



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, January 19, 2021 (2:00 p.m. – 4:00 p.m.)

([Ⓜ]Materials in Board Packet)

DUE TO COVID-19, THIS MEETING WILL BE HELD ON ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE

ZOOM URL: <https://cccconfer.zoom.us/j/91080615051>

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: p.m.

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Cecil Edwards	<input type="checkbox"/>	<input type="checkbox"/>
Barstow CC	<input checked="" type="checkbox"/> Eva Bagg	<input type="checkbox"/>	<input checked="" type="checkbox"/> Herbert English
			<input checked="" type="checkbox"/> Pattie Alaimalo
			<input checked="" type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input type="checkbox"/> Michelle Colleoc
			<input checked="" type="checkbox"/> Deanna Dibble
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"/> Mitch Rosin	<input checked="" type="checkbox"/> Jackie Diaz

1. [Ⓜ]Approval of Minutes – December 15, 2020

Motion to approve by S. Godfrey; 2nd by J. Youskievicz

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. Consortium Director's Report

4.1 a. CAEP Deadlines – Upcoming

January 2021

- Jan 31: Student Data due in TOPSPro (Q2)

February 2021

- Feb 28: Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- Mar 1: 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- Mar 1: Close out of 18/19 Member Funds due in NOVA
- Mar 31: 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- Mar 31: Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- Mar 31: End of Q3

April 2021

- Apr 30: Student Data due in TOPSPro (Q3)

4.1 b. Governor's Proposed Budget for 2021-22

Governor Newsom released his 2021-2022 proposed budget on Friday, January 8. In the proposed budget is an \$8.1M increase to the CAEP consortia allocation. The 2021-2022 Preliminary CAEP Allocation Schedule will be released by the end of next month as part of the CFAD certification process due on May 2, 2021.

4.2 Consortium Director Updates:

- E. Rivera continues to meet on a weekly basis to support all District member Principals and Coordinator. The collaboration has been fruitful and supportive. The BACAE Working Group met on January 14, 2021, where Mitch Rosin explained the Data Integrity Report from TOPSpro line by line. Our next Working Group session will be February 11 with a focus on Innovation in Adult Education. E. Rivera met with City of Barstow City Manager and Eco. Dev. Administrator and received approval to submit monthly BACAE marketing messages to upload in the local Cable TV Channel 6 Community Access. E. Rivera will be making Adult Ed. announcements during Public Comment at the Barstow City Council meetings. E. Rivera is scheduled to make a 20-minute BACAE presentation at the Barstow City Council in June 2021 to promote the upcoming CTE non-credit certificates that will be offered in the fall (upon approval). The BACAE Stakeholders meeting will be held March 25, 2021 via Zoom. District Members have requested to hold off on sending out the marketing mailer until late spring. Better Barstow Mentors project is on hold due to pandemic. BACAE will host a student workshop on Thursday, February 3, 2021 to promote the Career Institute to share about their paid internship program for adults ages 18 to 24.

4.3 Member Program Update: BAS

- S. Godfrey shared current enrollment is at 281; 189 HSD, 92 GED, 6 students on waitlist (waiting on transcripts). There have been 5 graduates this year at BAS. Enrollment is steady and new student continue to come in. There was a surge of COVID cases over the holidays. The county health dept. is working with BUSD to offer vaccines to the teachers in about two weeks.

4.4 Member Program Update: BCC

- E. Bagg shared the BCC enrollment is down 20%, much in line with most community colleges across the state. BCC has done many things to reach out to students. There is now a mental health counselor, basic needs are being provided and housing assistance through a grant. One area that continues to make progress is conducting Innovation & Entrepreneurship dialogues virtually. The Innovation Entrepreneurship Center is still a part of the plans to establish it on campus that can be a pathway for our Adult Ed. students.

- E. Rivera reported the BCC counseling team are working together to reach out to all K-12 Adult Ed. students to schedule appointments to create a BCC Academic Plan. The BCC AE and TSLC teams have been certified to proctor CASAS testing will be schedule students in February. An ESL campaign on the Spanish radio station will relaunch in February. The BCC AE team has developed an ESL student survey for all students enrolled in 2019 to 2021. A virtual ESL Open House via Zoom has been scheduled for Feb. 19 for potential and current students to learn about BCC programs and services. An MOU with TODEC Legal Services has been drafted to bring immigration & citizenship resources to our BACAE AE students free of charge. Ft. Irwin Education Liaison is collaborating with the BCC Dean of Instruction and staff to address the changing needs of the military basic skills classes. BCC CTE non-credit certificates have been

sent to the Chancellor's office for approval. We expect to offer these certificates in the fall: Trades Technician and Customer Service/Sales.

- 4.5 Member Program Update: BVUSD
- No Report
- 4.6 Member Program Update: SVUSD
- B. Scott share that 84 AE students are enrolled; however, 50 students participate regularly. They continue to administer CASAS on campus. Silver Valley AE has had 4 graduates.
- 4.7 BCC Fiscal Agent Report
P. Alaimalo reported that February invoices were submitted. Baker Valley has December & January checks outstanding.
- 4.8 Marketing & Social Media Update: Phoenix Design

5. Discussion Items – NONE

6. Action Items – NONE

7. Announcements

7.1 Conferences

- February 4, 2021: CAEAA – Virtual
- March 11, 2021: ACCE – Virtual
- March 21 – 24, 2021: COABE – Virtual
- March 3, 2021: CCAOE – Virtual
- April 21 – 23, 2021: CCAE – Virtual
- April 30 – May 1, 2021: Career Non-Credit Education Institute – Virtual
- June 14 – 16, 2021: CASAS – Virtual

7.2 2020-2021 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 3rd Tuesday of the Month)

2021
February 16, 2021
March 16, 2021
April 20, 2021
May 18, 2021
June 15, 2021

8. Adjournment: 2:48 p.m.

Motion to adjourn by J. Youskievicz; 2nd by S. Godfrey