SDAERC MINUTES

Meeting Minutes: October 4, 2018	
Meeting was called to order at 2:30 PM and a quorum of Representatives were present (electronically or in person) including:	
Michelle Fischthal, VPI SDCE Michelle Speegle Megan Johnson, Instructor, SDUSD Mike Reynolds, SDUSD Leah G Becki Walker, Consultant Rachel Rose, Faculty, SDCE Lorie Howell, SDCE	Al Love, Director, SDUSD Alex Berruy Monica Rosas, SDUSD Magda Kwiatowski, Faculty, SDCE Kelly Henwood, SDUSD Ranessa Ashton, SDCE Public Information Officer Andrea Vinson, Principal, SDUSD
Agenda was Adopted and Michelle Fischthal was selected to Chair the Meeting and Al Love to Co-Chair. • Motion: Megan • Second: Michelle S • No discussion • Approved Unanimously	
There were no Non-Agenda Public Comments	
Approval of September Minutes from the August 14, 2018 Meeting • Motion: Megan • Second: Michelle • No discussion Approved Unanimously	
Action Items: Consortium Governance Bylaws – 3rd Reading Motion: Al to accept governance bylaws with edits as stated. 2nd Lorie Howell (Megan) Discussion: Question about proxy and "limited" number. Al Love there is typically an emphasis on attendance. Proxy is an exception not the rule. Change language in bylaws to take out the end of sentence "in a limited number of occurrences" however, there was a question about counting the proxy for attendance. Recommendation that a proxy does count for vote and attendance. Proxy will not exceed the majority of a representative's regular attendance. Final decision: take out "may" and add "will" to attendance paragraph. No changes to proxy language. Approved Unanimously	
Discussion Items: Request to move the Marketing discussion to the head of the discussion items: Motion to approve: Megan 2nd: Michelle Approved Unanimously	

Marketing Discussion:

No marketing efforts are being done at this time. Suggestions made that we develop some flyers and up date the website. Need to determine priorities and ramp up immediately.

Counselor Conferences provide opportunity for cross-pollination and career pathway talk. Esther is the direct connect for December & February conferences. Need to create flyers, etc. that talk to parents of 9th & 10th graders, 12th graders that aren't going to graduate and others that make decisions at end of school year.

Rachel indicated that some consortia are using regional consortia branding within their region to share cost and increase visibility.

Actions:
    a. Identify the marketing priorities based on need and objective
    b. Research before the committee meets. What can we do right now together. Banner, flyer, etc.
    c. Identify committee members
    d. Agenda item for November meeting

Strategic plan: Community Needs and Data Requirements

Becki Walker: New resource on the website AEBG for 3 year plan. "Effectiveness Planning Guide" very comprehensive. New ideas including using a logic model that came from NRS support project, regional training – it appears to be a requirement. Nothing that she was going to bring forward today. Now need to document more process and methodology in plan. We all need to review. Need to identify other community assets that offer similar programs to our target participants. Need to indicate our level of interaction, their source and amount of funding. WIOA II required list of other organizations. Kelly and Mike meet to review and look at what SDUSD has access to data. Consortium members need to review and give some thought to what other organizations should be included. See handout that Becki prepared.

Presentation Items:

Overview of State Field Team Work

Magda Kwiatkowski:

How to crosswalk information. Work out California first. How to utilize IET information in consortium. Huge system, need secondary lens on how to utilize information.

Informational Items:

Rachel Rose, SDCE AEBG Faculty Coordinator:

a. Human Centered Design Team - Using concept of Transition from SDUSD to SDCE. No implementation
b. Upcoming State Webinars & Events -
c. Debrief Past Events:
    -9/27/18 Apprenticeship Day Event at ECC
    -9/28/18 State Consortium Leads/Directors Meeting -

Adjournment

Meeting adjourned at 4:20PM

Next Meeting: Thursday November 1st 2:30 – 4pm ECC or Webinar

Next Meeting:

Marketing: Identify immediate needs and quick things at the November meeting related to marketing. (eg. immediate needs) Things we are working on that we can just make more effective.

Transitions and other workgroups: Discuss at next meeting.

For more information about the SDAERC and AEBG: Visit our local websites: SDCE SDAERC and SDUSD SDAERC
Or the State AEBG website: www.aebg.ccccco.edu

SDAERC Purpose: SDAERC is the decision-making body on issues pertaining to AB104 and Adult Education in the region and includes member agencies from San Diego Unified School District and San Diego Continuing Education. The SDAERC's role is to: 1) Establish the Consortium's strategic agenda, including objectives and annual plans, 2) Fiscal oversight including setting priorities for financial plans for the Consortium, 3) Evaluate the needs in the Adult Education need of the community, 4) Prioritize and direct resources toward serving the unmet needs of the community, 5) Evaluate the annual performance measures and student data, and 6) Appoint committees as necessary and prescribe roles and duties for committee work.

SDAERC Members:

SDCE: Michelle Fischthal, Vice President of Instruction, Lorie Howell, Dean of Adult Basic Education, Adult Secondary Education, and Hospitality and Culinary Programs and West City Campus, Magda Kwiatkowski, ESL Instructor and WIOA II Faculty Coordinator

SDUSD: Al Love, College Career and Technical Education and Adult Education Director, Andrea Vinson, Principal of Alba Alternative School, Megan Johnson, Adult Education Instructor