

# Rancho Santiago Adult Education Consortium Executive Board Meeting Minutes-AEBG

October 12, 2015

2:00pm- 4:00 pm

**Board Meeting: Lee and Associates, Commercial Real Estate Services-Orange**  
**1004 W. Taft Avenue, Suite 150, Orange, CA. 92865-Conference Room**

**Site Visit: 1572 N. Main Street, Orange, CA 92867**

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

**Absent:** Ryan Murray

**Guests:** Myra Clarke, Paula Kusenda, Nilo Lipiz

Agenda Item	Discussion	Action Items/Follow-Up
<b>Introduction of new attendees (Chrissy)</b>	None	None
<b>Approval of agenda (All) (Chrissy)</b>	<ul style="list-style-type: none"> <li>A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve the agenda was made and was passed by a unanimous vote</li> </ul>	None
<b>Approval of 9/14/15 minutes (Chrissy)</b>	<ul style="list-style-type: none"> <li>A motion by <b>Byron Fairchild</b> and seconded by <b>Connie Van Luit</b> to approve minutes was made and was passed by a unanimous vote</li> </ul>	
<b>Consent Agenda</b>	<ul style="list-style-type: none"> <li><b>Chrissy</b> discussed the idea of the budget items and the minutes to be put on the consent agenda</li> </ul>	<ul style="list-style-type: none"> <li>All were in favor of adding these items to the consent agenda and <b>Chrissy</b> will be emailing them out to all</li> </ul>
<b>Update on Consortium allocation</b>	<ul style="list-style-type: none"> <li>The first allocation has been approved and received</li> </ul>	
<b>Update on board approval(s) of voting members</b>	<ul style="list-style-type: none"> <li>RSCCD-<b>Mary Walker</b>: Approved</li> <li>OUSD-<b>Kerri Torres</b>: Approved</li> <li>OCDE-<b>Bryon Fairchild</b>: Approved</li> <li>SAUSD-<b>Ryan Murray</b>: Approved</li> <li>GGUSD-<b>Connie Van Luit</b>: Pending October 20</li> </ul>	
<b>Governance Template</b>	<ul style="list-style-type: none"> <li>RSAEC Board approved on 9-14-15</li> </ul>	

	<ul style="list-style-type: none"> <li>Submitted to state workgroup on 9-29-15</li> <li>Approved by state workgroup on 9-30-15</li> </ul>	
<p><b>Submitted Voting Proposals</b></p> <ul style="list-style-type: none"> <li><b>Vote to approve funding to hire an AEBG Director of Research to lead the consortium's efforts in data collection to comply with outcome measurements as detailed in the AB104 legislation</b></li> <li><b>This is an ongoing position</b></li> </ul>	<ul style="list-style-type: none"> <li>The 7 different area items need to be tracked regionally for both GGUSD and RSCCD</li> <li><b>Mary</b> discussed that the researcher would compare the past to the present, looking at what we have added to the programs and the student success outcomes</li> <li><b>Chrissy</b> discussed that the state requires us to track how we have made improvements from the previous year</li> <li>A motion by <b>Kerri Torres</b> and seconded by <b>Byron Fairchild</b> was made to approve funding to hire an AEBG Director of Research to lead the consortium's efforts in data collection up to \$158,000 annually and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li><b>Vote to approve funding to pilot an evening childcare program at CEC. The pilot will allow 75 children to attend Monday-Thursday between the hours of 5-9PM and include dinner.</b></li> </ul>	<ul style="list-style-type: none"> <li>Classes at Godinez could also participate in the childcare program at CEC</li> <li>Includes 1 master teacher and a site supervisor-both part time</li> <li>3 interns at \$12.00 an hour-maybe tutors from K-12</li> <li>Dinner for 75 children at \$5.00 a meal, no babies-toddler and above</li> <li>Offer in Spring 2016 as a pilot program to see if students are completing sooner without obstacles</li> <li>A motion by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> was made to approve funding to pilot an evening childcare program at CEC up to \$100,000 for Spring 2016 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li><b>Vote to approve designating funds to support updating curriculum</b></li> </ul>	<ul style="list-style-type: none"> <li><b>Chrissy</b> discussed that we are currently not aligned with credit and that we need curriculum writers to help with the aligning process as a pathway to college</li> <li><b>Chrissy</b> discussed that the SAC-SCE and SCC-SCE ESL curriculum has not been re-written in 20 years</li> <li>SCC credit has classes that are 2 levels below transfer and SAC credit has classes that are 5 levels below transfer</li> </ul>	<ul style="list-style-type: none"> <li><b>Mary</b> will meet with <b>Geoff</b> to plan for the needs of the jail</li> <li><b>Chrissy</b> will work on the budget breakdown of each item</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> explained that the one year allocation is now good for 3 years, but we need to spend in the first year</li> <li>• A motion was made by <b>Mary Walker</b> and seconded by <b>Kerri Torres</b> to approve designating funds to support updating curriculum up to \$100,000 for 2015-16 and up to \$200,000 for 2016-17 was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve amending the RCP and designating funds to support alternative instruction delivery models</b></li> </ul>	<ul style="list-style-type: none"> <li>• We can follow the example of the IBEST models</li> <li>• <b>Chrissy</b> discussed the ability to teach with lesser students to grow programs in new areas</li> <li>• <b>Mary</b> discussed that the jail classes are in jeopardy of canceling due to low student attendance-maybe we can pay an instructor to deliver materials to inmates who can't leave their cell to work on independent study</li> <li>• <b>Chrissy</b> discussed that the state would like us to have local control with approvals on some items and then all decisions will be final</li> <li>• <b>Mary</b> explained that in Spring 2016 we can increase funding requests</li> <li>• A motion was made by <b>Geoff Henderson</b> and seconded by <b>Connie Van Luit</b> to approve amending the RCP and designating funds to support alternative instruction delivery models up to \$100,000 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve funding a 2-day I-BEST faculty development workshop in January, 2016 to educate faculty and administration on contextualized, integrated learning models</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that we would like credit to be involved</li> <li>• A motion was made by <b>Kerri Torres</b> and seconded by <b>Mary Walker</b> to approve funding a 2 day I-BEST faculty development workshop in January, 2016 and was passed by a unanimous vote</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Vote to approve amending the RCP to accommodate approved proposals from the September 14<sup>th</sup> Executive Meeting</b></li> </ul>	<ul style="list-style-type: none"> <li>• A motion was made by <b>Connie Van Luit</b> and seconded by <b>Kerrie Torres</b> to approve amending the RCP to accommodate approved proposals from the Sep. 14<sup>th</sup> Executive Meeting and was passed by a unanimous vote</li> </ul>	

<ul style="list-style-type: none"> <li>• <b>AEBG Upcoming deliverables:</b></li> <li>• <b>RSAEC AB104-AEBG 2015-2016</b></li> <li>• <b>RSAEC AB104-AEBG 2015-2016 Annual Plan Update</b></li> <li>• <b>RSAEC AB104-AEBG Three-Year Consortia Plan Update</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed the request for voting members to work and approve feedback on an email basis</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will email items to all and meet Oct.26 at 2:00pm at OEC-Chapman site room 202 for signatures</li> <li>• All will read and work from an email basis</li> <li>• <b>Chrissy</b> will email <b>Ryan Murray</b></li> <li>• <b>Chrissy</b> will work with <b>Connie</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>AEBG Strategy Proposal Workgroup (SPW)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Representation is needed in all program areas</li> <li>• Next SPW Meeting: Monday, Nov. 2- 3:00pm-5:00pm</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Site Visit (3:15pm)</b></li> </ul>	<ul style="list-style-type: none"> <li>• All were invited to visit the potential new Orange Consortium/Classroom Hub on Main St.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> discussed that we need to choose a logo and choose colors-web designer needs this before we start</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will email out a sample of colors and our new AEBG web site page for all to see</li> <li>• Voting members will send their photos to <b>Chrissy</b> with a link to their email and agency</li> </ul>
<p><b>Next meeting date:</b></p>	<p><b>November 9, 2015 site TBA</b></p>	<ul style="list-style-type: none"> <li>• <b>Chrissy</b> will send out the location</li> </ul>
<p><b>Meeting adjourned : 3:15pm to go to new proposed site</b></p>		