murray Passed by a unanimous vote 	

<p>Approval of consent agenda</p> <ul style="list-style-type: none"> • Minutes: January 30, 2018 • Minutes: February 27, 2018 • Minutes: March 27, 2018 	<ul style="list-style-type: none"> • A motion to approve the January 30, 2018 minutes was made by Lori Fasbinder and seconded by Ryan Murray • The January 30, 2018 minutes were passed by a unanimous vote • A motion to approve the February 27, 2018 minutes was made by Lori Fasbinder and seconded by Connie Van Luit • The February 27, 2018 minutes were passed by a unanimous vote • A motion to approve the March 27, 2018 minutes was made by Lori Fasbinder and seconded by Katy Ramezani • The March 27, 2018 minutes were passed by a unanimous vote 	
<p>CFAD Voting Item:</p> <ul style="list-style-type: none"> • Vote to approve 2018-2019 Consortia Fiscal Allocation Declaration (CFAD) <ul style="list-style-type: none"> ○ See electronic version for direct member submissions • Due date to the state: May 2, 2018 • 2018-2019 Budget: \$4,583,658 <ul style="list-style-type: none"> ○ Increase of proposed COLA allocation: \$180,528 <p>All members representatives must approve and submit member allocations for their districts</p>	<ul style="list-style-type: none"> • Location: College and Workforce Preparation Center, 1572 N. Main Street, Orange, CA 92867 • Date/Time: Tuesday, April 24, 2018 9:00am-11:00am • CFAD switched to direct funding in 2017/2018 • A motion to approve the 2018/2019 Consortia Fiscal Allocation Declaration was made by Connie Van Luit and seconded by Justin Stanfield • Passed by a unanimous vote 	

	<ul style="list-style-type: none"> • A motion to approve the disbursements of the increased proposed COLA allocation of \$180,528 was made by Justin Stanfield and seconded by Connie Van Luit • Passed by a unanimous vote • The 2018-2019 Consortia Fiscal Allocation Declaration was approved by all members on the NOVA system 	
<p>Submitted Voting Items:</p> <ul style="list-style-type: none"> • ESL: Fund OEC PT teachers to be involved with phase two of the textbook evaluation through committee participation. <ul style="list-style-type: none"> • Lead: Eden Quimzon • Budget: \$1,000 • OCTA: Ride for Free with Your Student ID Program: Fund the program for 3 years. Started at Santiago Canyon College Continuing Education and Santa Ana College Continuing Education in September 2017 and the pilot will run through the 2019-2020 academic year. <ul style="list-style-type: none"> • Lead: Jose Vargas and Jim Kennedy • Budget: Up to \$300,000 <ul style="list-style-type: none"> ○ Funding to come from the new COLA allocation and carryover funds 	<p>ESL</p> <ul style="list-style-type: none"> • Lori Fasbinder requested the budget amount to be increased to \$2,000, which is 20 hours per instructor • A motion to approve the increased funding of \$2,000 for the OEC part-time instructors to be involved with phase two of the textbook evaluation through committee participation was made by Connie Van Luit and seconded by Justin Stanfield • Passed by a unanimous vote <p>OCTA</p> <ul style="list-style-type: none"> • A motion to approve the OCTA Ride for Free with Your Student ID Program for 3 years (until 2019/2020 academic year) with a budget up to \$300,000 was made by Ryan Murray and seconded by Geoff Henderson • Passed by a unanimous vote 	<ul style="list-style-type: none"> • OCTA – Chrissy Gascon to send bus pass data for OEC from previous/current semesters to Cristina Gheorghe for analysis of student attendance

<ul style="list-style-type: none"> • One-Day Bus Passes <ul style="list-style-type: none"> • Purchased 137 one-day bus passes for incarcerated students who were recently released and were to be used until they are enrolled in our programs • Proposal is to amend the allocation of the one-day bus passes to include ALL students with a specific need in addition to inmate education 	<p>One-Day Bus Passes</p> <ul style="list-style-type: none"> • A motion to approve the allocation of the one-day bus passes to include all students with a specific need in addition to inmate education was made by Lori Fasbinder and seconded by Connie Van Luit • Passed by a unanimous vote 	
<p>Informational Item:</p> <ul style="list-style-type: none"> • Professional Development: Fund the Keynote Speaker on Growth Mindset for Fall Faculty Development Week and provide light refreshments. Keynote will take place in the morning and evening to accommodate work schedules. <ul style="list-style-type: none"> • Lead: Elaine Pham • Budget: \$2,250 (part of the pre-approved \$5,000 for professional development) • Budget Breakdown: \$225 for light refreshments, \$1,000 per keynote session (\$1,000 x 2 sessions = \$2,000) for a total of \$2,250. 	<ul style="list-style-type: none"> • The keynote speaker on Growth Mindset for the Fall Faculty Development Week and light refreshments was already approved • The Growth Mindset professional development will be held in the morning and evening the week of August 13, 2018 at CEC B-109 	
<p>Discussion Items:</p> <ul style="list-style-type: none"> • CFAD • Brown Act • Governance Structure • Budget Oversight 	<ul style="list-style-type: none"> • Discussion items were moved to the next meeting on May 22, 2018 	<ul style="list-style-type: none"> • Chrissy Gascon to add discussion items to May 22, 2018 agenda
<p>Discussion Items:</p> <ul style="list-style-type: none"> • Voting Members: Must be board approved for the new fiscal year starting July 1, 2018 <ul style="list-style-type: none"> • Please forward board approvals via email • New calendar dates needed for 2018-2019 	<p>Copy of Board approvals needed for 2017:</p> <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 for 2017 via email to Chrissy Gascon • All voting members to start working on their board approvals for the fiscal year starting July 2018, and upon receipt, email to Chrissy Gascon

<p>Combined Strategy Workgroup (CSW)</p> <p><u>2017-2018 Calendar</u> Location: CWPC Time: 9:00am – 11:00am Day: Second Tuesday of the month except where noted</p>	<p>Next CSW Meeting: Tuesday, May 8, 9:00am – 11:00am (CWPC – Room 114)</p> <ul style="list-style-type: none"> • This will be the final CSW Meeting for the 17-18 Academic Year • The April 10, 2018 Strategy Workgroup meeting was cancelled due to the WIOA project deadline 	
<p>Upcoming Events:</p> <p>Summer CASAS Institute June 18-21, 2018 Town and Country San Diego, CA</p>	<p>List of Attendees:</p> <ul style="list-style-type: none"> • Members from RSAEC <ul style="list-style-type: none"> ○ Yuri Betancourt; ○ Chrissy Gascon; ○ Cristina Gheorghe; ○ Jarek Janio; and ○ Araceli Trujillo • Approximately 6 people will be attending from GGUSD 	
<p>Other:</p>	<ul style="list-style-type: none"> • AEBG Data Integrity Report - still having difficulties linking up from TOPS Pro to AEBG • Strong Workforce Educational Grant <ul style="list-style-type: none"> ○ A Regional Marketing Campaign was started for credit classes only, however, non-credit can utilize their data • AEBG ESL Coordinator will not continue for 2018/2019 fiscal year <ul style="list-style-type: none"> ○ The hiring process to fill the AEBG Coordinator position will be discussed in 2018-2019 • After a review of the jails, more questions regarding disabilities are being added to the booking process <ul style="list-style-type: none"> ○ This will provide a large data base on the disabilities and number of people with disabilities in the jails 	

	<ul style="list-style-type: none"> ○ 5% of inmate education students may change based on the new information ● Geoff Henderson shared that there will be correctional training in LA during the month of May 2018 ● Per Lori Fasbinder correctional webinars are May 3, 2018 and May 10, 2018 ● Prop 47 contract for Project Kinship in Santa Ana area provides opportunities for young adults who face multiple barriers to education and employment ● Connie Van Luit announced that she will be retiring on June 30, 2018 ● The RSAEC Executive Board Meeting was adjourned at 11:15 am 	
<p>Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 11:00am 2018: Tuesday, May 22; Tuesday, June 26</p>		