



SOUTHWEST RIVERSIDE ADULT EDUCATION

Steering Committee

Joyce Johnson
MSJC
Co-Chair

Lucie Gonzalez
Riverside County
Office of Education
Co-Chair

Nohora Vazquez
Lake Elsinore USD
Co-Director

Jasmine Port
MSJC
Co-Director

Melissa Lee
Banning USD
Member

Matthew Centofranchi
Hemet USD
Member

Anthony Coronado
Beaumont USD
Member

Steve Rausa
Murrieta Valley USD
Member

Dr. Pauline Garcia
Perris UHSD
Member

Ken Swanson
San Jacinto USD
Member

Tim Dignan
Temecula Valley USD
Member

AEP Steering Committee Meeting
Fri., March 8, 2024 - 9:00 a.m. – 12:00 p.m.

MVC – Building 3000, Rm 3026
28237 La Piedra Rd., Menifee, CA

MINUTES

Participants:

Lucie M. Gonzalez – RCOE, Blair Bradley – Hemet, Jasmine Port, Melissa Lara Ochoa, Nancy Carr – MSJC, Pauline Garcia – Perris, Steve Rausa, Michelle Smith – Murrieta, Nohora Vazquez – Lake Elsinore, Todd Peel, Ken Swanson, Aida Polanco – San Jacinto, Anthony Coronado – Beaumont, Steve Rausa – Murrieta, Melissa Lee – Banning, David Schlottman - Temecula

I. Call to Order:

Meeting called to order at 9:07 a.m. by Jasmine Port

II. Review/Approval of February 9, 2024 Minutes

- Ken Swanson, San Jacinto, moved to approve minutes
- David Schlottman, Temecula, second
- All approved, so moved

III. Healthcare Pathways Update:

Jasmine: Discussions and thanks to Anthony for introductions and bring CNA to our region. We learned more specifics regarding strategies to move this forward.

Nohora: We learned in detail how to start the process, set up, costs. We need to be able to connect these students to an employer. The students have to work at a long-term facility to get certified. After that they can work at the local hospitals. We have more clarity of the key things that will be needed.

Jasmine: Clinical hours above job placement. We need to have a CNA partnership with a site that will host our students. We have a couple agencies that may be able to do that. The sites need to do a little research on what facility in your area would be willing to partner with us. If there is no clinical site, there is no program.

Jasmine: We want to offer a next tier option.

Anthony: They need 160 hours. No more than 15 students per instructor.

Nohora: We will have to have the collaboration and identify the locations and visit the sites. In Lake Elsinore there are five sites, but we don't know if any of them would be willing to work with us. We can look for more locations.

Pauline: What is the time frame?

Jasmine: We are looking for 24-25 time period.

Anthony: Depending on how it plays out we could possibly have one by August which would be a main branch and then create satellite campuses.

Blair: This would be consortium funded that all would have access to? We have facilities but not sure if we can take on this program if it isn't fully funded.

Nohora: We would take on the costs for those who don't have the funds for it. There is the hiring and staff that needs to be able to travel throughout the region. Whatever district is in charge of the pathway. We have to move the funds through one agency that creates the MOU, and then create satellites and those will have to do the hiring.

Jasmine: This would be a larger scale. It would be the hosting site needs to have an MOU with the facility and then we would all have an MOU to pool our resources. To run this program, you need a registered nurse, you need instructors.

Anthony: The RN could teach the class; I have seen programs do that and they need to have worked in a long-term care facility. We are accredited with SCOE so there are a lot of pieces that have to be submitted.

Jasmine: We know we have the funds, and we know all the pieces that need to be taken care of but how do we divvy up the responsibilities. There are many constraints that we would need to address. At the college they can be hired as a PE, they are limited to hours but can negotiate their pay. That employee would be hired by the college, but we would have to figure out how to share the costs. We need to determine what our model would be, but the partnering site is the first piece.

Blair: Can we explore with other consortiums in the state that could provide guidance? To know if it works or not.

Nohora: If you feel like you want to join us, it may take a conversation with your district. Anthony was able to create a medical pathway with his district. It is a lot to manage.

Jasmine: If there is one agency that is more primed to do this then we need to support that. We aren't there yet but I think there is something with these regional projects.

David: I think the district concerns are if the funding is going to be there long term and sustainable with regard to Adult Ed.

Jasmine: Historically there has been that support. It is more intense when you are talking about full-time employment vs part-time.

Blair: Our teachers are subs, and we all have different models so it will depend on the district on how they hire.

Jasmine: It could be the director or it could be consortium personnel so the teacher would be your hire. There is equipment that will be needed but the consortium will fund that. The only item the district would take on would be the employee. It would be like bringing another class and another teacher to your books.

Pauline: What are the estimated costs?

Jasmine: What we could do is provide the thresholds on what is expected, and you would need to work with your fiscal.

Nohora: We could have possible two directors – have one on our side and then create the satellites. We will need to figure out how to share responsibilities.

Jasmine: Equipment would be funded by the consortium. Some encourage students to purchase some items for their buy-in to the program. You will need to check with your HR to find out what is needed to hire.

Anthony: The facilities are going to have questions that we can't answer just yet.

Jasmine: Is Velma still with Perris?

Pauline: Yes, I plan on connecting with her.

Blair: We don't have room at our facility.

Jasmine: That is something to take into consideration.

Nohora: Email us if you are interested in possibly participating in this program.

Blair: For those of us who can't run it but need to figure out how we can contribute or add other classes that would complement this program.

Jasmine: There could be a need for the second-tier class to move the students to the next level. I think we have what it takes so we will stay on it and maybe check back in the next meeting after you have shared your interest.

IV. Community Forum Update:

Jasmine: Presenting Community Forum needs. Nohora sent out a survey. We need to determine your presentations. The survey identified which goal you want to present. Each will have a 3-4 minute presentation. You can find a student who can also provide a testimonial.

Nohora: We will be determining your presentation in the closed session today because we need to move ahead with this.

Jasmine: We will do our welcome, VP Johnson will do our official welcome. Beaumont Superintendent will be our keynote and Nohora and I will present and then we will go to each agency for their presentation of our goals and strategies. We are going to have a gallery walk and you will need to create your fact sheets and you as leads will stand next to your poster, we will do that for around 15 minutes.

Blair: What is the cut-off date for data?

Jasmine: We can give you until April 12th for everything for your banner.

Nohora: Have your team get the data cleaned up and ready by that time.

Jasmine: We need your fact sheets for the banners. Next, is the PowerPoint slide presentation and each will have two slides. Focus your presentation on the two slides. If anyone needs assistance, please reach out. Each agency has a large photo option and your logo. Make sure you are inviting district people. We are also going to do a trifold for our centerpieces with agency highlights. All items are due by April 12th. Work on getting your speaker.

V. Fiscal Approvals:

Blair: We got a quote from Ellii and Nohora, Anthony and I want to present this company that does online content. It is not curriculum but is content. This would be for all ESL teachers in the consortium. We would have three teams of two from several agencies. This will allow for a variety of activities for students. This is cheaper than Burlington. Students will have access and all will be able to use this. My goal is to dial back our Burlington. You won't be able to eliminate it, but you may be able to use less licenses.

Nohora: We can cut back and there is a lot of benefit.

Blair: Burlington hasn't rethought their model. Post Covid, we are growing, and their program doesn't make that cost effective.

Nohora: This model may help your teachers too.

Blair: All our ESL programs will be in lockstep. New programs won't have to create new curriculum. We will align with Burlington. They are aligned to standards, but we can pull in content to extend Burlington. Ellii adds content daily.

Anthony: With it implemented consortium-wide, all teachers will be able to share.

- Lucie Gonzalez, RCOE moved to approve request Ellii funding quote for \$10,800.00
- Ken Swanson, San Jacinto second
- All approved, so moved

Blair: Hemet cost of supporting curriculum training NTE \$3,000.00: \$2,872.44

- Ken Swanson, moved to approve request for funding NTE \$3,000.00
- David Schlotman, Temecula second
- All approved, so moved

Anthony: Beaumont cost of supporting curriculum training NTE \$3,000.00

- Ken Swanson, moved to approve XXXXX request for funding NTE \$3,000.00
- Blair Bradley, Hemet second
- All approved, so moved

Nohora: Need to cover hotel expense for CASAS Summer Institute for co-director, Nohora Vazquez

- Lucie Gonzalez, RCOE moved to approve \$629.35 request for funding NTE \$700.00
- Ken Swanson, San Jacinto, second
- All approved, so moved

VI. 23-24 CFAD:

Jasmine: AB1491 legislation will hit at the end of this year regarding carryover. We need to address the excessive carryover. There is a chart that can track this for us and is tracked at the state level to determine if you are meeting your spending targets.

Nohora: It is a new dashboard for the carryover, and we will be able to monitor. If we opt out, we will have to commit to having a fiscal meeting once a year to check our progress and how we are doing with our carryover and staying under the 20%. We need to create projects to spend down that are sustainable. We must spend our excess carryover, so we need to figure out how to solve it and they give us two years. We must create an action plan to show how we can spend it down. If we don't meet it at the end of two years the excess funds will come back to the consortium and be distributed.

Lucie: We do have the ability to move funds around. Some administrators are afraid to spend long term in case we lose those funds in the future.

Jasmine: Do we want to opt into the carryover monitoring?

Blair: Yes

Steve: Yes, it is hard to spend the funds with all the red tape and bureaucracy. It is difficult.

- Lucie Gonzalez, RCOE moved to approve request to opt in with monitoring
- Ken Swanson, San Jacinto second
- All approved, so moved

- Ken Swanson, San Jacinto moved to approve member-level carryover at 20%
- Lucie Gonzalez, RCOE second
- All approved, so moved

VII. Adjourn:

Jasmine Port adjourned the meeting at 10:50 a.m.