



Monday, November 13, 2017 GOAL Board Meeting Board Meeting

Date: Thursday, November 13, 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 Willett)
- SC Office of Education – Michael Watkins – (Alternate: Faris Sabbah)

In Attendance

GOAL Board Members:

Faris Sabbah
Laurel Jones
Michelle Rodriguez
Kris Munro

GOAL Staff:

Annabelle Rodriguez
Terrence Willet
Doreen O'Donovan

Guests & Community Members

Todd Livingston

A. Opening Items

1. Call to Order 12:04
2. Public Comments
 - Laurel Jones recalled how she was told that the Regional Professional Development event was well received.
3. Approval of Agenda
 - Agenda unanimously approved
4. Approval of Minutes
 - Revisions: none
 - Minutes unanimously approved

B. Information Items

1. Marketing Update
 - Reviewed the draft GOAL brochure and discussed changes that will be made in the final version including adding more male faces, creating more contrast so that the text is easier to read and simplifying the language.
 - Board members expressed their approval of the draft brochure.
2. Policy and Data and Accountability Updates

- The state AEBG team is developing models around how to identify WIOA alignment with Adult Education.
 - There was suggestion about inviting local WIOA partners to a meeting.
- Reviewed outcomes and data collection changes.
 - In the future there will be a requirement to have adult education curriculum aligned to WIOA. Todd from WASC Adult Education stated that their curriculum is already aligned.
- Fee Policy may change
 - There is a discussion at the state level that there will be a 6% increase in funding. The board discussed the pros and cons of such a change as the increase in funding may not be sufficient to cover the new mandates.
 - We might want to do advocacy before new policies are in place.
 - Annabelle said are already strong voices from Adult Ed involved in the discussion.
 - Service fees now
 - County Office of Education – pays for all services.
 - Adult Ed – uses AEBG and fees to fund services.
 - The board requested a clarification for when the new required notification in the annual plan will come into effect 17/18 or 18/19?
 - At the state level there is discussion about removing BG – Block Grant – from the name as the program is no longer a grant.
 - Consortium must choose their fiscal accountability model.
 - Administrative Oversight Webinar: Dec 1, 12 to 1pm.

RECOMMENDATIONS:

- Invite local WIOA partners to a meeting.
 - Clarify when the new required notifications in the annual plan come into effect.
3. Fiscal Accountability Update
- A new financial system called NOVA will be put in place soon.
 - Each consortium member will certify their financial reports and then submit them to the consortium for review and certification.
 - Annabelle met with WASC Adult Education leadership to review the fiscal accountability requirements earlier this month.
 - As a result of that meeting Annabelle proposes that the consortium institute a member to member peer review process of reviewing financial records.
 - All AEBG funds will continue to be sequestered.
 - This policy assures district and the funder that funds are be utilized in the seven AEBG funding areas.
 - This process will make reporting much similar and easier as well.
 - There was a discussion about making sure we are avoiding duplicate tasks.
 - Financial reports that include budget, expenditures and administrative cost will be organized by the seven program areas
 - Backed up by expenditure reports

- There was concern expressed that expenditures will have to be entered twice. We will learn more about how this will work in the next webinar.
- Annabelle will conduct some research to see what processes other consortiums are using.
- There was discussion about the possibility of using the auditors who districts hire now to create a separate AEBG audit report, rather than doing the Peer to Peer process.
 - The audit report could be reviewed at consortium level.
 - Might help Christina as data is better prepared to enter into the Nova system?
 - Need to find out if Audit timelines coincide with AEBG needs? If not, would be an extra expense.
 - Michelle will touch bases with Christina
- The final determination will be put to a vote at the December meeting.

RECOMMENDATION:

- Bring the Peer to Peer fiscal accountability model to vote at the next meeting.

4. Seamless Transitions – ESL Alignments

- Deciding on steps to move this process forward including having faculty to faculty meetings to discuss where the gaps and overlaps are between institutions. This is the first step as we move towards formal articulation.
- Looking at IBEST model
 - Laurel is concerned about this model, as we should talk not just about entrance and exit skills but how student can see a path about how it dovetails to CTE or other next steps. Should provide a framework to have these discussions so pathways are not lost in these conversations. Don't add more time on task, but look at acceleration. Set as stated outcome.
 - Chairs will be doing planning before groups are brought together.

5. Professional Development Day

- The feedback from attendees and formal evaluations suggested that participants considered the event successful.

C. Calendar

1. Governance Calendar

- Review data to monitor progress towards meeting goals
- Board members discussed the data looked at, at the last meeting and how it was decided to that the board would use the retreat to determine the data to be measured. There was concern that we should not wait that long and there was hope that data could be looked at on regular basis as new data becomes available.
- Terrence shared that he is looking at data recently and will meet with WASC Adult Education to answer some questions he and his team has.
- It was suggested that Annabelle write a draft proposal for what data should gathered and reported and how often. Consider what is being asked for at the state level. The data steering committee could be involved as well.

- It was suggested that we look at how K12 uses data and sets goals in their Local Control Accountability Plan and Annual Update (LCAP). And look at the annual cycle of when data is released and reviewed.
- Board members discussed how they as a group have yet to set measurable goals.
- Consider looking at setting goals for adult learning practices.
 - Provided professional development and tie it to student outcomes.
- The AEBG Launchboard is behind schedule for release.
 - Not sure fit that will help
 - The board should review what data it reports and look at collecting and reporting the gaps in data.

RECOMMENDATION:

- Bring recommendations for data that will be gathered and reported on that supports GOAL goals, to the next meeting.

2. 2017/18 Meeting Dates & Times

- There will be no GOAL Meeting in January of 2018.
- Steering committee will be held January 29th.
- We will add more community partners to Steering committees in the future.

D. Closing Items

1. Summary and Agenda Building
 - a. Policy and Accountability Update
 - b. Fiscal accountability model.
 - c. Data recommendation.
 - d. AEBG Launchboard data and reporting.