



Minutes of the AEBG Consortium

Friday, June 2, 2017 1:00-3:00 PM:

Conejo Valley Unified School District, Adult School

	Present	Absent		Present	Absent
M. Arso	x	_____	F. Friend	x	_____
B, Beckett	x	_____	K. Greaves	-	x_____
P. Castleman	x	_____	H. Herzog	x	_____
H. Correa	x	_____	M. Sanders	x	_____
S. Cvijanovich	x	_____	C. Vang-Walker	x	_____

*CC = Conference Call attendance

Guests Present:

Facilitator: Greg Hill, Jr.

Recorder: Kathy Walker

Meeting commenced at: 1:15 PM

Minutes

OPEN SESSION

This session is open to Member Representatives and invited guests.

#	Summary of Topic	Action
1	Opening Procedures <ul style="list-style-type: none"> Roll Call Agenda review and consensus approval Call for open discussion topics - no open discussion topics submitted 	
2	Motion 1 Motion by Becky Beckett and seconded by Tammy Herzog to accept the minutes as presented from 4/7/17 with 4/21/17 addendum and 5/12/17. All present - Yes; opposed - None; Motion passed	
3	Correspondence / Events Calendar: <ul style="list-style-type: none"> Mike Sanders shared that this would be Pam Castleman and Frida Friend's last meeting with VCAEC. Discussion of due dates: <ul style="list-style-type: none"> Budget Revisions due June 20th Expenditures report due to Kathy by July 15th Annual Plan Due - August 15th August meeting date – August 4th @ VACE Fridays seem to be the best day for VCAEC meetings. Meetings will continue to be on the First Friday on the month, unless it is a holiday, then will move to second Friday. VCAEC Members will set schedule for 17-18 year during the meeting on August 4th. Motion 2 A motion was made by Mike Sanders and Seconded by Pam Castleman for Ojai to continue as fiscal banker for consortium level funding. All present - Yes; Opposed - None; Motion passed Motion was made by Mike Sanders and Seconded by Becky Beckett for a no-cost extension of WestEd Contract through 2017-2018 school year. <i>Amended by Mike Sanders-and additional cost for 2017-2018 WestEd Contract beyond the No-Cost</i>	

	<p><i>Extension, will come from 2015-2016 or 2017-2018 unallocated VCAEC fund.</i></p> <p>All present - Yes; Opposed - None; Motion passed</p>	
<p>4</p>	<ul style="list-style-type: none"> ● Discussion regarding member agency budget revisions. General consensus was given for budget revisions – Greg to send the electronic vote. ● Expenditures reports for both 2015-16 and 2016-17 are due the end of July. Kathy will send Expenditure report forms to members. Members were asked to get their reports back to Kathy by July 15th. ● CASAS AEBG Data needs to be ready by July 31st. When Data is ready for CASAS to import, member agency should send email to AEBG.CASAS.org and attach a copy of the AEBG DIR report. Please copy Kathy and Greg on the email. ● Members discussed Data and Accountability information – ASAP discussion, regarding the different versions of ASAP that members are considering for purchase. Mike Sanders shared that his group is happy with ASAP. It was shared that in Q you can create a separate track and won't affect K-12 district counts. You can then export to excel and upload to TopsPro. ● Members will need to capture shared data too. VCOE will need to report out on job developers. ● Pam shared information regarding AJCC. They are hoping to get the second MOU's signed from members. More information will follow. ● Frida Friend of Santa Paula, shared that Robin Gillette will be her replacement on VCAEC. ● Members to let Kathy know if they would like her to resend the information from Neil Kelly on Expenditure deadlines. ● Kathy will send form for Data and Accountability expenses. The form will have a commonality – reasonable and customary costs. ● Greg shared that he will be on vacation the last two weeks of July. ● Consensus by members that there would be no meeting in July. ● Members need to check emails at least once a week for additional information that may be needed for Annual Plan. <p><u>Motion 2</u> Motion by Becky Beckett and Seconded by Mike Sanders to move to close session. All Present - Yes; Opposed - None; Motion passed Adjourned to Closed Session at 2:12 PM</p> <ul style="list-style-type: none"> ● No Action was taken during Closed Session. <p>Motion to Adjourn by Mike Sanders and Seconded by Pam Castleman. All present - Yes; Opposed - None; Motion Passed Meeting adjourned at 3:15 PM</p>	<ul style="list-style-type: none"> ● Greg to send electronic vote on budget revisions to members. ● Kathy to send expenditure report form to members. ● Greg/Kathy form for D&A ● Members to check email once a week in case additional info needed for Annual Plan during July.