

About Student Regional Consortium for Adult Education
January 23, 2017
2:00 p.m. International Brotherhood of Electrical Workers #440

I. Welcome & Agenda Review

Introductions-in attendance: Omar Andrade, Jaqueline Benson, Rachel Bramlett, Greg Busbee, Beth Davis, Ashley Etchison, Dr. Charles Fischer, Robert Grajeda, Tammy Guzzetta, Brenda Hofer, Richard Keeler, A. Marquez, Annamarie Montanez, Joan Patrick, Hugo Ramirez, Jim Rush, Craig Shiftlett, JoDee Slyter

II. Updates from AEBG Office

- Most of the webinars are archived for anyone to review. Last Friday's webinar was hosted by Neil Kelly and Jay Wright. Neil discussed the governor's budget and how the term "ongoing" is used to indicate longevity although revenues can be lower than expected. JoDee sent the section of governor's budget to fiscal and program leaders. Keep in mind if revenues are not coming in as expected we must have to adjust the budget just as the governor might have to do.
- Expenditure and progress reports due 1-31-17
- Data and Accountability due 2/20/17
- Preliminary allocation for 17/18 will be announced next month, which will open the CFAD (document we submit every year which identifies contact person for agency) as well as other annual requirements that must be updated or changed. Allocation and membership changes would be made in the CFAD.
- **15-16 funds must be spent by 12/31/17!** Actions taken by consortia must target the funds. The final submission is due the end of January.
- There is no time line on MOE funds
- Reminders of updates shared from last month
 - Next update from state is Data and Accountability
 - We are no longer tracking all students - only students that are AEBG funded
 - All data tracking must be reported through CASAS TOPSpro Enterprise
 - ABE/ASE/ESL must use an NRS instrument such as CASAS, TABE, or any other that communicates with CASAS TOPSpro.
 - By March 2017, our consortium is responsible to ensure that each agency's student system communicates properly with TOPSpro Enterprise. Please recall

that every individual consortium member's actions and data impact the entire group!!!

- AEBG funded students with 12+ or -12 hours of instruction must report enrollments in post-secondary completion and post-secondary certificate industry approved degrees and training programs.
- If student are absent 90+ days they must exit the program
- RCCD would report students earning certificates
- Data and Accountability funding to align with WIOA-one time funds were awarded to us to help with the new Data and Accountability requirements.
- AEBG Regional Training - 1 day session from 9:00-4:00pm. Cost: FREE
Morning session covers administration. The people at each site that handle data and accountability are encouraged to be at the morning session. The afternoon session is hands-on, sitting and playing with the online system. Each member should be thinking of who to send. Listening to an achieved webinar cannot replace being at the actual training. The webinar should only be used to provide support.
 - Registration will be available on the CASAS website
https://www2.casas.org/online_registration/
 - Feb. 8th up north near Visalia.
 - March 7th in San Bernardino
 - March 8th in Los Angeles
- Training and Professional Development has been identified as our highest need and these trainings can help address that.

III. Digital Badging Update

- Several participants in the committee met in Dec. and Jan. They are all focusing on completing descriptions, criteria and badge designs.
- Karen Jefferies is working with ASAP to find a way and minimize data entry for badges.
- The consortia is considering hiring an Implementation Consultant
- Planning for a Regional Launch Event for administrators, teachers and support staff is in the works.
- A draft of the Digital Badges was shared with the group so they can see what is in the works. Feedback is highly encouraged.
- The next meeting will be the 2nd week of February. Please share with peers that are not present, please don't distribute at this time since this is just a DRAFT.

IV. Data and Accountability Update

- Committee meeting in Dec. /Jan.
- Handout of data and accountability was passed out and indicated what information will be submitted. Each school will need to identify needs for each school and fill out in the correct objective for your agency only.
- Identify your highest priorities and estimate your needs. The budget is developed based on need.
- Budget plan must be sent electronically by 2/20/17.

V. 2015-2016, 2016-2017 Expense and Progress Report

- All expenditure reports have been received and figures gathered into one table.
- 15-16 expenditures must be expended by 12/31/17
- Expense and progress reports 15-16 and 16-17 are due 1/31/17
- In 15-16, consortia was allocated 3 million plus the MOE for each member
- 16-17 funds for the consortia include the MOE as part of the allocation , the members review and approve both expenditure reports
- Budgets turned in that exceed the approved budget can only claim what has been budgeted.
 - 15-16 members that have expended more will need to submit a budget adjustment to the state.
 - Capital Outlay was not part of annual plan therefore we can't report.
 - RCCD had capital outlay as part of their Technology. JoDee Ok'd it so long as it was identified in the annual plan.
- The 16-17 Budget Handout was review for each member. These funds to be used by 12/31/18. Handout shows totals, budget, expenditures, and balances. Each member was asked to check their numbers.
 - JoDee proposed to submit expenditure for 15-16 and 16-17.
 - Ashley Etchison motioned to approve revisions and Omar Andrade second; the motion passed.

VI. Showcasing programs in our Region

- Jurupa Adult School-
 - New principal -Ana Maria Montes. She wasn't able to make it to today's meeting for showcasing
- About Students Regional Website <http://riversideregionadulthood.org/>. JoDee showcased the website along with all the resources available through the website
 - Public Meetings, Agendas, Minutes, Calendar with due dates and Posts and Blogs

VII. WIOA Application for 2017/18

- Application is live and is due 2/10/17

VIII. Next Steps

- 1/24/17 WIOA RFA Collaboration Meeting at RCOE 9-11am. If you are applying for WIOA Title II.
- 1/31/17 Expenditure & Progress Report Submission
- 2/7/17 Data and Accountability Committee Meeting RCOE 2-4p.m.
- 2/8/17 Digital Badging Implementation Team Meeting RCOE 2-4p.m.
- 2/10/17 WIOA Title II Application Due
- 2/20/17 Data and Accountability Budget and Plan Due

Next meeting:

- February 15, 2017 2:00pm IBEW Union Hall

Meeting adjourned at 4:08 p.m.