

San Diego Adult Education  
Regional Consortium  
Minutes

January 18, 2018  
2:30-4:00 ECC 132

**Present:**

Kay Faulconer Boger, Director  
Magdalena Kwiatkowski, SDCE; SDAERC Board Member  
Mia Funk, Director, SDUSD; SDAERC Board Member  
Andrea Vinson, SDUSD Principal; SDAERC Board Member  
Lorie Crosby Howell, SDAERC Board Member  
Kelly Henwood, Special Projects Manager, SDCE  
Rachel Rose, SDCE AEBG Coordinator  
Megan Johnson, San Diego Unified School District

1. **Call to Order**
2. **Public Comments** – Mia Funk reported that there were extensive discussions at the Super Region regarding the Brown Act requirements for the AEBG consortia.
3. **Approval of Minutes** – Minutes were approved as submitted
4. **Approval of Period Expenditures: Data and Accountability and Year 2/3:**  
This item is carried over to the next meeting when the figures will be available. Figures to be entered into system on January 31, 2018.

**5. Business Items**

Work Groups - Andrea provided participants from San Diego Unified School District for the Student Transitions and Curriculum Alignment Workgroups. Magda Kwiatkowski will have participants identified as soon as the WIOA grant information is complete.

Andrea Vinson, Kelly Henwood, and Rachel Rose will develop draft outcomes for the Student Transition Workgroup. The goals from our workplan will be used for the Curriculum Alignment Workgroup

Bylaws and the Consortia Governance Document were presented. The Consortia Governance Document will be changed to: *If requested by the consortium, Board members may vote remotely.* References to informal meetings will be deleted. Kay will request guidance on allowable work group meetings under the Brown Act.

Andrea Vinson moved that the Bylaws and Consortia Governance Document be approved. The motion was seconded by Magda Kwiatkowski and approved.

Consortium Director - Kay will be leaving this position as soon as her replacement is identified. Job descriptions and Scope of Work descriptions have been shared with SDUSD and SDCE interested groups as well as the Super Region. Andrea Vinson volunteered to serve on the interviewing committee for the new Director. Kay will talk with incoming Vice President of Instruction for Continuing Education, Michelle Fischthal and ask her to participate on behalf of CE.

## 6. Announcements

Updated calendars were distributed.

The **AEBG Summit** will be held next week. Kelly Henwood, Andrea Vinson, and Mia Funk are presenting on behalf of our consortium.

Magda Kwiatkowski presented updates on her work with the **State Crosswalk Team**. Meetings were held on October 2 and December 4 to discuss developing standards between ESL programs. She reported the **Field Team** will hold its first meeting on March 6, 2018

**New Board Members** will be appointed to be effective at our next meeting. They are: Michelle Fischthal from Continuing Education and Megan Johnson from San Diego Unified School District. We will now have a complete Board.

**Future Agenda Item:** Reports from Super Region

## 7. Next Regular Meeting: February 22, from 2:30 – 4:00 PM

**8. The meeting was adjourned at 4:00 PM.**

Kay Faulconer Boger, Ed.D., Director