

MEETING MINUTES Monday, August 14, 2017 2:00 pm-4:00 pm

Mt. San Antonio College, Bldg. 40, Rm. 140

## **Steering Committee**

<b>Baldwin Park</b>	Covina-Valley	Mt. SAC	Consortium
⊠John Kerr	⊠Joe Campitiello	⊠Madelyn Arballo	⊠Ryan Whetstone
⊠Veronica Valenzuela	⊠Claudia Karnoski	⊠Tami Pearson	⊠ Wanda Pyle
	⊠ Cindy Manke		⊠Lila Manyweather
Bassett  □ Linda Bermudez  ⊠ Virginia Espana  □ Albert Michel	ESGVROP  □ Leticia Covarrubias  ⊠ Elia Evans	Pomona  □ Rebecca Cristobal  ☑ Marie Dennis ☑ Enrique Medina	Partners/guests present:  Debra Jensen  Mark Steimle  Jessica Bayardo
Charter Oak ⊠ Ivan Ayro □ Debra Black	Hacienda-La Puente  ☑ Greg Buckner ☐ Elbia Sarabia ☑ Matt Smith	Rowland ⊠Rocky Bettar	Sessica Bayardo

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Agenda Items Welcome & Agenda Check	Outcomes  Meeting was called to order at 2:07 PM — Facilitated by Ryan Whetstone.
Public Comment	No Public Comment
Approval of Minutes for 8/14/2017	A motion was made to approve the Minutes of 08/14/2017 by Claudia, seconded by Greg, and approved unanimously.
1. BPACE OTAN Digital Learning Academy Project	BPACE staff have created a blended English composition course, integrated math course, and help guides for teachers and students. They would like to offer mentorship to other teachers in the consortium and help them to setting up their own online courses. These courses were developed through Moodle and include video instruction, online assignments, resources and documents, etc.
2. Update on AEBG Regional Data Accountabilit y Training	Thursday Sept. 14 <sup>th</sup> - Follow up training at Chaffey Adult School 10:00 AM  The final data and accountability report is available on the AEBG Website: <a href="http://aebg.cccco.edu/Portals/1/docs/AEBG%20Reports/AEBGDataAccountabilityLegReport_Aug2017.pdf">http://aebg.cccco.edu/Portals/1/docs/AEBG%20Reports/AEBGDataAccountabilityLegReport_Aug2017.pdf</a>
	Consortia funds will be going out to districts directly based on K-12 allocation and the delegation of consortium dollars from 2 years ago. That money is for the 7 program areas outlined by AEBG. The annual plan outlines how much money is coming to your school this year. Rocky recommends getting the fund 11 unaudited actuals from fiscal.
	Member effectiveness – Consortium level decision over 2-3 years - "the member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements"

3. Professional Development	
Update a. Fall Conference Oct. 25	Draft agenda and session descriptions were distributed. Conference focus is on summative and formative assessment and data accountability. Opening session will cover the importance of CASAS and (EFLs). Breakouts for ABE/ASE and ESL will work on developing formative assessments and rubrics for writing. CTE, CSS, and AWD will attend a CASAS presentation on the Workforce Skills Certification.  Madelyn – we need to focus on how to capture the required metrics. Ryan will bring list of
	required metrics to next steering committee meeting.
b. Update Monthly Professional Development	November 14 <sup>th</sup> - Digital Badging Presentation 1:00 PM — 4:00 PM @Bassett 32 spaces available. Online registration will be available within the week.
4. Data Review of Final Submission	Lila distributed and reviewed the Data Work Group Update and the Intake Alignment Reassessment presentation.
2016-17	Oct 31 – First Quarter Data Submission
	It would be helpful for ASAP to send a representative to work with consortium members.
	The state is only looking at data from the 7 AEBG program areas. This does not include all of the other students served outside of such program areas. Rocky wants our regional report to show everyone (all programs) that we serve.
5. Budget Update	Madelyn distributed the budget update. 2015-16 funds are down to 218,959.21.
	You will be able to enter your own expenditures and budgets moving forward. There will be trainings on how to enter this information at the end of this year. Each member will be responsible for their budget changes. When it comes time to change your budget you need to certify it. Madelyn said many consortia have an independent party responsible for fiscal accountability – this might be a good idea for us.
	WIOA funding cuts might be coming. We need to collect student success stories. You can submit stories to our website here: <a href="http://www.mtsac-rc.org/About/eNews/index.html">http://www.mtsac-rc.org/About/eNews/index.html</a>
Other Updates and Topics	Conference registration will be available on the website and social media.
Adjourn	Meeting adjourn 3:55 PM

Next meeting: Monday, October 9, 2017, 2:00 PM – 4:00 PM, Mt. San Antonio College, Bldg 40, Rm 140