



**Barstow Area Consortium for Adult Education
Board Agenda
Barstow Community College, President's Conference Room
Thursday May 17, 2018 (2:00 p.m. – 4:00 p.m.)
(*Materials in Board Packet)**

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 BarstowAEGB@gmail.com at least two days before the meeting date.

Call to Order: 2:00 pm

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input checked="" type="checkbox"/> Ronda Tremblay	<input checked="" type="checkbox"/> Eric Huynh	<input type="checkbox"/>
Barstow CC	<input checked="" type="checkbox"/> Eva Bagg	<input checked="" type="checkbox"/> David Morse	<input checked="" type="checkbox"/> Kim Young
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input checked="" type="checkbox"/> Reyna Garcia
Silver Valley	<input checked="" type="checkbox"/> Jeff Youskievicz	<input checked="" type="checkbox"/> Michael Cox	<input checked="" type="checkbox"/> Robin Schreiner

Agenda approval: Motion by R. Tremblay motion, 2nd by J. Youskievicz
- Motion approved unanimously

1. ¹Approval of Minutes – April 26, 2018

²Approval of Minutes – May 7, 2018

- Motion by S. Godfrey; 2nd by R. Tremblay
- Motion approved unanimously

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

4. Reports/Information Items

4.1 Coordinator's Report

- May 3-5, 2018 – CCAE, Fresno, CA
- May 3-5, 2018 – 2018 Career & Non-Credit Education Institute, Costa Mesa, CA
 - KY recommended for next year
- Upcoming Deadlines:
 - Jun 01: 2016/17 & 2017/18 member expense report **due** in NOVA (Q1, Q2 & Q3)
 - Jun 30: 2016/17 & 2017/18 member expense report **certified** by Consortium in NOVA (Q1, Q2 & Q3)
 - Jun 30: End of Q4
 - Aug 01: Final program year report due and student data report due (Q4)
 - Aug 15: Annual plans due for 2018/19
 - Aug (TBA): AEBG 18/19 funding is disbursed from the State

- Sep 1: 2016/17 & 2017/18 member expense report **due** in NOVA (Q4). Will also include end of the year reporting on leveraged funds, fees, and other financial breakdowns.
- Sep 30: 2016/17 & 2017/18 member expense report **certified** by consortium in NOVA (Q4); Will also include Year End Financial Report (Narrative).
- AEBG State Guidance Update: Three-Year Plan (Template open in NOVA May 10)
- [□] CCCCCO – Update Research Brief: Goal Setting and Outcomes Measurement
- Consultant Days

May 7, 16, 17	Aug 1, 2, 10, 13, 14, 15	Nov 16, 19, 20, 21
June 6, 7, 8	Sept 10, 12, 25, 26, 27	Dec 4, 10, 11, 12, 13
July 20, 24 25, 26, 27	Oct 18, 19, 23, 24, 25	

4.2 Member Program Update: BUSD (Adult School Update)

- Graduation of 27 students on May 19
- New independent study program started, expanded in the next PY
- August end date for construction. Possible delayed opening.
- Construction has started. RG shared timetable.
- Photos to come

4.3 Member Program Update: SVUSD

- Increasing enrollment in diploma program.
- Lots of interest from the flier
- 19 graduates on May 21.
- Community members and partners funding scholarships.
- Revamping kitchen for potential CTE usage. Food handler is popular.

4.4 Member Program Update: BVUSD

- 200% graduation rate increase to 2 students.
- Mad Greek Restaurant pilot hospitality program prerequisite.
- Hired math teacher to manage data analysis.
- Technology upgrades, roof repairs, vehicle purchase
- New ESL program up and running, second and third night added.

4.5 Member Program Update: BCC

- Faculty attended non-credit institute, discussing non-credit classes.
- Ft. Irwin expansion in the planning process.
- CTE program brochures being redesigned in English and Spanish.
- Acceleration models being explored for math boot camps.

4.6 Fiscal Agent Report: BUSD, Reyna Garcia – no report

4.7 Media Manager Report: None

4.8 Presentation by Dr. Helga Wilde: Presentation on year-long community research study
- See presentation at end of minutes

5. Discussion Items

5.1 BUSD Request for \$250,000.00 to supplement GED Test Center costs

2015-16 FY Allocation:

GED Test Center: \$114,463.00

2016-17 FY Allocation:

GED Test Center: \$114,463.00

Hiring Staff for Program Expansion: \$86,000.00

Total Allocation to Date: \$314,926.00

- E. Bagg moved to consider pan-consortium items in 2016-17 spend down; 2nd R. Tremblay
 - Motion carried unanimously
 - Need to be cautious moving forward as we wont be able to reallocate as easily
 - BACAE will discuss 2016-17 spend-down at each BACAE Board Meeting
 - See handout at end of minutes

5.2 Member Readout on FY 2017-18 Budgets

- All members reported that they have met/exceeded the 60% spend by June 2018

5.3 Human Centered Design Training – K. Young

- Information has been emailed to Members about state initiative

5.4 □ Consortium Director Job Description

- BCC to discuss with HR and report back at June BACAE Meeting

5.5 □ Annual Plan Planning Process:

- Review Current Annual Plan
- Review Working Group Notes from April 25, 2018
- Review Board Planning Documents

6. Action Items

- 6.1 None

7. Announcements

7.1 Upcoming Conferences (Approved for attendance by BACAE Board 1.26.18)

- June 19-21, 2018 – CASAS Summer Institute, San Diego, CA
- June 24-27, 2018 – ISTE International Conference, Chicago, IL (state approval required)
- July 25-27, 2018 – GED Summer Conference, San Diego, CA

7.2 2017-18 BACAE Board Meeting Schedule (2:00 pm in BCC President’s Conference Room):

June 7, 2018 (Annual Plan Retreat)	September 27, 2018	November 20, 2018
July – No Meeting/TBD	October 25, 2018	December 13, 2018
August 2, 2018 (Annual Plan Vote)		

8. Adjournment motion: by J. Youskievicz; 2nd by R. Tremblay



BARSTOW
AREA
CONSORTIUM
FOR ADULT EDUCATION

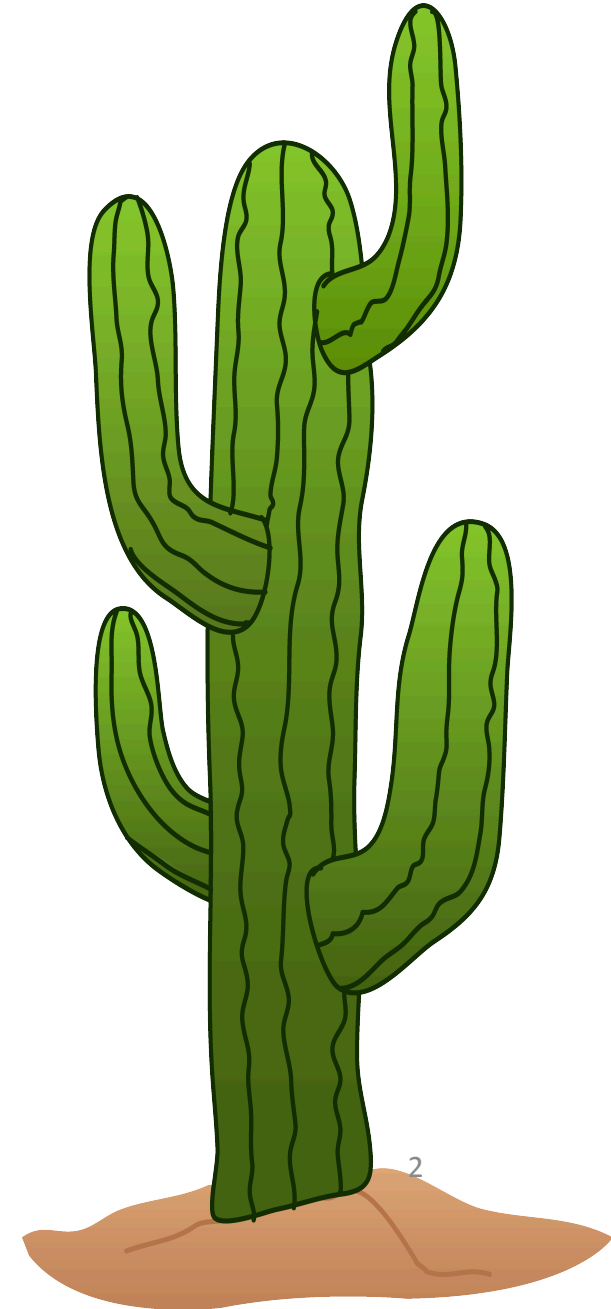
Findings from Community Research

Report to the Board

May 17, 2018

Overview

- What we did
- Findings
- Recommendations
- What next?



What we did

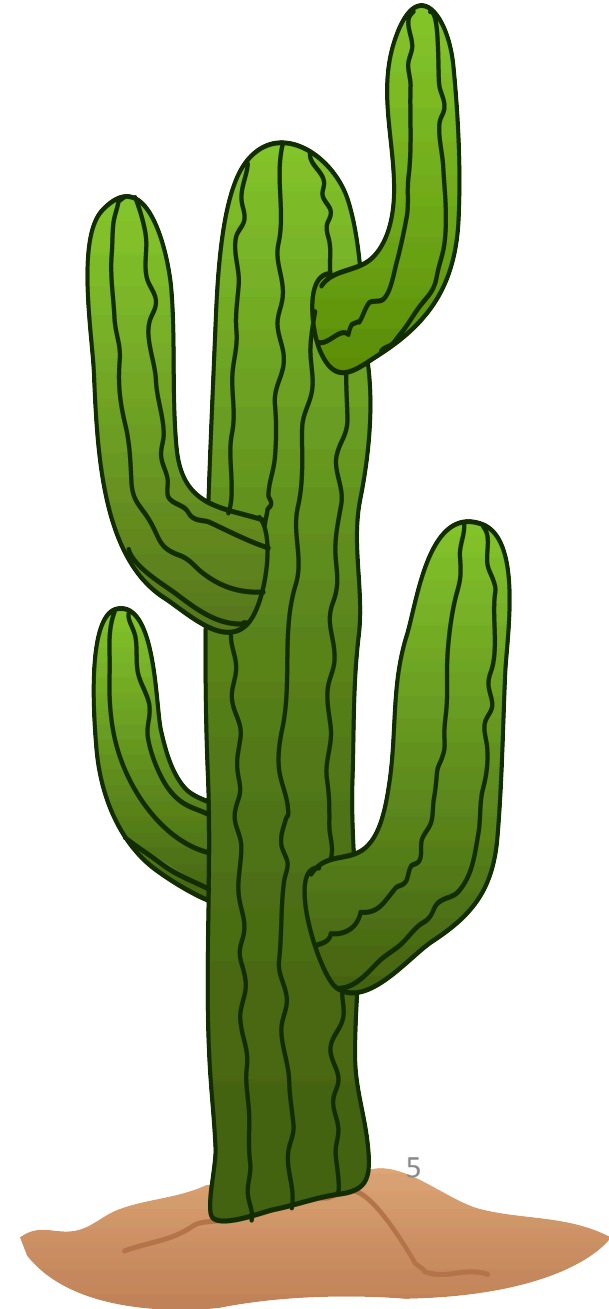
- Who is “we?”
- What’s in the name “Adult Education?”
- The methods
- The people

The people

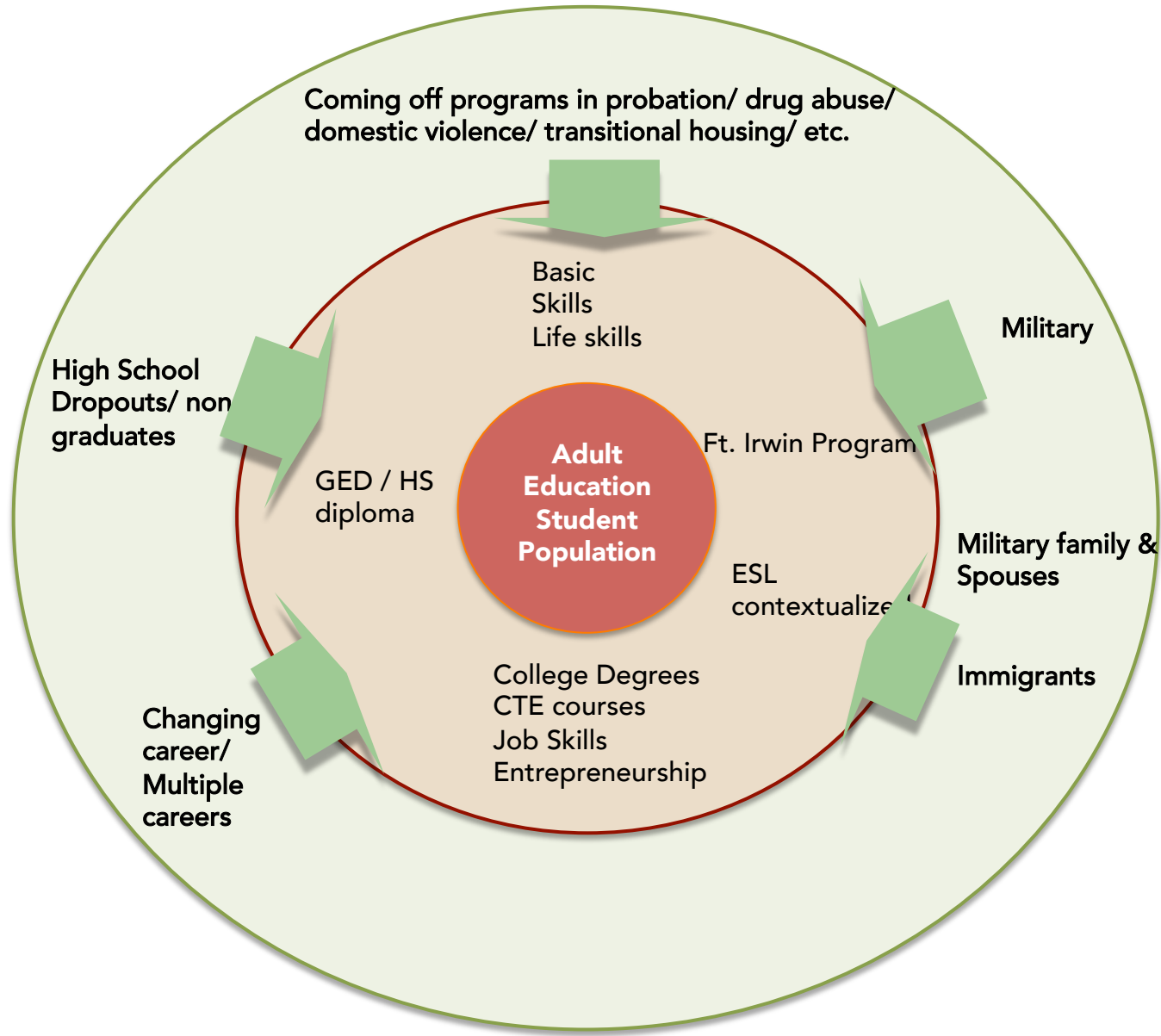
- 36 Adult students
- 32+ Adults in the community
- 32 Education and social service professionals
- Plus
 - Meetings with local organizations and coalitions
 - Visits to Community Centers

Findings

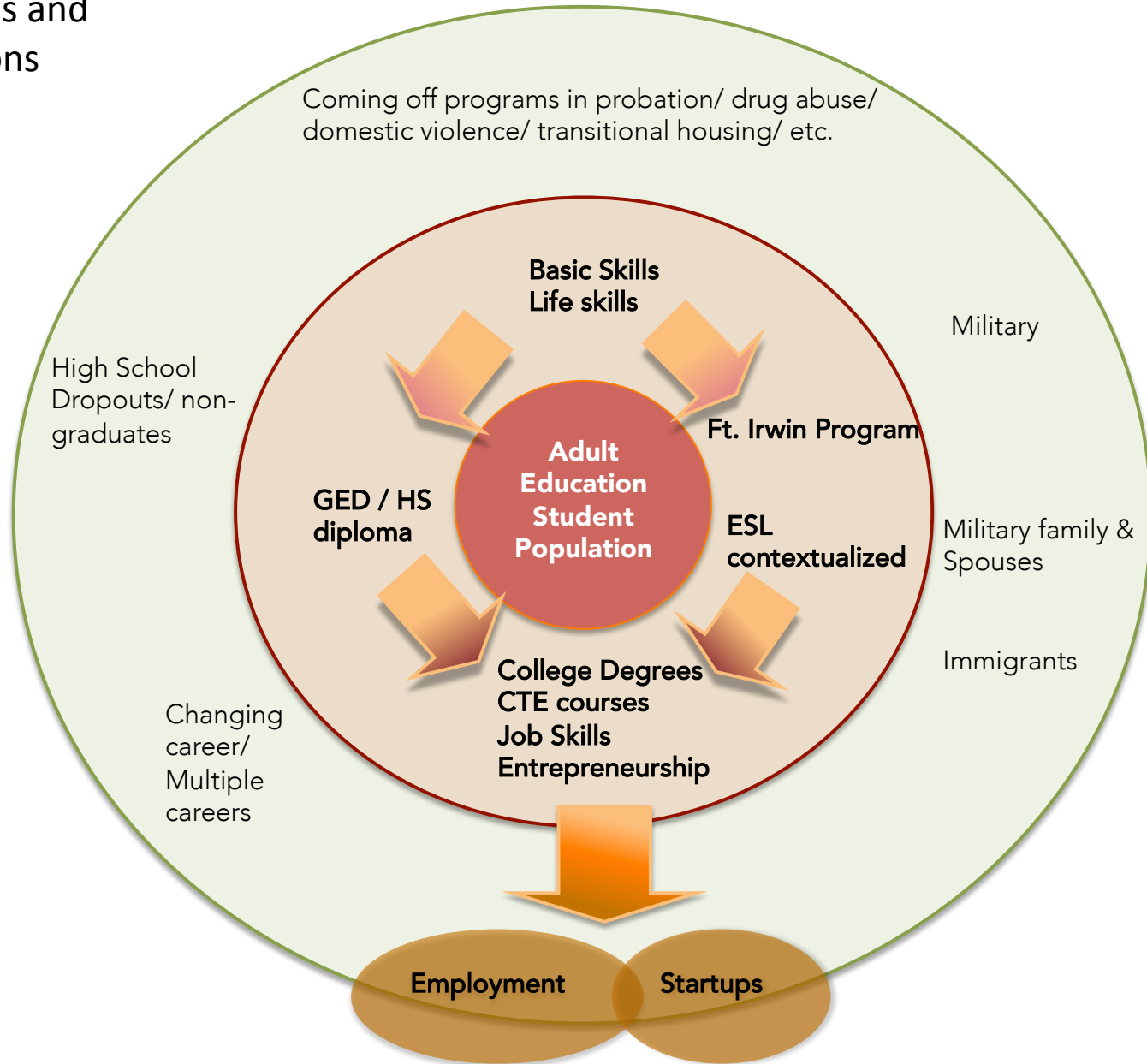
- ❑ Potential Student population in the Barstow Area
- ❑ Entry Points and Program affinities
- ❑ Obstacles to participation



Potential student population



Programs and Transitions



Obstacles and challenges

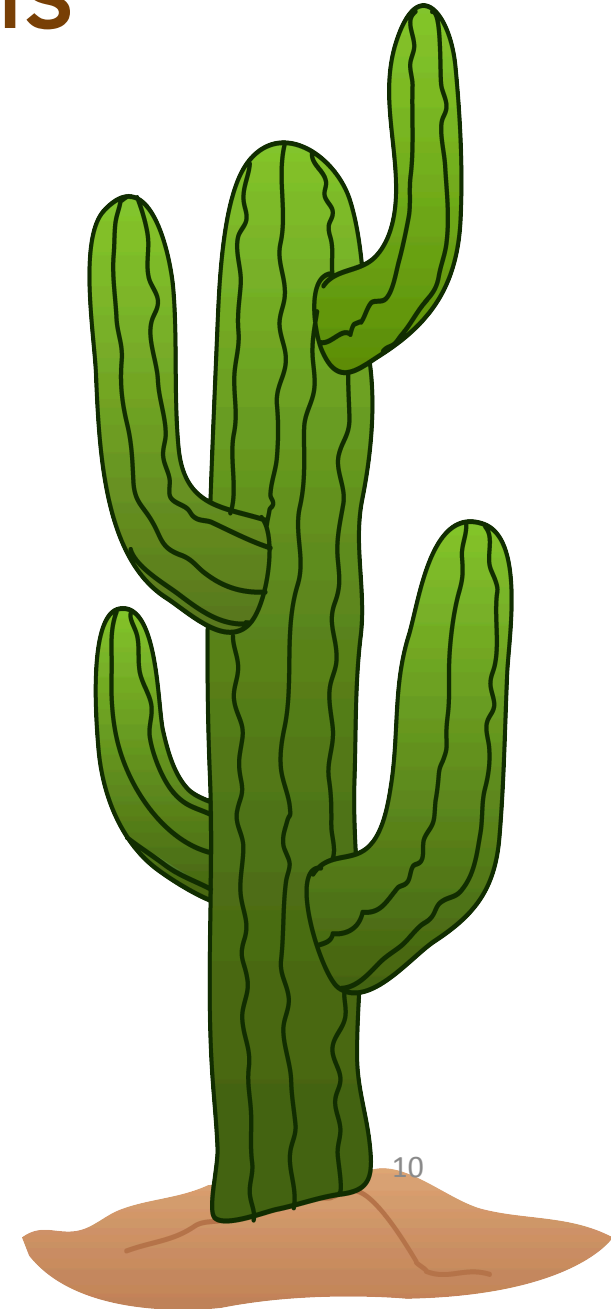
- Awareness of Adult Education
- Childcare
- Transportation
- Documentation
- Technology
- Technology Know-how

External obstacles

- Homelessness, joblessness
- Former prison or substance abuse
- Early pregnancy
- Local migration

Recommendations

- ❑ Potential programs to create or expand
- ❑ Enabling conditions to establish
- ❑ Turnaround strategy



Potential Programs

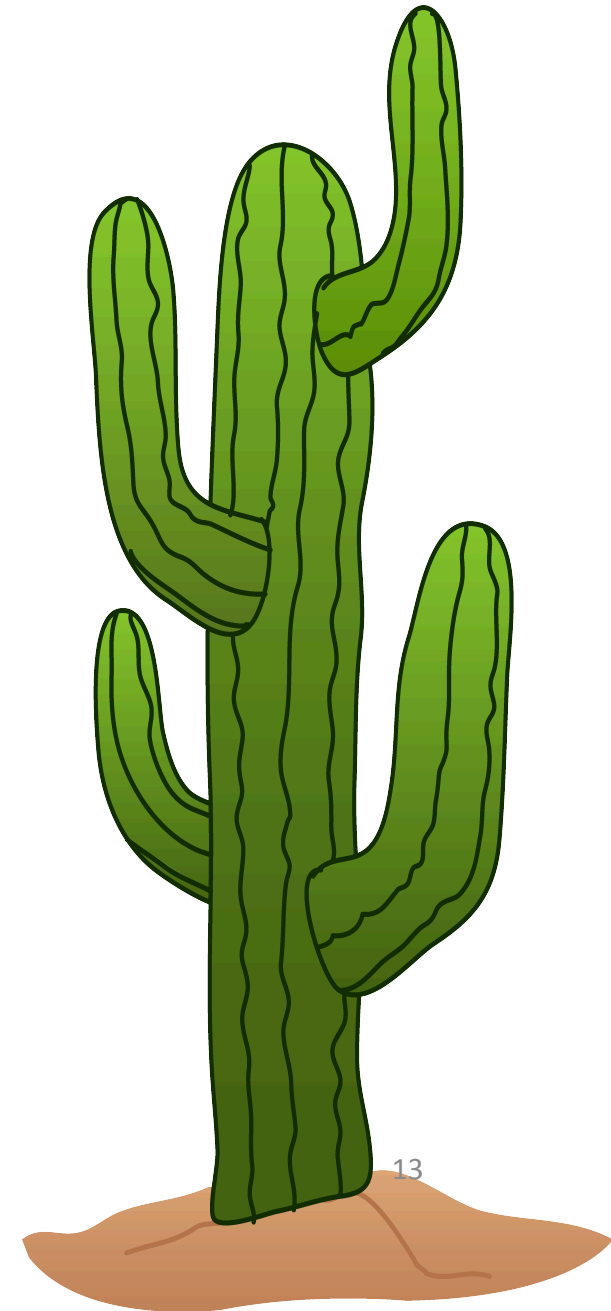
- Basic learning and life skills
- GED testing and courses
- Expanding ESL classes
- General Job Skills / Entrepreneurship classes
- More CTE programs or courses, e.g.
 - Multimedia Design (marketing, branding)
 - Medical support services (coding, billing)
 - Homecare for the sick or elderly
 - Retail
 - Logistics

Enabling Conditions

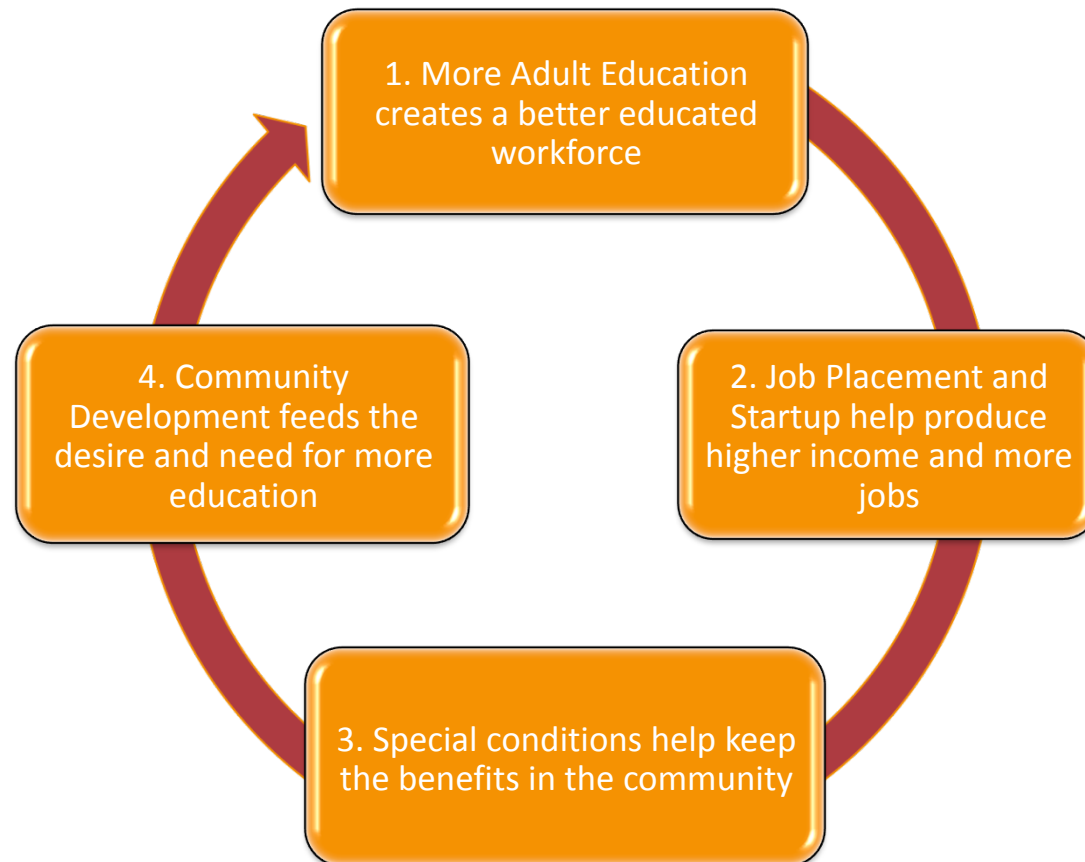
- Networking with local social service organizations
- Transition services
- Reducing/ Removing obstacles
- Work-Life-Study Balance Support
- Incubator to help create startups

What next?

- ❑ First solution designs
- ❑ Turnaround Strategy



Breaking the poverty cycle



BACAE 2016-17 Spend Down

District Approved Distributions

Baker Valley USD

Program Expansion	\$80,000.00
Professional Development	\$18,000.00
Computers	\$25,000.00
	\$123,000.00

Barstow Community College

Transitions Counselor	\$90,000.00
Boot Camp	\$20,000.00
Professional Development	\$18,000.00
	\$128,000.00

Barstow USD

Program Expansion	\$86,000.00
Test Center Set-Up	\$114,463.00
Professional Development	\$18,000.00
	\$218,463.00

Silver Valley USD

Program Expansion	\$90,000.00
Professional Development	\$18,000.00
	\$108,000.00

\$577,463.00

Pan Consortium

BACAE per MOU	\$30,000.00	
BACAE Audit	\$20,000.00	
Regional & On-Site Professional Development	\$2,500.00	
Workplace ESL Solutions	\$5,000.00	
As Needed Curriculum	\$30,000.00	
Postal Mailer	\$5,000.00	
Bros of Nowhere	\$5,000.00	
Radio & Marketing Collateral Printing	\$20,000.00	
P2C Solutions (Thru 6/30/2018)	\$40,800.00	
P2C Solutions (6 month Renewal)	\$48,000.00	
Jorge Saucedo	\$12,000.00	(\$6,000)
Jorge Saucedo (6 mo Renewal)	\$12,000.00	
Phoenix Design	\$20,000.00	
TOP Facilitation Training	\$10,000.00	
	\$260,300.00	\$260,300.00

\$837,763.00