I. Welcome and Agenda Review - Introductions:
In Attendance: Omar, Andrade, Rachel Bramlett, Ashley Etchison, Craig Shiflett, Sandy Fielding, , Tammy Guzzetta, Michael Gray, Robert Grajeda, Brenda Hofer, Arey Marquez, Antonio Garcia, Thoibi Rublaitus, Jim Rush, Eddie Villa,

II. Updates from AEBC Office:
-15/16 Data Reporting (Instructions released) - Data and Accountability supplemental funding (Distributed June and July, Instructions Released)
-15/16 Budget Revisions - 15/16 Expenditure and Progress Report using the state system.
-16/17 Annual Plan
-16/17 Release of Funds August 30th
-AEBG Data & Accountability Summit: November 1st and 2nd – Sacramento

III. Review of Submission Timeline:
Timeline for Consortium Deadlines and Reporting to the AEBG Office
06/20/16 (05/15/16)- Budget Revisions
07/31/16 (07/15/16)- Expenditure and progress Reports
08/01/16 (07/15/16)- Student Outcome and Data Report
08/15/16 (07/30/16)- 16/17 Annual Plan

IV. 15/16 Budget Allocation Revisions and Approval
-Due to AEBD office June 20, 2016
- OBJECT CODE BUDGET CANNOT BE LESS THAN EXPENDITURES:

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Expenditure</th>
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<tbody>
<tr>
<td>Books and Supplies</td>
<td>$10,000.00</td>
<td>$15,428.00</td>
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</tbody>
</table>

Budget Revisions Submitted by AUSD, CNUSD, MVUSD, RUSD
15/16 Expenditure Reports due to JoDee 07/15/16
AUSD-Moved money from category to category. Classified salaries and benefits to books and supplies (buying laptops for students to use and a charging card-Sandy)
CNUSD-Moved money from category to category. Certificated salaries to classified salaries/benefits, Professional Development (Thoibi)
MVUSD-Moved money from program to program. ABE/ASE to program Entry/Re Entry Workforce and Short term CTE (offer more ESL, Mead Valley will start a full program. Purchased software for HSD, ordered textbooks for all classes, new computers- Tammy)
RUSD: Moved money from program to program. CTE to ABE/ASE/ESL/Citizenship (GED, Adult classes, hired new teachers and a new director-Antonio)
Jurupa-no changes
RRCD-no changes
RCOE-no changes

Motion to accept revision-Ashley Etchison
Second the motion- Michael Gray
All in favor

Member Expenditure Reports (Due July 15, 2016)
-Submit separate expenditure reports for MOE and Consortium funding.
-Submit reports by program areas and categories according to approved budget.
-Use district approved indirect cost percentage up to 5%
-Expenditure reports submitted to consortium lead must be certified by each local districts business services administrator
-If expenditure submitted are less than 80% of the allocation, the member shall submit a plan for the use of the allocation for consortium approval.

Brenda- Does 80% apply to MOE and Consortia
JoDee-Yes
Brenda- So MOE has a breakdown of categories
JoDee- Not yet, all we know right now is how much we are getting, it’s the MOE and Consortia Allocation added together with the exception of Alvord.

Data and Accountability Funding
-Instructions released
-Funding Period: June 1, 2016-December 31, 2017
-Objectives
  1. Respond to short-term data reporting needs
  2. Foster regional and local system integration
  3. Support data sharing efforts
-Deliverables:
  1. Budget
  2. Work Plan
  3. Expenditure and Progress Reports
-More guidance at AEBG summit

V. 16/17 Annual Plan Update
-Format provides year 1 reflections as well as year 2 updates
-Some information is auto filled
-Sections include CFAD, summary, services, action plan of activities, budget estimates, and effectiveness measure.
-State recognizes that year 1 was short; therefore, outcomes in Table 6(outcomes) will not result in penalties.
-Each member creates budget estimates by program and category as well as by objectives in alignment with consortium plan
-Revise contact information to work with committee remainder of June and July

VI. Student Data Collection and Reporting
-3 Primary Goals
  1. Scale and reach adult education services
  2. Better understanding of population who benefit from adult education services
  3. Build capacity for consortia to provide meaningful data reporting
-4 sections of Data Collection
  1. Enrollment and Program Participation
2. Descriptive Measures (Demographics)
3. Consortium Effectiveness Measures
4. Follow up measures (not collecting for 15/16)

Handouts: (If there is no Riverside ABout students logo- then the handout are coming straight from the states office)
- Data Collection Summary
- Total Adults Served
- Enrollment and program participation
  What we are reporting on is regardless of the funding source
  Mike- Mentions his system has a glitch which isn’t reporting the hours.

**15/16 Member Responsibilities:**

<table>
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<tr>
<th>Data</th>
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<tbody>
<tr>
<td>1. Gather Student enrollment and Participation data</td>
<td>1. Align Expenditures with annual plan</td>
</tr>
<tr>
<td>2. Gather student demographic Information</td>
<td>2. Submit certified expenditure reports for MOE and consortium allocations</td>
</tr>
<tr>
<td>3. List progress made on 15/16 Annual plan</td>
<td>3. Submit plan for unused consortium allocation funds</td>
</tr>
<tr>
<td>4. Attend or provide representative to Committee meetings with data</td>
<td>4. Attend or provide representative to committee meetings.</td>
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**Consortium Meetings Schedule**
- Second Monday of the month

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>06/13/16</td>
<td>Approval of 15/16 Budget Revision (Due: 06/20/16)</td>
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<tr>
<td>07/11/16</td>
<td>Approval of 15/16 Certified Expenditures and progress report (Due 7/31/16)</td>
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<tr>
<td>08/08/16</td>
<td>Approval of 16/17 Annual Plan (Due 8/15/16)</td>
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**VII. Next Steps**
- Submit approved Budget revisions to AEBG office by 06/20/16
- Continue work on Data and Accountability Report (Target Date 07/15/16)
  Next meeting for Effectiveness review Committee:
  Review enrollment, participation, demographic data
- Continue work on Annual Plan Template (Target date 7/30/16)
  Next meeting Annual plan review committee meeting
  Review draft of Annual Plan sections, budgets and plan of activities.
- Meeting Options:
  Monday 06/20/16, Friday 06/24/16, Wednesday 06/29/16, Friday 07/01/16

Next consortium meeting: Monday 07/11/16