



About Student Regional Consortium for Adult Education

Meeting Minutes

October 21, 2015

2:00pm International Brotherhood of Electrical Workers #440

**I. Welcome & Agenda Review-** Introductions; In Attendance: Linda Aranda, Bernie Balland, Olga Cornejo, Jim Dawson, Ashely Etchison, Sandy Fielding, Charles Fischer, Edna Vallecillo-Garcia, Beth Gomez, Michael Gray, Dalia Gadelmawla, Tammy Guzzetta, Mark LeNoir, Maribel Mattox, Deanna McCarty, Tami Ostrosky, Mary Perea, JoDee Slyter, Eddie Villa, Ron Vito.

JoDee Slyter opened the meeting by thanking everyone in attendance for their time and hard work. The agenda was reviewed and no additional topics were added. JoDee asked if there were any questions or comments about direct funding proposal. Depending on the group discussion, there is a potential motion to vote. If the consortium votes today the Governance Plan can be signed off. The allocation schedule will need to be negotiated and discussed. Beth Gomez will share RCCD's proposal. One important thing to remember is that consortium members will need to be accountable for one another, support one another and be transparent in order for the consortium to be successful in its collaboration efforts to serve our region.

**II. Motion to Approve Direct Funding for the 2105-2016 Fiscal Year** – The first topic discussed was a review of direct funding and fiscal agent options. JoDee thanked all the fiscal experts for being involved and bringing to the table much discussion. Currently, there isn't a member who proposes to be a fiscal agent for 2015/16, so by default the proposal is for the consortium to go with direct funding.

Direct Funding Recap (Slide) - Impact of consortium dollars, Services must support the annual and 3 year plans. If members decided funds to be used for services which have not been identified as priorities in the plan then the plan itself would need to change. The allocation schedule must be approved by the members; the expenditures are bi-annually and must be submitted by the consortium collectively.

Mary Perea brought up uncertainty regarding bullet # 4 with the 5% indirect costs. Beth doesn't believe it's mandated. JoDee cited the website indicates that the expenses allowable works same as AB86 grant funding. Beth told the group with the AB86, Norco College gets

nothing from the 4% indirect allotted to the fiscal agent. She thinks it's just suggested not mandated. Mary shared with the group she is in talks with Neil about this for clarification. JoDee asked if Beth can be included in the conversations during the next conference call since Beth is in charge of AB86. JoDee told the group that Neil, as the State Project Monitor, has no authority regarding the Lead proposal. It is a local decision for the consortium to determine its leadership structure and once the details are finalized, JoDee will no longer serve in a dual capacity representing Corona-Norco Unified School District as the official representative and consortium lead.

JoDee reaffirmed no other offers for fiscal agent. She asked if the consortium is at a point in which a decision on funding distribution can be voted upon and decided? Chuck Fsieher from RCOE made the motion to approve direct funding for 15-16 school year. Maribel Mattox from MVUSD 2<sup>nd</sup> the motion; Approvals 7 and 1 opposed. The majority voting members carried the motion to pass.

**III. Sign off on Governance Plan (Slide)** – JoDee reviewed the governance plan is already voted and approved. The only thing that needs to be done is signatures. JoDee passed out the 3 signature pages. The only thing that changed in the Governance Plan was the wording on direct funding from fiscal agent. The next steps for the Governance Plan are to scan and email forms to the state. The Governance Plan will be submitted to the State with Consortium Member approvals.

Governance Plan (Slide) - the plan for the By-laws is incomplete. A draft will be available in November.

**IV. Allocation Schedule (Slide)** – The conversation regarding the allocation schedule started last week with the submission of funding requests from members with the exception of RCCD and Val Verde Unified. Beth Gomez and Ashley Etchison presented the RCCD request for consortium funding for a total of \$650,000.00 to develop ABE readiness classes and transitions to pre-apprentice and apprentice programs.

Olga Cornejo asked if with RCCD allocation if that put us over the allocation available. The answer was YES.

Mark LeNoir from Val Verde Unified stated there are currently no Adult Ed classes offered by Val Verde USD. They have some joint classes at San Jacinto College. He shared that VVUSD is in talks with Moreno Valley Adult School to join forces and add some classes in the Perris area. ABE and Spanish GED preparation classes are what they are looking to start up. Tammy Guzzetta from MVUSD is revising the tables that were presented last week and will include specific funds needed to support the needs at VVUSD. JoDee encouraged MVUSD to include

sufficient funding requests to cover the Val Verde area. Maribel reminded the group that MOE dollars have not been allocated to Val Verde since there is no adult school. Edna offered the resources at WDC to help Val Verde gather any data needed to consider the needs of their community.

Status of Requested Funds (Slide)- The group reviewed the table that was created with additional funding available along with the allocation requested. JoDee asked everyone to look at the last 2 items. She asked each member to confirm the information on that table.

Beth clarified the \$15mil on the table that is categorized as additional funding is not all real adult education funding. Jim Dawson agreed with Beth. The \$15mil serves all college programs not just adult education. Mary voiced she thinks the state just didn't look deep enough at the colleges because they serve the majority of adults, although not just adult education. JoDee reminded the group that the numbers come from the state as a means for considering some and all funding that is available for adult education; look at them for what they're worth. The consortium still makes the decision. Ongoing funding numbers should be discussed to better understand the true amounts available for adult education in the region.

Deanna from RCOE clarified their allocation request is for new and existing programs, not just new programs. New funding requests are for ESL classes, while additional funding is needed for existing ABE/ASE classes. The reason for adding classes is to full-fill the growing population and they even have waiting lists. JoDee thinks the consortium has made a good start, she realizes some things will need to be adjusted.

Request v. Consortium Funds Available (Slide) presented requested amounts that are program services in the amount of \$4,612,735. The amount requested exceeds the consortium allocation by approximately \$769,972 (22.2%). JoDee asked what the consortium can do to move forward toward a decision on allocation, such as prioritize or take a percentage off each request? Beth stated that she thought of applying a straight percentage. Mary asked if the group would have consideration for those that don't have MOE. Dalia suggested to fulfill the requests of those that didn't get MOE and the remainder to divide evenly with other members. Mary brought up another idea of looking at funding existing or new programs. Those that are looking at starting up new programs may be able to determine something that can wait. Beth believed the MOE takes care of existing programs already, but not everyone agreed with that. Deanna said she was willing to reduce her new program areas with less amounts. Maribel thinks everyone should look at each agency's tables in detail.

JoDee reminded the group they are on a time limit to put it all together and to continue to edit the tables. Beth thinks everyone should start at the same playing field; Diana asked if each member can cut their allocation request by 22%; Mary asked if looking at existing programs would be a good starting point. Sandy asked how much it takes for existing only; Beth asked to

define existing. Mary reminded the group there are limited dollars and several needs. If priorities have been established then that something that should be looked at. Beth mentioned it not all black and white; it's a good frame work, but not the decision maker. Mary wanted to add one more thing and that is district will pull the 5% off the top.

Deanna asked the group if they all have a tool to measure outcomes just to make sure everyone will be able to report. Everyone said yes. Maribel again thinks everyone should go back and look at their own budget and prioritize and as a consortium support each other. Michael agreed to review his budget as well. The members decided on consensus to review and resubmit their tables reducing the consortium allocation requests where they can. JoDee asked the members to email her the revised tables by Friday, October 23, 2015. Once all the revisions are submitted, JoDee will send out via email new tables that show new amounts.

Meeting time ran out, but JoDee asked for input on the annual plan survey and the remaining funds for AB86. She also mentioned the consortium meeting schedule needed to be reviewed because she received emails from a few people who can't make it to the meeting because of the day or time of our current schedule. The requests did not specify a different day or time. Edna suggested having quarterly meeting for updates and Jim also suggested that action items remain during the meetings when the official members are present for voting and decision making progress. JoDee will look into those suggestions.

Edna wanted to thank everyone for her time spent at the meeting, but she was handing the baton over to Olga who will represent WDC.

Next meetings:

- Annual Planning Committee- October 23, 2015 at Riverside Adult School from 9-3pm
- Regular weekly meeting October 28, 2015 from 2-4pm

Meeting adjourned 4:08pm