



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Tuesday, March 21, 2023 (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**

Meeting URL: <https://barstow-edu.zoom.us/j/88384503776> Meeting ID: 883 8450 3776

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 type="checkbox"/> Cecil Edwards	<input type="checkbox"/>	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/>	<input type="checkbox"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input type="checkbox"/> Michelle Colleoc
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"/>	<input type="checkbox"/> Katherine Matta
Guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. <sup>Ⓜ</sup>Approval of Minutes – Dec. 6, 2022 and February 7, 2023  
Motion to approve by ; 2<sup>nd</sup> by

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 Speaker – None

5. Consortium Director’s Report

5.1 Director’s Updates

5.2 CAEP Upcoming Deadlines & Other Dates –

- Mar. 31: 20/23 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2)
- Mar. 31: End of Q3
- Apr. 30: Student Data due in TOPSPro (Q3)
- May 2: CFAD for 2023-2024 due in NOVA
- June 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q3)

- June 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3)
- June 30: End of Q4
- July 15: Student Data due in TOPSPro (Q4)

- 5.4 Member Program Update: BAS
- 5.5 Member Program Update: BCC
- 5.6 Member Program Update: BVUSD
- 5.7 Member Program Update: SVUSD
- 5.9 BCC Fiscal Agent Report:
- 5.10 Marketing & Social Media Update: February 2023 by Phoenix Design

6. Discussion Items

- 6.1
  - Marketing 2023-24 CAEP Preliminary Allocation Schedule
  - Marketing 2023-24 CAEP Preliminary Allocations Memo
  - Marketing BACAE 2023-24 Proposed Allocations - Monthly
  - Marketing BACAE 2023-24 Proposed Allocations
  - Marketing CAEP AB1491 Guidance Memo - February 27, 2023
  - Marketing CAEP Email - February 28, 2023

7. Action Items

- 7.1 None

8. Announcements

- 8.1 Conferences/Webinars
  - IMPORTANT: AB 1491 Guidance Webinar – Thursday, March 23, 2023 at 12:00pm  
Registration Link: <https://register.caladulthood.org/Home/EventDetail/609>
  - COABE National Conference – April 2-5, 2023 – Atlanta, GA
  - CCAE State Conference – April 13-15, 2023 - Oakland, CA
  - CASAS National Summer Institute – June 12-15, 2023 - Garden Grove, CA 92840
  - GED National Conference – July 18-20, 2023 - NYC

- 8.2 2022-2023 Working Group Meeting Dates (4:00 pm to 6:00 pm via Zoom)

<b>2022-2023</b>
Thursday, May 4, 2023

- 8.3 2022-2023 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 1<sup>st</sup> Tuesday of the Month)

<b>2022-2023</b>
April 4, 2023 – CFAD Vote
May 2, 2023
June 6, 2023 – Annual Plan Retreat
July 2023 - DARK

9. Adjournment: Motion to approve by ; 2<sup>nd</sup>