



GOAL Board Meeting Board Meeting

Date: Monday, December 11, 2017

Time: 12:00 noon - 1:30 PM

Place: SAC East Room 225

GOAL Board Members Comprised of the following representatives:

- Pajaro Valley Unified School District – Michelle Rodriguez (Alternate: Nancy Bilicich)
- Santa Cruz Adult City Schools – Kris Munro (Alternate: Lysa Tabachnick)
- Cabrillo College – Laurel Jones – (Alternate: Terrence Willet)
- SC Office of Education – Michael Watkins – (Alternate: Faris Sabbah)

GOAL Board Members in attendance:

Michael Watkins
Terrence Willet – Alternate for Laurel Jones
Nancy Bilicich – Alternate for Michelle Rodriguez
Kris Munro

GOAL Staff in attendance:

Annabelle Rodriguez
Doreen O'Donovan

Guests:

Todd Livingston
Faris Sabbah

A. Opening Items

1. Call to Order 12:04
2. Public Comments
 - None
3. Approval of Agenda
 - Agenda unanimously approved
4. Approval of Minutes
 - Revisions: Todd and Terrence's names are spelled incorrectly
 - Minutes unanimously approved with one abstention

B. Information Items

1. Fiscal Accountability Update
 - There are two types of fiscal accountability.
 - Financial Reporting Accountability: The state had adopted a new system called NOVA. The GOAL budget due this coming Friday and in six months.
 - Local Consortium Fiscal Oversight: Our organization must set up a process to validate member expenses. Two of our members are receiving support, Cabrillo College and PVUSD.
 - Discussion about approving the 2017 Budget that is due on December 15, 2017.
 - Currently Process
 1. Cabrillo and PVUSD, the two members who are receiving support will enter their data into Nova.
 - PVUSD stated that their budget was complete and it may be ready later today.

- There is no MOE money in the PVUSD current budget. They track Santa Cruz City Schools budget separately as services are spent.
 - MOE money rolled into larger picture. Michelle's board is pushing money to be spent by area.
2. A report is generated by Nova and comes to Director for certification.
 - Budgets and expenditures are included in the report. Financial backup will be attached to the document.
 3. The GOAL board will review the budget once received via email after today's meeting and call Annabelle with any questions they may have.
 4. Board members will approve the budget via email.
 5. Cabrillo and PVUSD's reports will be submitted separately by each organization.
- Discussion about Short Budget Certification Timeline
 - The board wants to see the December 2017 budget before Annabelle certifies it this week.
 - It was noted that the NOVA training wasn't held until 12/1/17, so there has not been much time to fully implement the new data system.
 - Annabelle shared that prior to this meeting she met with PVUSD including Superintendent Michelle Rodriguez and Todd to discuss the form that will be used. Also discussed and agreed was a the template to be used as a Work Plan to collect program data including what AEBG programs are being offered, locations of these and measurable outcomes.

Vote: The process for approving the December 2017 Budget Submission in NOVA.

- Kris Munro moves that the board use the certification Report as shown on the coversheet. Nancy Bilicic seconds. Unanimous agreement.

Vote: The board approved one time authorization for the consortium director to review and authorize the budgets submitted by consortium members.

- Michael Watkins moves for a onetime authorization for the consortium director to review and authorize the budgets submitted by consortium members. Kris Munro seconded. Unanimous agreement.
- Discussion about creating a GOAL consortium specific process for consortium fiscal oversight in the future
 - The board wants to see the budget before Annabelle certifies it
 - They want to track what is being spent, when and where delivered.
 - The current process will be considered in the future.
 - Administrative and overhead expenses will be divided between the focus areas, based on the number of students in each program.
 - There was discussion about replacing board member names with CBO names on the documents.
 - PVUSD has noted that their financial reports will be 80-100 pages.
 - Expenditure reports come to Annabelle PVUSD has said that the financial reports will be 80-100 pages.
 - The board will discuss fiscal oversight in the future and at the retreat.

Recommendation: The board will further discuss and then finalize a robust financial oversight model at the retreat and a future board meeting.

- Discussion about the funding of future funding.

- There was a question about when new money becomes available to the consortium. Where is it expected that programming might expand? There was agreement that programming could expand out of the current school district's area at that time.
- There was a question about how funds should be expended by county or by specific district? Terrence clarified that MOE money is a past concept. The trend is to not think countywide, however; the board can consider the countywide prospective at the retreat.

2. GOAL Spring Retreat Planning Topics to Consider

- The board requested that Annabelle propose data metrics that the board will use to measure the following:
 - Success of programs
 - Are we aligned with the workforce, Labor market information?
 - Look at CTE, Basic Ed, GED and ELS.
 - Career pathway articulation
 - What is being delivered and where
 - Consider the logic model created at the 2017 retreat.
- Expansion of the board to more than four people.
- Review annual plan and consider next year's plan.
- Who should attend: It was determined that only the board will attend.
 - Have steering committee provide input in advance.
 - Provide suggested metrics.
- Suggestion to have outside facilitator.
 - Might be good to come up with some visioning tasks to share with the facilitator ahead of time. What areas to see future developed?
 - Would be good that the person has some background in AEBG.
 - Annabelle will arrange a facilitator that meets the requirements.
- Pathways: The state has organized careers into 16 pathways. Many of adults want to work in those fields. The board would like to review from middle school to UCSC; what is being done in the county? This is also part of the S4C conversation. K-12 articulation to Cabrillo and Guided pathways. Where does Adult Ed fit into that?
 - How does GOAL support this?
 - Consider that some High school newcomers aren't able to meet high school graduation requirements. How can we get them into the workforce and support them to continue their education.
- Discussed the new requirement for multiple measures. ESL students must complete in 3 years. Students must complete English and Math remediation in 1 year. The new requirement will increase the prominence of adult education pathways. Adult school college alliance critical.
 - AB705. Community colleges are required to use high school GPA and transcript data. Language is a bit vague. Students are not blocked from taking lower level classes and there is no enforcement mechanism. This change is a big relief from those who we were over-remediating.
 - ESL credit classes are covered, not non-credit. (They are all on S4C)

3. Review of GOAL Website

- Students could do some photography. For example ask students at Harbor High to take photos.
 - Will do stock photos at first and then transition to local pictures
- Partners
 - Only listing partners that have agreed to be included for example Community Bridges.
 - Hoping the number of partners will grow.
 - Can add more partners to the website easily, and can add more to brochures in future printings.

- We will list who they are and what they offer and offer direct link.
- Partners that she approached so far were open to participate, but would also like additional funds if possible.

Recommendation: Survey partners before the retreat to find out what their needs. Then build programs around those needs.

Recommendation: Ask student to take photos for the website.

C. Calendar

1. Governance Calendar
2. 2017/18 Meeting Dates & Times

D. Closing Items

- Summary and Agenda Building
 - a. In the future add executive report.
 - b. Doodle poll for retreat

Meeting adjourned 1:10