

San Diego Adult Education  
Regional Consortium  
Minutes

November 30, 2017  
12:30-1:45 ECC 132

**Present:**

Kay Faulconer Boger, Director  
Michele Madrid Novak, Associate Dean Career & College Transition  
Magdalena Kwiatkowski, SDCE; SDAERC Board Member  
Mia Funk, Director, SDUSD; SDAERC Board Member  
Andrea Vinson, SDUSD Principal; SDAERC Board Member  
Kelly Henwood, Special Projects Manager, SDCE  
Esther Matthews, Dean of Counseling  
Rachel Rose, SDCE  
Megan Johnson, San Diego Unified School District  
Monica Rosas, San Diego Unified School District

1. **Call to Order** – Kay Faulconer Boger welcomed attendees who introduced themselves; Kay is now Interim Vice President of Instruction for Continuing Education. She will continue to lead the consortium.
2. **Public Comments** – None
3. **Business Items**
  - Ratification of Three Year Plan – Andrea Vinson and Kelly Henwood presented the Three Year Plan which was submitted to the State. Andrea Vinson moved that the plan be ratified; the motion was seconded by Mia Funk; the motion passed. Rachel Rose will invite SDUSD to CE advisory committee. Sharing career speakers was discussed.
  - Ratification of Budget Changes – Andrea Vinson and Kelly Henwood presented budget changes which were made during the summer to reflect actual expenditures. Andrea Vinson moved that the changes be ratified; the motion was seconded by Magdalena Kwiatkowski; the motion passed.

Approval of Year Three Budget – The budget was presented by Andrea Vinson and Kelly Henwood. Monica Rosas is assisting SDUSD in data collecting and reporting and will be assisting SDCE as well. Rachel Rose suggested ambassadors and mentors work together during the coming year. After a motion for approval was made by Andrea Vinson and seconded by Mia Funk, the SDUSD budget was approved. After a motion for approval was made by Magdalena Kwiatkowski and seconded by Andrea Vinson, the SDCE budget was approved.

SDAERC Governance Structure – Work Groups - It was decided to focus on three areas for work groups this year: Student Transitions, Professional Development, and Curriculum Alignment

- Student Transitions: Andrea Vinson, Kelly Henwood, and Esther Matthews. Andrea Vinson will schedule a meeting.
- Professional Development: Both SDUSD and SDCE will invite colleagues to participate in shared professional development activities to promote understanding of what each group does.
- Curriculum Alignment: Magda Kwiatkowski will promote this group, looking at ways to increase alignment and interagency partnerships

Chairs from these workgroups will become part of the Joint Steering Committee once the additional Board Members have been appointed.

Bylaws – Draft Bylaws were previously distributed. Rachel Rose, Mia Funk, and Magda Kwiatkowski will meet to review and recommend changes, if any.

#### 4. **Announcements**

The Super Region will be hosted by our Consortium in May. ting Dates.

5. **Next Regular Meeting:** Thursday, January 18, from 2:30 – 4:00 PM **The meeting was adjourned at 4:00 PM.**

Kay Faulconer Boger, Ed.D.  
Director

