



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

Barstow Community College, Administration Conference Room  
Tuesday, March 16, 2021 (2:00 p.m. – 4:00 p.m.)  
(<sup>Ⓜ</sup>Materials in Board Packet)

**DUE TO COVID-19, THIS MEETING WILL BE HELD ON ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE**  
**ZOOM URL:** <https://barstow-edu.zoom.us/j/94538921984>

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: **2:04 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 type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input checked="" type="checkbox"/> Michelle Colleoc
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input checked="" type="checkbox"/> Brice Scott	<input checked="" type="checkbox"/> Amy McLaren
Consortium Staff	<input type="checkbox"/> Elena Rivera	<input checked="" type="checkbox"/> Mitch Rosin	<input checked="" type="checkbox"/> Jackie Diaz

1. <sup>Ⓜ</sup>Approval of Minutes – February 22, 2021

**Motion to approve by S.Godfrey; 2nd by B. Scott**

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 CAEP Deadlines – Upcoming March 2021


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

April 2021

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

4.2 <sup>Ⓜ</sup>CAEP Webinar: Effective Practices – Transitions (PowerPoint and Brief)

- 4.3 <sup>3</sup>CAEP Guidance: Notice of Targeted Technical Assistance (TTA) for Consortia Effectiveness  
**M.Rosin- Targeting 5 consortia for assistance starting July 1<sup>st</sup> they will be assigned to provide technical assistance, the criteria is WASP or WIOA**
- 4.4 Member Program Update: BAS  
**M.Colleoc- There are currently 285 students enrolled, 187 in high school diploma, 98 in HSC. 7 current graduates. Made a new breakthrough progress with a student who has been with BAS for 8 years. Brice has been assisting BAS with Chromebooks.**
- 4.5 Member Program Update: BCC  
**E.Bag- Continuing to explore on campus facilities to renovate for the innovation entrepreneur center. Elena is in preliminary conversation with researcher Helga Wild to look at a follow up on the impacts of Covid-19 to our Barstow Community, with the interest of bringing people back that have been devastated by the virus and try to understand them.**  
**J.Diaz- Elena and the Ad. Ed. team is currently working on CASAS testing with ESL students, working around their schedule. They are also working on an ESL survey that will end on March 30<sup>th</sup>.**
- 4.6 Member Program Update: BVUSD  
**No report**
- 4.7 Member Program Update: SVUSD  
**B.Scott- They are currently receiving many students from Barstow Adult School. 110 total students enrolled, 6 student in the ESL program, breaking record on the most ESL students enrolled in the SVUSD so far the ESL students are using the program to the fullest extent and are very proud of it. Total of 8 graduations with one recent graduation occurring the day before, continuing CASAS testing and trying to make changes to support the students who test.**
- 4.8 BCC Fiscal Agent Report  
**P. Alaimalo- Reports that all warrants for all the districts have been redeemed and they have just processed the April invoices. No one cashed checks.**
- 4.9 <sup>3</sup>Marketing & Social Media Update: Phoenix Design  
**M.Rosin- Numbers continue to be pretty strong, we are getting five-thousand post reaches for the prior 30 days and 203 post engagements. The board previously asked for a targeted ad campaigns and the demographics for male and female ratio of 35 to 44. English is still the predominate language. The web traffic continues to fluctuates but an increase is shown in March, possibly due to people enrolling.**
5. Discussion Items
- 5.1 <sup>3</sup>CFAD Allocations for 2021-2022  
**M.Rosin- This will be a voting item in the next boarding meeting.**

 <b>BARSTOW AREA CONSORTIUM</b> FOR ADULT EDUCATION					
<b>2020-21 BACAE Allocation</b>	<b>\$926,679</b>				
<b>2021-22 Proposed BACAE COLA</b>	<b>\$13,899</b>				
<b>2021-22 Proposed BACAE Allocation</b>	<b>\$940,578</b>				
<b>Agency</b>	<b>2020-21 CFAD</b>	<b>% of Allocation</b>		<b>Portion of COLA based on % of Allocation</b>	<b>Tentative 2021-22 CFAD</b>
<b>Baker Valley Adult School</b>					
<b>TOTAL</b>	\$64,348	7%		\$965	\$65,313
<b>Barstow Community College</b>					
<b>TOTAL</b>	\$308,455	33%		\$4,626	\$313,081
<b>Barstow Adult School</b>					
<b>TOTAL</b>	\$345,507	37%		\$5,182	\$350,689
<b>Silver Valley Adult School</b>					
<b>TOTAL</b>	\$208,369	22%		\$3,125	\$211,494
<b>TOTAL</b>	<b>\$926,679</b>				<b>\$940,578</b>

6. Action Items – NONE

7. Announcements

7.1 Conferences

- 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 / 3<sup>rd</sup> Tuesday of the Month)

<b>2021</b>
April 20, 2021 – CFAD Vote
May 18, 2021
June 15, 2021 – Annual Plan Retreat

7.3 BACAE Working Group Meetings (Zoom)

<b>2021</b>
<del>March 11, 2021</del> Cancelled
<del>April 8, 2021</del> Cancelled
May 13, 2021

**M.Rosin- Stakeholder's Meeting on March 25 is moved to April 1; April 1 Working Group is now the Stakeholders Meeting; April 8 Working Group is cancelled due to Spring Break.**

8. Adjournment: **2:21 p.m.**

**Motion to adjourn by S. Godfrey; 2<sup>nd</sup> by E.Bagg**