**K-12 & Mt. SAC Regional Consortium**

**Steering Committee Minutes**

Tuesday, October 6, 2015

1:30-3:30 p.m.

Mt. San Antonio College, Bldg. 40, Rm 103

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| X | Baldwin Park  (John Kerr, Veronica Valenzuela) | X | Charter Oak  (Kathleen Wiard) | X | Mt. San Antonio  (Liza Becker, Madelyn Arballo) | X | Walnut Valley  (Jeff Jordan), Sue McCracken) |
| X | Bassett  (Albert Michel, Virginia Espana) | X | Covina Valley  (Dan Gribbon, Claudia Karnoski) | X | Pomona  (Enrique Medina, Rebecca Cristobal) | **Partners/guests present**: | |
|  |  | X | Hacienda La Puente  (Matt Smith, Elena Paul) | X | Rowland  (Rocky Bettar) |

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| **Agenda Items** |  | **Outcomes** |
| Welcome & Agenda Check  Public Comment  Approval of Minutes of 9/3/2015 | No Comments.  Claudia moved and Enrique seconded a motion to approve the minutes of 9/3/15. Motion carried. |  |
| Objectives for the day:   1. AEBG Governance Template  * Board approval for members * Signatures * Additional members  1. Budget  * Central consortium budget * Priorities by district  1. Annual Plan and Amendment revision 2. Sacramento Report 3. Fall Conference – Friday, October 30, Pacific Palms  * Agenda check * Registration counts * Invitations * Evaluations | 1.Madelyn presented a draft of the AEBG Governance Template and reminded members to turn in evidence of board approval. Discussion followed on the need to reach out to JPA’s and COE’s within our boundaries to invite them to join. ESGVROP, Mary Lind Recovery Center, and Covina Library were identified as potential members. Wanda will send letters of invitation and ask them to respond with any interest by Oct.28. The group requested the following language to be added to the end of item #1*: with sufficient funding* and Jeff Jordan requested a correction to the spelling of his name. Rocky moved and Enrique seconded a motion to approve the draft with corrections.  2. Madelyn presented an update on the AB86 budget which will expire on Dec 30. She reminded the group that any unexpended funds would have to be sent back to Sacramento. She urged all members to send in invoices as quickly as possible so we could make some decisions regarding any funds remaining. Rocky moved and Enrique seconded a motion to allow the fiscal agent to cover any additional allowable expenditures with any reserves from the planning grant. Motion carried.  Madelyn presented a draft of projected consortium-wide expenditures for the new AEBG funds. Discussion followed and Madelyn was asked to provide a job description for the Coordinator position at the next meeting. She will also provide each district with a percentage of the projected budget allocation based on their 2015-16 allocations to be discussed further at the next meeting.  3. Madelyn presented a draft of the Annual 3-year Plan Revision and asked for input. Districts were asked to review and complete the required data tables for the Annual Plan and bring them to the next meeting.  4. Attendees reported that their presentation at the Sacramento Summit was well received and that our consortium seemed to be well ahead of many others in the state.  5. Wanda provided an update on the progress of the Work Groups and reviewed the agenda for the Fall Summit. She reminded members to turn in their registration forms and notify her of any requests for vegetarian meals. She asked that members send her the names of any “special guests” so they could be recognized from the podium. Liza will follow up to see if Omi can help with the mail merge on the evaluation form. It was determined that those attendees who were not working on the day of the conference could be paid for attending. Certificates of Appreciation will once again be awarded to participants in the Summer Work Groups. |  |
| Other issues: Extra meeting in October. | A special meeting was called for October 19 at 1:30 to finalize the 3-yr Plan Revision and begin work on the Annual Plan.  Eric was also asked to attend and provide a demonstration of the website. | . |

**Special meeting:** Monday, October 19, 1:30-2:30 at Mt. SAC, Bldg 40, Rm 103