



Barstow Area Consortium for Adult Education
Board **AGENDA**

Wednesday, September 10, 2025 (8:30 a.m. – 10:30 a.m.)
(¹Materials in Board Packet)

**In-Person at Barstow Community College – Administration Bldg. Conference Room A-11
2700 Barstow Rd., Barstow, CA 92311**

Website: <https://www.barstow.edu/bacae>

PLEASE NOTE: Agenda related documents distributed to the BACAE Board for the Board Meeting may be viewed in the President's Office at Barstow Community College, 2700 Barstow Rd, Barstow, CA 92311. Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating, or documentation in accessible formats, should contact the BACAE Coordinator at erivera@barstow.edu at least two days before the meeting date.

Call to Order:

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Milan Stijepovic	<input type="checkbox"/> Mike Esposito	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Jennifer Rodden	<input type="checkbox"/>
	<input type="checkbox"/> Laura Alvarado		
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Douglas Beaton	<input type="checkbox"/> Michelle Colleoc
	<input type="checkbox"/> Deanna Swearingen		
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input type="checkbox"/> Brice Scott	<input type="checkbox"/>
Consortium Staff	<input type="checkbox"/> Elena Rivera	<input type="checkbox"/> Jacqueline Diaz	<input type="checkbox"/>
Guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. ¹Approval of Minutes – August 13, 2025

Motioned to approve by ; 2nd

2. Public Comment – Public comment will be allowed on any topic relevant to the BACAE. Pursuant to BACAE Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.

3. Closed Session – None Requested

4. Guest Speakers – None

5. Consortium Director's Report

5.1 Director's Updates

5.2 CAEP Upcoming Deadlines & Other Dates –

- Aug. 15: Annual Plan for 2025-2026 due in NOVA - COMPLETED
- Sept 1: 23/24 and 24/25 Member Expense Report due in NOVA (Q4) - COMPLETED
- Sept. 1: 25/26 Certification of Allocation Amendment due in NOVA - COMPLETED

- Sept. 30: 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sept. 30: 25/26 Member Program Year Budget and Work Plan due in NOVA**
- Sept. 30: End of Q1
- Oct 30: 25/26 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPro (Q1)
- Oct 31: Employment and Earnings Follow-up Survey
- Nov 14: Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.
- Dec 1: 25/26 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 25/26 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

5.3 Member Program Update: Barstow Adult School – **BUSD**

5.4 Member Program Update: Barstow Community College - **BCC**

5.5 Member Program Update: **Baker Valley USD**

5.6 Member Program Update: **Silver Valley USD**

5.7 BCC Fiscal Agent Report: By T. Walker

5.8 Website, Marketing & Social Media Update: By A. Paniagua

6. Discussion Items

6.1 BACAE Survey

7. Action Items

7.1 None

8. Announcements

8.1 2025-2026 BACAE Board Meeting Dates & Location
Meetings to be held on the 2nd Wednesday of each month, 8:30 to 10:30am

October 8, 2025
November 12, 2025
December 10, 2025
January 14, 2026
February 11, 2026
March 11, 2026
April 8, 2026

May 13, 2026
June 10, 2026

8.2 2025-2026 – BACAE Working Group Meetings

September 26, 2025	February 27, 2026
October 24, 2025	March 27, 2026
November 21, 2025	April 24, 2026
December 19, 2025	May 29, 2026
January 30, 2026	June 26, 2026

8.3 Conferences/Webinars

- 2025 CAEP Directors' Event – September 23, 2025 – Anaheim, CA
- 2025 CAEP Summit – September 24-26, 2025 – Location: Anaheim Marriott, 700 W. Convention Way, Anaheim, CA 92802
Register at <https://caladulted.org/>
- 2025 CCAE – November 20-22, 2025 – Riviera Resort & Spa Palm Springs, 1600 N. Indian Canyon Dr., Palm Springs, CA 92262
Register at <https://www.ccaestate.org/southern.html>

9. Adjournment: Motion to approve by ; 2nd