



Barstow Area Consortium for Adult Education  
Board **MINUTES - Unofficial**

Wednesday, August 12, 2026 (8:30 a.m. – 10:30 a.m.)  
(\*Materials in Board Packet)

**In-Person at Barstow Community College – CTE Bldg. Z Conference Room  
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](mailto:erivera@barstow.edu) at least two days before the meeting date.

**Call to Order:**

| Attending:       | Voting Member                                        | Voting Member                                         | Attendee                                             |
|------------------|------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------|
| Baker Valley     | <input checked="" type="checkbox"/> Milan Stijepovic | <input checked="" type="checkbox"/> Mike Esposito (Z) | <input type="checkbox"/>                             |
| Barstow CC       | <input checked="" type="checkbox"/> Eva Bagg         | <input type="checkbox"/> Jennifer Rodden              | <input type="checkbox"/>                             |
|                  | <input checked="" type="checkbox"/> Laura Alvarado   |                                                       |                                                      |
| Barstow AS       | <input type="checkbox"/> Scott Godfrey               | <input checked="" type="checkbox"/> Douglas Beaton    | <input checked="" type="checkbox"/> Michelle Colleoc |
| Silver Valley    | <input checked="" type="checkbox"/> Jeff Youskievicz | <input type="checkbox"/> Brice Scott                  | <input type="checkbox"/>                             |
| Consortium Staff | <input checked="" type="checkbox"/> Elena Rivera     | <input checked="" type="checkbox"/> Karl Corbo        | <input type="checkbox"/>                             |
| Guests           | <input type="checkbox"/>                             | <input type="checkbox"/>                              |                                                      |

1. \*Approval of Minutes – June 10, 2026, *Motion to approve by Dr. Bagg; 2<sup>nd</sup> J. Youskievicz at 8:35am*

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

*E. Rivera welcomes all board members back to the 2026-2027 school year. E. Rivera shares with the board a reminder that NOVA Q4 is due soon and that districts should not exceed 20% at the end of each fiscal year. E. Rivera to contact board members to set up working groups for the school year. E. Rivera will continue to work with each district on upcoming deadlines.*

5.2 CAEP Upcoming Deadlines & Other Dates –

- **Sep 1:** 25/26 Member Expense Report due in NOVA (Q4)

- **Sep 1:** 26/27 Certification of Allocation Amendment due in NOVA
- **Sep 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q4) \*
- **Sep 30:** 26/27 Member Program Year Budget and Workplan due in NOVA
- **Sep 30:** End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm
- **Oct 30:** 26/27 Member Program Year Budget and Workplan certified by Consortia in NOVA \*
- **Oct 31:** Student data due in TOPSPro (Q1)
- **Oct 31:** Employment and Earnings Follow-up Survey
- **Dec 1:** 26/27 Member Expense Report Due in NOVA (Q1)
- **Dec 1:** July 1, 2025, to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
- **Dec 31:** 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

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

*M. Colleoc report that following for Barstow Adult School -*

*How Many Students Registered online? 191*

*How many still need to do the CASAS test? 78*

*Number of students currently enrolled in Infinite Campus and started classes? 114*

*Number of students who need to post-test (recent graduates and students with 70+ hours) N/A*

*Number of graduates to date N/A*

*Schedule/Misc. Comments: N/A*

*Graduation Date: May 15, 2027*

*E. Rivera requests that BUSD participate in the Fall graduation ceremony which is scheduled for December 4<sup>th</sup>, 2026. E. Rivera will follow up with D. Beaton & M. Colleoc.*

### 5.4 Member Program Update: Barstow Community College – **BCC**

*Dr. Bagg reports that classes have started for the fall semester at BCC. Dr. Bagg is excited for our new Associate Dean of Workforce and Employer Relations to start, Dr. Kurt Augsburger.*

*Dr. Alvarado reports that BCC continues to look for ways to build on partnerships with employers and build training programs for the future workforce. E. Rivera reports that BCC Adult Education is working on a new program with Burlington English Workforce Careers for Adult Education & ESL students. E. Rivera also reports that BCC is working with San Bernardino County Probation to offer the tuition reimbursement program to qualifying students. E. Rivera continued by sharing that a potential partnership between BCC & San Bernardino County might bring some services to campus this academic year. E. Rivera will continue discussions with the county but invites all member districts to participate when such event occurs.*

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

*Dr. Esposito reported it's been a busy summer for BVUSD. Recently they started to promote a new adult education flyer to the community and updated their website. Dr. Esposito is hopeful of having a few graduates this year. Mr. Torres will be teaching their AE classes. ESL classes will take place in the afternoons and evenings.*

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

*J. Youskievicz reports SVUSD currently has 86 students enrolled. They have started CASAS testing. They are looking forward to a good year ahead. The district is switching to a new online platform for Adult Education HS diploma students.*

## 5.7 BCC Fiscal Agent Report: By T. Walker/A. Felton – *District members do not have any outstanding warrants. E. Rivera reports that all invoices are expected to go out on time. J. Youskievicz reports that SVUSD has a new fiscal employee handling their warrants.*

### ✧BACAE 2026-2027 FINAL Monthly Allocation Schedule



|                                             |             |
|---------------------------------------------|-------------|
| 2026-27 Final Allocation                    | \$1,177,374 |
| FY 26-27 Proposed COLA                      | \$5,288     |
| Proposed 2026-27 Allocation                 | \$1,182,662 |
| May Revise COLA                             |             |
| Proposed 2026-27 Allocation                 | \$1,182,662 |
| Proposed 2026-27 Consortium Set Aside       | \$50,000    |
| Proposed 2026-27 Annual Distribution Amount | \$1,132,662 |

| Agency                     | 2025-26 CFAD | % of Allocation | Portion of COLA based on % of Allocation | 2026-27 CFAD |
|----------------------------|--------------|-----------------|------------------------------------------|--------------|
| Baker Valley Adult School  |              |                 |                                          |              |
| Total                      | \$82,416     | 7%              | \$370                                    | \$79,286     |
| Barstow Community College  |              |                 |                                          |              |
| Total                      | \$388,533    | 33%             | \$1,745                                  | \$373,778    |
| Barstow Adult School       |              |                 |                                          |              |
| Total                      | \$435,628    | 37%             | \$1,957                                  | \$419,085    |
| Silver Valley Adult School |              |                 |                                          |              |
| Total                      | \$270,796    | 23%             | \$1,216                                  | \$260,512    |
|                            |              | 100%            |                                          |              |
| TOTAL                      | \$1,177,374  |                 |                                          | \$1,132,662  |

## 5.8 Website, Marketing & Social Media Update: By A. Paniagua – *Discussed and well received.*

## 6. Discussion Items

### 6.1 ✧2026-2027 CAEP Consortium Allocations Memo – *Discussed and well received.*

### 6.2 ✧2026-2027 CAEP Final Allocation Schedule – *Discussed and well received.*

## 7. Action Items

### 7.1 2026-2027 BACAE Annual Plan – Due in NOVA on August 14, 2026

*E. Rivera reports we will continue to build upon the goals established in the previous annual plan. BCC will make some updates to their section of the plan for ESL and service Justice Impacted students. E. Rivera reminds members to submit into NOVA by Friday, August 14<sup>th</sup> at 5pm.*

*Motion to vote on 2026-2027 BACAE Annual Plan. 1<sup>st</sup> by J. Youskievicz. 2<sup>nd</sup> by D. Beaton.*  
– **Passed Unanimously**

## 8. Announcements

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

|                   |                   |                                                 |
|-------------------|-------------------|-------------------------------------------------|
| August 12, 2026   | September 9, 2026 | <del>October 14, 2026</del><br>October 21, 2026 |
| November 18, 2026 | December 9, 2026  | January 13, 2027                                |
| February 10, 2027 | March 10, 2027    | April 14, 2027                                  |
| May 12, 2027      | June 9, 2027      |                                                 |

- 8.2 2025-2026 – BACAE Working Group Meetings

|     |
|-----|
| TBD |
|-----|

- 8.4 Conferences/Webinars

- **CAEP Directors' Event** – October 27, 2026 – Santa Clara, CA
- **CAEP Summit 2026** – October 28-30, 2026 – Santa Clara, CA
- **CCAIE Fall Conference 2026** – November 6-7, 2026 – Palm Springs, CA

9. Adjournment: *Motion to approve by J. Youskievicz; 2<sup>nd</sup> Dr. Alvarado at 9:30am*