



**Governance Meeting
April 25, 2016, 6:00 – 8:00 p.m.**

**Mission College
3000 Mission College Blvd.
Campus Center - Room 219/220
Santa Clara, CA 95050**

Minutes

Purpose: As the South Bay Consortium Steering Committee members represent individual districts and as a region plan, develop, recommend and implement adult educational programs aligned with AB104 legislation.

Our Guiding Principles are to:

- focus on the needs of adult education students’ first
- work with transparency and inclusion with all stakeholders
- embrace collaboration and partnership to have a positive collective impact on our region
- explore expansion and innovation in adult education services in the region
- seek other community partnerships and connections to leverage resources and achieve better outcomes
- commit to ideas, decisions and practices that anticipate the future needs for adult learners in our region.

SBCAE District	Member	SBCAE District	Member
Campbell Union High School District	Bob Harper, Co-Chair	East Side Union High School District	Rich Uribe
Milpitas Unified School District	Cheryl Jordan	Santa Clara Unified School District	Kathy Martarano
Metropolitan Education District	Gloria Curd	Mission College	Kathy Henderson
San Jose-Evergreen CCD	Kishan Vujjeni, Co-Chair	West Valley College	Mae Conroy
San Jose-Evergreen CCD	Carol Coen		

1) Welcome and Introductions

ACTION 2) Approval of Agenda
Motion: Kishan Vujjeni
Seconded: Gloria Curd

ACTION 3) Approval of Minutes of January 29,2016 meeting
Motion: Rich Uribe
Seconded: Kathy Martarano

INFORMATION 4) General Public Comments (*three-minute limit*)
General advocacy for Adults with Disabilities. Concern over the lack of Special Education, Learning/Developmental Disabilities resources for adult learners. Independence Network campus, Friends of Independence Network group to advocate and fundraiser for Independence Network. All the services receiving this accommodation are located at Santa Clara Adult Education on Benton Street, Santa Clara.

INFORMATION 5) General Update on SBCAE’s 2015-16 Implementation of Adult Education Block Grant (AEBG)
All members of the SBCAE Consortium are making significant progress in implementing the South Bay’s Comprehensive Regional Plan, examples of the work include:

- Mae Conroy, West Valley College, reported on Child Health Studies class at Campbell Adult & Community Education and 28 students successfully transitioned. The first meeting to address coordination among Transition Specialists is scheduled for Thursday, April 28. Mae also mentioned the work of Franci Collins maintaining www.ImmigrantInfo.org website.
- Kathy Martarano, Santa Clara Adult Education, reported on incoming Learning Disabilities Specialist being hired by the SBCAE through Santa Clara Adult Education. Kathy also reported on plans to expand Bridge classes, non-credit college courses for transitioning adult school students.
- Bob Harper, CACE, echoed Mae Conroy's report on CTE Pathways and Burr Guthrie, CACE reported on work with "Welcoming San Jose" and Administrative Relief Coalition efforts with Deferred Action Childhood Arrivals/Deferred Action for parents of Americans, known as DACA+/DAPA (support for undocumented immigrants and adult students).
- Kathy Henderson, Mission College, the current Transition Specialist is working with multiple consortium members and provided an update to the Mission Faculty Senate.
- Kishan Vujjeni, San Jose Evergreen Community College District (SJECCD) – Workforce Institute, reported on "Bridging" and expanded infrastructure that consortium has supported, allowing SJECCD to roll out six CTE non-credit programs and the launch of the first Engineering Career Preparation cohort beginning in June, preparing students for the credit side of college certificate/degree programs. Second cohort in Medical Career Preparation is slated for launch at Santa Clara Adult Education site and at San Jose City College in Fall 2016.
- Gloria Curd, Silicon Valley Adult Education, reported that the consortium allows SVAE to maintain capacity and support Basic and Secondary Skills classes, focusing on math skills for CTE and career certification. Gloria also reported on the effort of SVAE to expand CTE offerings (Pharmacy Tech) and the expansion of a Transition Specialist at SVAE.
- Rich Uribe, East Side Adult Education reported on some expansion of ESL classes in the Alum Rock School District and efforts to help students transition to college and/or workforce. Rich also reported on Citizenship attainments from the (at least 28 adults) preparation classes at East Side Adult Education. East Side Adult Education is focused on expanding services to best serve the community.
- Cheryl Jordan, Milpitas USD, reported that their Transition Specialist has been onboard for a month now and is working with our adult learners and making connections with our SBCAE members; increasing ESL classes throughout the city, i.e. ESL classes opening at Milpitas High School; collaborating with SJCC to create ESL classes that can be co-located at the Milpitas Community College Extension campus when it opens later this year; piloting online learning program with three Adult School teachers; increasing CTE classes in medical assistant certification; collaboration between Pre-K - 12 and Adult Education administrators and staff to provide adult learners with experiences and engagement skills in order to advocate for their success. There are new opportunities for adult school students to participate in the community as leaders through events such as the Open House that they designed and organized; collaborating with district family engagement efforts to provide adult students with DACA/DAPA assistance through Sacred Heart Services and our consortium efforts; targeted expansion (distance learning) and teacher collaboration at Milpitas Adult Education through teacher-peer mentoring;

INFORMATION 6) AEBG Accountability – Measurable Outcomes

Per AB104, Section 84920 Measures of Effectiveness include:

- 1) Number of student served by members of the SBCAE consortium;
- 2) Improved literacy skills;

- 3) Completion of high school diploma or equivalent;
- 4) Completion of postsecondary certificates, degrees and training programs;
- 5) Placement into jobs; and
- 6) Improved wages.

The SBCAE 2016-17 Annual Plan will need to be adjusted to accommodate attainment of outcomes.

INFORMATION 7) Immigrant Integration Pathway Update
 Advocating for recognition of typical benchmarks and outcomes that adult language learners are able to attain (accessing community services, helping children succeed in school, obtaining driver’s license, obtaining legal status (DACA+/DAPA), etc.) 51% of adults in Santa Clara County speak another language at home; students need to feel the community wants them to feel a part of the community not isolated but integrated; this is the unique pathway that our consortium wants to accomplish.

Benchmarks include: Citizenship and community participation, creating leadership and ownership opportunities for the students, Economic mobility: identify the number of students who became employed or increased level employment as a result of our consortium efforts and report this number to AEBG office at the State in September 2016.

Linguistic, Economic and Civic skills lead to Immigrant Integration.

ACTION 8) Proposed 2016-17 AEBG Allocation to SBCAE member Districts
 The State will allow all AEBG recipients to carryover funds received in FY 2015-16, as the initial allocation was six-months late in January 2016. For FY 2016-17 the State’s preliminary funding allocation to our consortium is an increase of \$140,423 over FY 2015-16.

2015-16 Allocation	\$16,417,846
2016-17 Allocation	\$16,558,269
Increase	\$140,423

Funding to each member was defined. In FY 2016-17 \$200,000 from the two Community College Districts was reallocated to the adult schools, for this one year, so that the SBCAE’s Maintenance of Capability, Tier 1 priority, can be maintained.

Motion: Rich Uribe
 Seconded: Cheryl Jordan

INFORMATION 9) Adjourned at 7:55 p.m.

Next Governance Meeting planned for: Tuesday June 28, 2016, from 6:00 – 8:00 p.m.
 Location to be Determined