

**ADULT EDUCATION COMMITTEE
MINUTES – FINAL – Approved November 16, 2015
October 26, 2015**

Ramón Leyba (Division), Kevin McClelland (Principals), Saul Cruz (Counselors), Roberto Rodriguez (SEA), Audrey Gonzales (SYA), Diana Vera-Alba (NCA), Jason Leichter (CVA), Erica Dibello-Hitta (MOA)

Agenda	Topic	Discussion	Action Needed
1.	Minutes of 09/14/15		Approved 10/26/2015
2.	<ul style="list-style-type: none"> • South Bay Consortium Update 	<p>Consortium Directors Council: First meeting Oct.28, 2015 at SWC. Dr. Joe Fulcher (Asst. Supt.) SUHSD member, Kathy Tyner (VP) SWC member, Kevin Nicholls (Principal) Coronado member</p> <p>Reviewed: (1) Consortium Governance Questionnaire; (2) Consortium Governance Rules & Procedures ; (3) Three Year Consortium Plan Update; (4) Legislature Executive Plan Summary; (5) Executive Summary Vision, Long-Term Goals and Three Year Strategies; (6) Annual Plan Template for 2015-2016; (7) AB 104 Block Grant Consortium Member Allocations Form; (8) AB 104 Block Grant Consortium Performance Measures Form; (9) Consortium Organizational Chart 2015-2016; (10) Consortium Director’s Council (CDC) DRAFT Meeting Agenda</p> <p>All documents are DRAFT documents and confidential because they have not been reviewed or approved by the CDC.</p>	<ul style="list-style-type: none"> • Attend October 28, 2015 meeting if possible. • All documents will be posted on the Adult Division Web Site as soon as they are reviewed and approved by the South Bay Consortium Director’s Council

3.	<p>Update on Previous Issues:</p> <ul style="list-style-type: none"> • Adult Student Calendar • Mr. Leyba will explore development of a site for Adult Ed. Committee agendas, minutes, and supporting documents on the Adult Division website. • Technical support in the evenings 	<p>Techs can't work more than 40 hours a week. If they work straight hours to cover the night it means coming in late and that would leave 1 tech responsible for all 4 schools in the morning. Splitting the morning and the night would cover the highest demand time but it would also mean more cost to the division. 5% split shift and 2.5% night differentials and there are 4 school sites to consider. Mr. Leyba has discussed a 1 night a week option as a pilot with the techs.</p>	<ul style="list-style-type: none"> • Adult Student Calendar developed and emailed to all Faculty and Staff. On Adult Division Web site • All documents now accessible on Adult Division Web site <p>A 1 night a week pilot will be developed and announced to Faculty and Staff ASAP.</p>
4.	<p>CVA:</p> <ul style="list-style-type: none"> • SEA Tentative Agreement 	<p>Roberto Rodriguez announced that an agreement between SEA and the District had been reached on wages and benefits. 4.5% salary increase retroactive to July 1, 2016 and an addition \$1000 for H/W benefits</p>	<p>SEA members must ratify the agreement followed by Board approval.</p>
5.	<p>MOA:</p> <ul style="list-style-type: none"> • Irlen program – Update 	<ul style="list-style-type: none"> • Mr. Leyba explained his understanding of the program. Clarified that not asking for a class in Irlen but support for teachers in supplies. Mr. Leyba asked that he be provided a list of needed supplies. 	

	<ul style="list-style-type: none"> WIA Expenditures 14-15 ADA Funding per site and # of classes Director's Assessment of Goals and Challenges: Immediate and Long Term 	<ul style="list-style-type: none"> Virginia Mendoza provided a report of 14-15 WIA Expenditures Mr. Leyba indicated that for 16-17, the budget for teacher salaries provided each school would be based on 15-16 ADA from each school. Mr. Leyba shared that, in his judgment, the biggest challenges facing the Adult Division will be implementation of the consortium and maintenance of a stable funding stream for adult education programs in the state. 	
6.	<p>NCA:</p> <ul style="list-style-type: none"> None 		
7.	<p>SYA:</p> <ul style="list-style-type: none"> Community Labs 	A question as to whether "community labs" meant open to the public. It was clarified that "community labs" meant that computer labs at school sites were open to the school community, i.e. ALL program areas.	Computer labs are for the use of all program areas
8.	Other		
	Next meeting		November 16, 2015