

Rio Hondo Region Adult Education Consortium

Work Group Meeting

Meeting Minutes
August 24, 2017

1. Opening

The regular meeting of the Rio Hondo Region Adult Consortium Work Group Meeting was called to order at 1:10 PM on August 24, 2017 at Rio Hondo College Pico Rivera Education Center by Debbie Roberts and Eileen Stear. Deborah introduced her new Vice Principal, Trina Cardona.

Present

Deborah Kerr, Yolanda Emerson, Ray Reyes, Devon Monson, Debbie Roberts, Francisco Suarez, Trina Cardona and Eileen Stear.

2. Approval of Minutes

Deborah made a motion to approve the July 24, 2017 minutes. Yolanda seconded the motion. The motion passed.

3. Round Table

a) Deborah – Implemented the reorganization of departments to better serve students. Electrician class will be certified by State soon. New class in construction. EMRAS now has pre-registration classes back in place. They need nursing teachers and parenting (court ordered) class.

Ray – stated that ERAEC lost Frances. They have a new Superintendent. The Adult School is looking for a counselor. The school district is looking for a Assistant Superintendent.

Debbie – RHC counselor is coming to WAS. ASAP3 is going well. Classes going well. Construction at WAS is not done yet but projected to be completed sometime in October. They have hired a new counselor for WAS. Devon has organized an informational folder for new adult students.

Francisco – RHC is doing pre and post testing for ESL. RHC is hiring a new part-time counselor. They are considering an AS tour of RHC campus. Edward the new counselor is happy working with all of the adult schools. RHC is waiting for approval of ESL classes and are planning for them to start in spring.

Yolanda –The counselor is doing well. English as a new language will be at El Monte. Yolanda has just learned that EMRAS students are enrolling in Child Development classes at RHC.

4. New Reporting

a) AEBG is changing their reporting. Eileen distributed training schedule. Members to decide who and which training will be attended. Eileen will attend Burbank two day training.

5. Annual Plan

a) Eileen uploaded the new plan. She thanked all for being a great team.

6. Calendar

a) Eileen will compile all five member calendar into one comprehensive Consortium calendar. She will select meeting days. Deborah made a motion to hold Work Group

Meetings monthly and Coordinating Council Meetings quarterly. Yolanda seconded the motion. Motion passed.

7. Marketing/Website

- a) Francisco discussed marketing ideas and passed out pictures – travel mugs, pens. He will be bringing samples and quote for next month's discussion.
- b) The website will not be used for outside marketing. Francisco and Eileen to meet with Ross for upgrade of website.

8. Conferences

- a) Eileen will be attending the California Workforce Conference.
- b) Deborah and Eileen to attend the AEBG Leadership Conference.

9. Additional Items

- a) Discussion on Consortium wide activities for staff development. As stated before once a month staff development will be hosted by each member district. The suggested hosting:
 - i. Deborah & Ray – High School Diploma
 - ii. Tracie & Trina – CTE
 - iii. Francisco & Devon – Counseling
 - iv. Debbie & EMRAS – ESL & Citizenship

10. Adjourn

Deborah moved to adjourn the meeting. Francisco seconded the motion. Motion passed. Meeting adjourned at 3:41 PM.

Next meeting:

Work Group Meeting

Thursday, September 28, 2017

1:30 PM

Location: Rio Hondo College Pico Rivera Adult Education Center Room 901