

Stanislaus & Mother Lode AB86 Consortium

Meeting Minutes

Meeting Date: April 28, 2014

Meeting Location: Ceres Unified School District

Attendance:

Present	Absent
<input checked="" type="checkbox"/> Ceres Unified School District: J Lynn Martin, R Serrato <input checked="" type="checkbox"/> Turlock Unified School District: I Rumayor <input checked="" type="checkbox"/> Modesto City Schools: M Henderson, E Anderson <input checked="" type="checkbox"/> Patterson Unified School District: T Bibbins <input checked="" type="checkbox"/> Learning Quest – SLC: K Williams <input checked="" type="checkbox"/> Stanislaus County Office of Education: C Young <input checked="" type="checkbox"/> Modesto Junior College: P Mendez, R Luman <input checked="" type="checkbox"/> Waterford Unified School District: D Davis, J Aldaco <input checked="" type="checkbox"/> CVOC: J Jepson <input checked="" type="checkbox"/> AB86 Consultant: A Pollard	<input type="checkbox"/> Alliance WorkNet: J Rowe <input type="checkbox"/> Hughson HS: D Davis <input type="checkbox"/> Newman Crows-Landing USD: E Felt <input type="checkbox"/> Riverbank USD: <input type="checkbox"/> El Concilio

- I. **Approval of March 18th meeting minutes:** M Henderson requested clarification concerning 2c and 2f. K Williams requested minutes for 2f be updated to reflect she addressed concerns about the email received about educational silos. Discussion ensued concerning 2g. Motion was made to accept the minutes with corrections. All in favor.

- II. **Introduction of new consortium members and partners:** Attendees introduced themselves around the table.

- III. **Review list of all adult education providers in Stanislaus County and locations:** A list of adult education providers was provided to all who attended. Those in attendance shared corrections with A Pollard.
 - ACTION ITEM: Update the list and post in Dropbox.[A Pollard] Invite AB86 Members to Drop Box Folder [P Mendez]*

- IV. **Review submitted preliminary budgets:** The group discussed details of allowable expenses. The last webinar provided more details on what the state views as expense areas that are allowed and not allowed. While, the initial discussion by the Consortium Members discussed an ADA distribution of funds for the workplan. It is now clear that the budget is to support planning efforts related to the workplan of the grant. P Mendez (AB86 Project Director) confirmed that all approved budgeting activities will need to directly relate to completion of Objectives 1 through 7 and support gap analysis and planning efforts only (i.e. professional development activities related to curriculum articulation or alignment discussions and planning is acceptable). A Pollard (AB86 Coordinator) also noted that she understood pay must be equal across the members of the Consortium. State wants to see a seamless transition from non-credit courses to credit courses. Do we know how other consortiums are approaching this? I Rumayor (TUSD) requested professional development for

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curriculum articulation before Fall 2014. Articulation needs to occur across the board with all districts. Set up dates now. Best practices.

- ACTION ITEM: Email Neil Kelly (Project Monitor) regarding equal pay interpretation. [P Mendez]*

P Mendez estimated the grant face sheet to be received from the state by May 22. Budgets can be set up at that time. J Lynn Martin (CUSD) noted that districts need MOUs before budgets can be set up. Further, MOUs with district will be for reimbursement of staff time only for the months from May and June 2014 and in relation to completed work due for the July 30, 2014 Report.

- ACTION ITEM: Contact District and partners to discuss MOUs for personnel time in pulling information for Obj 1, 2 and 4 [P Mendez]*

- A. The initial year of AB86 is for planning, gap analysis, and initialization. Expanding services cannot happen until June 2015. Work studies/codified study is allowed. Anything that helps to advance Objectives 1-7.

- ACTION ITEM: Objective 1, 2, and 4 are due to the state by July 31, 2014. [All]*

- B. Discussion ensued about a gap and needs analysis survey to be conducted by an outside agency. Reimbursement time for clerical support to help with the gap and needs analysis survey will be included in the MOUs. Motion was made (C Young) and seconded (R Serrato) to provide MJC the authority to find an agency to conduct a survey for Objectives 1 and 2 by July 1, 2014. All in favor. Scope of the request is for Objectives 1 and 2 for Stanislaus and Mother Lode Consortiums collectively with the consortiums individually conducting surveys for Objective 4.

- ACTION ITEM: Initiate contact to recommended researchers concerning the gap and needs analysis survey [P Mendez]*

- C. Discussion ensued whether website development was considered an allowable expense. An informational website was discussed to funnel information into and link districts and agencies to the community. A motion was made and seconded pending an MOU, Modesto City Schools is to create a website and share documents with consortium members.

- ACTION ITEM: MOU for Modesto City Schools to create and maintain a website for consortium members. [P Mendez, M Henderson]*

- V. Evaluation of current needs for adult education programs in our region

- A. A. Pollard is still receiving templates 1.1 and 1.2 from consortium members and partners.

- B. CVOC, Newman Crows landing School District and Waterford USD as new attendees will also need to provide information

- ACTION ITEM: Email agencies Participant of Intent for School Districts and Appropriate Table [P Mendez, A Pollard]*

- VI. Need to develop mission statement to guide all consortium work.

- A. Create clear by-laws

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It was recommended that the creation of by-laws be tabled until the gap and needs analysis survey is complete and revisit this topic after July 1. Items should include: Organizational Structure, Leadership and Decision Making, Roles

ACTION STEP: Discussion topic will be added to agenda after July 1.

- VII. Assignment of tasks to be completed prior to next meeting.

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VIII. Meeting dates

- Scheduled meetings:
Monday, May 19 – Modesto City Schools Hosting
Monday, June 23 - Hosting??
- It was recommended that the consortium meet within one week after the date of receiving the gap and needs analysis report from the outside evaluator. Some attendees recommended to not schedule the meeting during the Stanislaus County Fair week.

IX. Adjourned

- Meeting was adjourned at 3:48 p.m. Next meeting is scheduled for Monday, May 19, at 2:00 p.m. Modesto City Schools (Reno Avenue) will be hosting.