



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, February 7, 2023 (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

Meeting URL: <https://barstow-edu.zoom.us/j/87917424272> Meeting ID: 879 1742 4272

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:

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input checked="" type="checkbox"/> Cecil Edwards	<input type="checkbox"/>	<input type="checkbox"/>
Barstow CC	<input checked="" type="checkbox"/> Eva Bagg	<input type="checkbox"/>	<input type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input checked="" type="checkbox"/> Michelle Colleoc
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input checked="" type="checkbox"/> Brice Scott	<input type="checkbox"/>
Consortium Staff	<input checked="" type="checkbox"/> Elena Rivera	<input type="checkbox"/>	<input checked="" type="checkbox"/> Katherine Matta
Guests	<input checked="" type="checkbox"/> Hasani X	<input type="checkbox"/>	<input type="checkbox"/>

1. [Ⓜ]Approval of Minutes – Dec. 6, 2022 (January 2023 was cancelled)
Motion to approve by ; 2nd by – Minutes will be brought back to the March meeting.
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 – *Hasani X with Lead Your Story: Consultant Hasani X and E. Rivera conducted student/staff focus group sessions at each of the District Member sites to obtain feedback about their experience with our AE programs and to learn ideas of how to best reach them, improve communication, motivation and support the students until completion. Staff was also present and provided feedback. The meetings were deemed successful. Hasan X’s presentation gave a summary of what was learned at each of the staff/student meetings and discussed next steps to develop effective strategies.*
5. Consortium Director’s Report
 - 5.1 Director’s Updates – *E. Rivera shared that advertising and outreach activities continue to be in place. District Members are in close communication to ensure consortium is in compliance with CAEP requirements and to meet deadlines.*
 - 5.2 CAEP Upcoming Deadlines & Other Dates –

- Jan. 31: Student Data due in TOPSPro (Q2)
- Feb. 28: Preliminary allocations for 2023-2024 release by this date
- Mar. 1: 20/21 and 21/22 and 22/23 Member expense report is due in NOVA (Q2)
- 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)

5.3 TTA Update: *E. Rivera is now working directly with CAEP/SCOE staff*

5.4 Member Program Update: BAS – *S. Godfrey shared BAS has 218 students for HSD and 23 in GED Prep. At this time, there are 26 students that will be graduating in May. Staff will be attending the CASAS Summer Institute. Leadership will attend COABE.*

5.5 Member Program Update: BCC – *E. Bagg shared BCC overall enrollment exceeds pre-COVID numbers and spring enrollments are up by 10%. This increase is noticed in the Science Dept. E. Rivera shared that progress and improvements continue to be made in all areas. Currently undergoing is a 6 Session Workshop Series on “How to Open a Business Locally”. Transitional Counselor, Amy McLaren received MBTI Certification. BCC students without GED or HSD continue to register for the SDEV 150 to obtain their GED to qualify for federal financial aid.*

5.6 Member Program Update: BVUSD – *C. Edwards shared there is now a new community resource center on campus. There are now 10 enrolled in ESL and a new HSD student.*

5.7 Member Program Update: SVUSD – *B. Scott reported all is well at SV, they continue to work with students to complete. They will hold AE graduation in May*

5.9 BCC Fiscal Agent Report: *T. Walker written report stated all February invoices were processed for payment on 01/12/23. BV and SV have no outstanding warrants. BUSD has January warrant out.*

5.10 Marketing & Social Media Update: Dec. 2022 & Jan. 2023 by Phoenix Design

6. Discussion Items

6.1 Redesigning California’s Adult Education Funding Model – Legislative Analyst Office Recommendation

7. Action Items

7.1 None

8. Announcements

8.1 Conferences

- SBVC: CAEP Accountability for 2022-2023 – Feb. 15, 2023 – San Bernardino
- ACCE Spring Conference – March 2-3, 2023 – Virtual
- Tech & Distance Learning Symposium – March 3-4, 2023 – Virtual & In-Person
- 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)

2022-2023
Thursday, March 9, 2023
Thursday, May 4, 2023

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

2022-2023
March 7, 2023
April 4, 2023
May 2, 2023
June 6, 2023

9. Adjournment: Motion to approve by E. Bagg; 2nd C. Edwards



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, December 6, 2022 (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

Meeting URL: <https://barstow-edu.zoom.us/j/96932288443> Meeting ID: 969 3228 8443

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Call to Order: 2:03 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 type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input checked="" type="checkbox"/> Michelle Colleoc
Silver Valley	<input checked="" type="checkbox"/> Jeff Youskievicz	<input checked="" type="checkbox"/> Brice Scott	<input type="checkbox"/>
Consortium Staff	<input checked="" type="checkbox"/> Elena Rivera	<input type="checkbox"/> Jackie Diaz	<input type="checkbox"/>
Guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. [℞]Approval of Minutes – October 4, 2022 (November meeting was cancelled)

Motion to approve by E. Bagg; 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. Guest Speaker – None

5. Consortium Director’s Report

5.1 Director’s Update – We continue to advertise in the local printed newspaper “TidBits” and on local radio stations, that include live interviews. Three-minute presentations continue to be given at the Barstow City Council meetings during Public Comment. We received approval to post BACAE information in the Local Access TV Channel 6. Director continues to attend Barstow Chamber meetings and events, as well as advertise in their e-blasts.

5.2 CAEP Deadlines – Past & Upcoming

- Oct. 30: 22/23 Member Program Year Budget and Work Plan due in NOVA (Extended for 2022) - **COMPLETED**
- Oct. 31: Student data due in TOPSPro (Q1) - **COMPLETED**

- Oct. 31: Employment and earnings Follow-up Survey
- Nov. 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA (Extended for 2022) - **COMPLETED**

- 5.3 TTA Update: *Elena Continues to meet with TTA Representative, Ryan de la Vega*
- 5.4 Member Program Update: BAS – *172 students currently enrolled at BAS (HSD 147 and GED 25). A total of 280 enrolled since the beginning of the school year. However, 110 never showed up for testing. Thus far, BAS has 16 graduates, and we 3 more very close to completing. Two HS AVID student volunteers are coming to tutor Spanish speaking students in the HSD program. One student passed the GED exam. BAS will start a laptop and hot spot loan program. BAS will be hiring a part-time person to assist with budget reports. BAS is now offering GED prep in Spanish.*
- 5.5 Member Program Update: BCC – *E. Bagg shared the BCC Makerspace will be opening this spring. Non-credit classes/curriculum are being created to support the work in the Makerspace, Innovation & Entrepreneur Center. The goal is to have the high schools and BCC to work together to develop a pipeline of innovative youth. BCC is in the process of writing a MOU with UC for pre-med and focus on science with a great online program, lab, and innovative simulations using virtual reality. E. Rivera shared that M. Colleoc is now MBTI certified. This will increase the ability to provide career counseling to our AE students. Michelle Bond is the new Interim Military Affairs Director. Basic Skills at Ft. Irwin is running smoothly and over 90% of the students are meeting the test score goals. ESL collaboration has increased and the team is working towards developing IET courses. CASAS pre-test numbers have increase but still struggling with post-testing. Currently, there are 67 GED prep students.*
- 5.6 Member Program Update: BVUSD – *C. Edwards shared by email that they have a new ESL instructor and have started with 3 ESL instructors.*
- 5.7 Member Program Update: SVUSD - *B. Scott shared SV is moving steady and enrollment is at about 200 student and continues to increase. Thus far, there are 2 HSD graduates and 4 GED certificates. Currently there are 25 students working on a CTE program with Ed2Go.*
- 5.7 BCC Fiscal Agent Report: *All December invoices were processed for payment on 11/23/22. BV, BUSD, and SV have the November warrant outstanding.*
- 5.8 Marketing & Social Media Update: *October & November 2022 by Phoenix Design*
 ~ Lead Your Story Update: *The BACAE Working Group will meet with Hasani X to discuss a marketing plan needs.*

6. Discussion Items

- 6.1 None

7. Action Items

- 7.1 None

8. Announcements

- 8.1 Conferences
- ACCE Spring Conference – March 2-3, 2023 - Virtual
 - 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 2023 - NYC

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

2022-2023
Thursday, December 8, 2022
Thursday, March 9, 2023
Thursday, May 4, 2023

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

2022-2023	May2, 2023
January 3, 2023	June 6, 2023
February 7, 2023	
March 7, 2023	
April 4, 2023	

9. Adjournment: 3:10 p.m. - Motion to adjourn by S. Godfrey; 2nd E. Bagg



BARSTOW
AREA
CONSORTIUM
FOR **A**DULT **E**DUICATION

SOCIAL MEDIA REPORT

Feb 2023

FACEBOOK PAGE SUMMARY



Reach



6,928

[View details](#)



Post engagement



917

[View details](#)



Link clicks



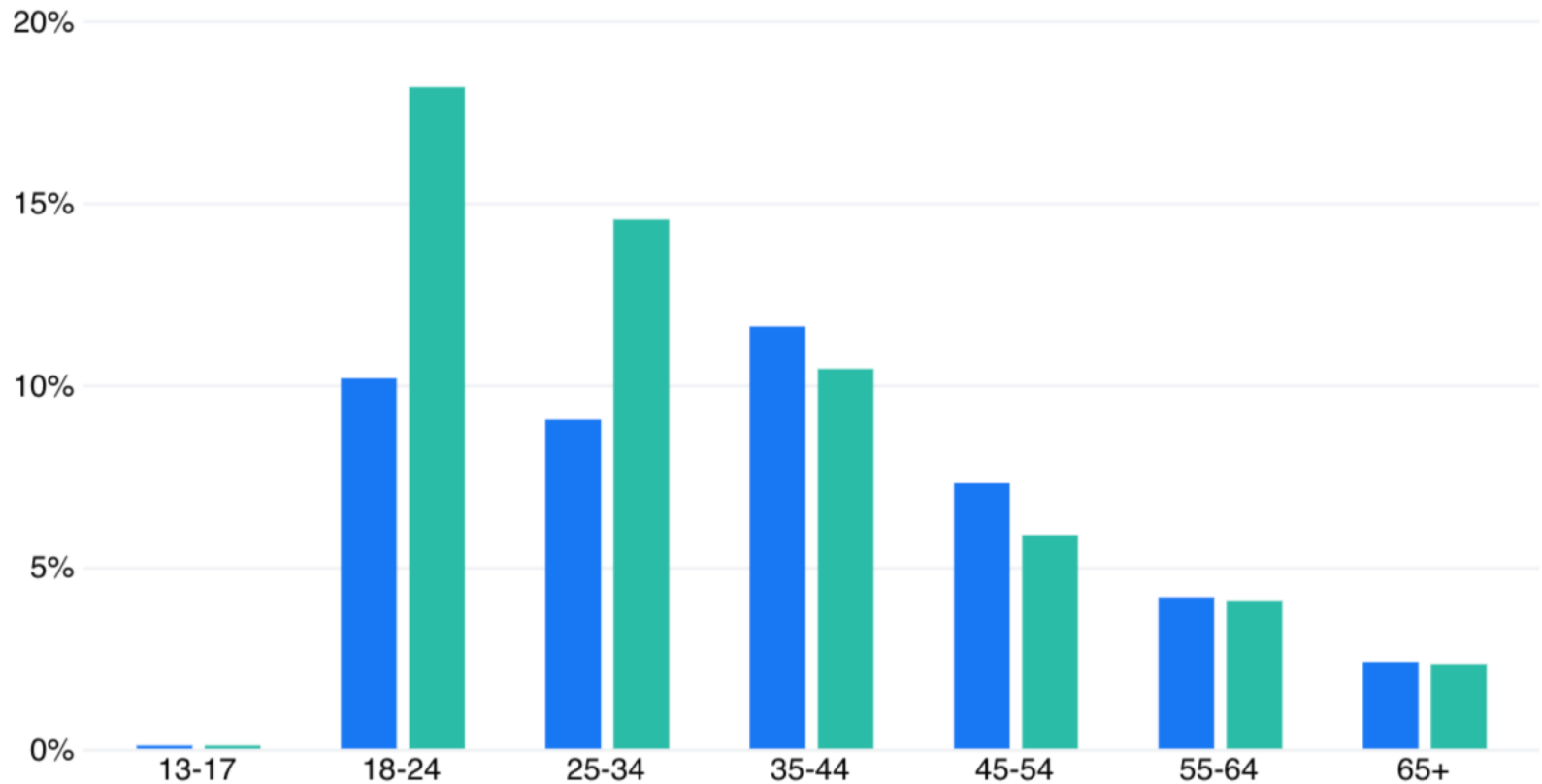
60

[View details](#)

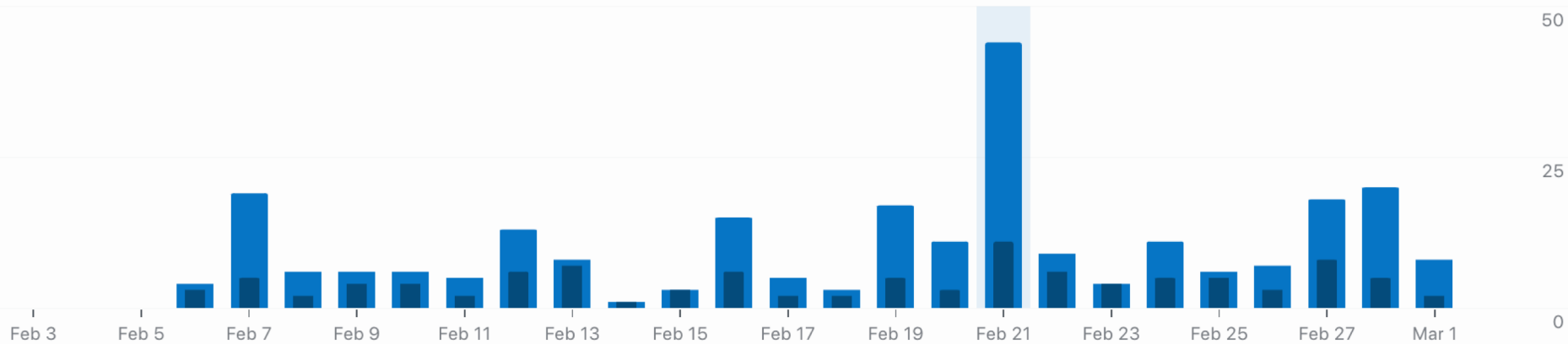
Social Media Audience

– Gender and Age –

44.6% Women 55.4% Men



BARSTOW WEBSITE TRAFFIC



👁 Views

44

👤 Visitors

11

★ Likes

0

💬 Comments

0

February 21, 2023

👁 Views 44

👤 Visitors 11

> Views Per Visitor 4.00

BARSTOW WEBSITE TRAFFIC AND PAGE PER VIEW

Home	120
Programs & Classes	55
Career Technical Education (CTE)	26
Technology Courses	15
English as a Second Language	12
High School Diploma	12
Consortium Meetings	10
High School Equivalency – GED	9
Citizenship Preparation	5
Contact Us	4
Educación en carreras técnicas (CTE)	1
In the News	1
Member Schools	1
Home page / Archives	1
Equivalencia de educación secundaria – GED	1
Preparación para la ciudadanía	1

BARSTOW WEBSITE LINKS CLICKS

Referrers

Views

Facebook	54
Search Engines ▾	20
barstow.edu	11
Instagram ▾	6
caladulted.org	3
barstowaebg-org.cdn.ampproject.org ▾	3
url-opener.com	1
emicef.com	1
WordPress Android App	1

CAEP Regional Consortium	FY 23-24 Proposed COLA	FY 23-24 Preliminary Allocation	FY 24-25 Preliminary Allocation
01 Allan Hancock Community College Consortium	\$152,650	\$2,030,272	\$2,030,272
02 Antelope Valley Regional Adult Education Consortium	\$369,320	\$4,912,019	\$4,912,019
03 Barstow Area Consortium for Adult Education	\$83,532	\$1,110,994	\$1,110,994
04 Butte-Glenn Adult Education Consortium	\$201,755	\$2,683,382	\$2,683,382
05 Greater Opportunity Through Adult Learning (Santa Cruz)	\$315,475	\$4,195,869	\$4,195,869
06 Partnership for Adult Academic and Career Education (SE Los Angeles)	\$1,350,031	\$17,955,656	\$17,955,656
07 Chabot-Las Positas/Mid-Alameda County Consortium	\$850,924	\$11,317,450	\$11,317,450
08 West End Corridor/ Chaffey Regional AE Consortium	\$663,492	\$8,824,564	\$8,824,564
09 Citrus College Adult Education Consortium	\$397,820	\$5,291,081	\$5,291,081
10 Coast Adult Education Consortium	\$686,800	\$9,134,568	\$9,134,568
11 Tri City Adult Education Consortium	\$565,939	\$7,527,096	\$7,527,096
12 Contra Costa Adult Education Consortium	\$1,365,689	\$18,163,912	\$18,163,912
13 Morongo Basin AEBG Consortium (Copper Mountain)	\$75,055	\$998,248	\$998,248
14 Desert Regional Consortium	\$297,430	\$3,955,868	\$3,955,868
15 South Bay Adult Education Consortium (El Camino)	\$943,847	\$12,553,334	\$12,553,334
16 OnRamp to Employment, Plumas County Adult Education (Feather River)	\$75,055	\$998,248	\$998,248
17 Foothill De Anza/ NSCCSTC	\$786,319	\$10,458,181	\$10,458,181
18 Gavilan Regional Adult Career and Education Services	\$132,874	\$1,767,254	\$1,767,254
19 Glendale Community College District Regional Consortium	\$98,620	\$1,311,664	\$1,311,664
20 San Diego East Region Adult Education (Grossmont-Cuyamaca)	\$763,807	\$10,158,769	\$10,158,769
21 Salinas Valley Adult Education Consortium	\$338,872	\$4,507,054	\$4,507,054
22 Imperial County Adult Education Consortium	\$179,299	\$2,384,714	\$2,384,714
23 Kern AEBG Consortium	\$1,565,744	\$20,824,686	\$20,824,686
24 Lake Tahoe Adult Education Consortium	\$82,561	\$1,098,073	\$1,098,073
25 Lassen County AB86 Consortium	\$86,691	\$1,153,008	\$1,153,008
26 Long Beach Adult Education	\$220,458	\$2,932,129	\$2,932,129
27 Los Angeles Regional Adult Education Consortium	\$11,833,132	\$157,382,821	\$157,382,821
28 Capital Adult Education Regional Consortium	\$1,080,507	\$14,370,934	\$14,370,934
29 Marin County Adult Education Block Grant Consortium	\$135,671	\$1,804,456	\$1,804,456
30 Mendocino-Lake Consortium	\$141,536	\$1,882,451	\$1,882,451
31 Gateway Adult Education Network (Merced)	\$304,598	\$4,051,206	\$4,051,206
32 Coastal North County Adult Education Consortium (MiraCosta)	\$109,959	\$1,462,474	\$1,462,474
33 Monterey Peninsula Consortium	\$234,053	\$3,112,949	\$3,112,949
34 Mt. San Antonio Regional Consortium for Adult Education	\$3,219,618	\$42,821,505	\$42,821,505
35 Southwest Riverside County Adult Education Regional Consortium	\$446,182	\$5,934,308	\$5,934,308
36 Napa Valley Adult Education Consortium	\$262,178	\$3,487,020	\$3,487,020
37 North Orange County Regional Consortium for Adult Education (NOCRC)	\$354,772	\$4,718,533	\$4,718,533
38 Southern Alameda County Consortium (Ohlone)	\$381,896	\$5,079,286	\$5,079,286
39 Palo Verde Consortium	\$75,055	\$998,248	\$998,248
40 Education to Career Network of North San Diego County (Palomar/Vista)	\$723,920	\$9,628,275	\$9,628,275
41 Pasadena Area Consortium	\$172,063	\$2,288,473	\$2,288,473
42 Northern Alameda Consortium for Adult Education	\$739,325	\$9,833,162	\$9,833,162
43 Rancho Santiago Adult Education Consortium	\$427,518	\$5,686,062	\$5,686,062
44 North Coast Adult Education Consortium (Redwoods)	\$102,949	\$1,369,246	\$1,369,246
45 Rio Hondo Region Adult Education Consortium	\$1,326,734	\$17,645,808	\$17,645,808
46 About Students Regional Consortium (Riverside)	\$762,347	\$10,139,355	\$10,139,355
47 Inland Adult Education Consortium (San Bernardino)	\$967,201	\$12,863,955	\$12,863,955
48 San Diego Adult Education Regional Consortium	\$431,590	\$5,740,222	\$5,740,222
49 San Francisco Adult Education Consortium	\$355,855	\$4,732,940	\$4,732,940

50 Delta Sierra Regional Alliance (San Joaquin)	\$770,950	\$10,253,776	\$10,253,776
51 South Bay Consortium for Adult Education (San Jose)	\$1,607,709	\$21,382,819	\$21,382,819
52 San Luis Obispo County Adult Education Consortium	\$129,131	\$1,717,465	\$1,717,465
53 ACCEL San Mateo County	\$884,845	\$11,768,606	\$11,768,606
54 Santa Barbara AEBG Consortium	\$75,055	\$998,248	\$998,248
55 Santa Clarita Valley Adult Education Consortium	\$119,152	\$1,584,749	\$1,584,749
56 Santa Monica Regional Consortium for Adult Education	\$104,586	\$1,391,014	\$1,391,014
57 Sequoias Adult Education Consortium (SAEC)	\$886,425	\$11,789,618	\$11,789,618
58 Shasta-Tehama-Trinity Adult Education Consortium	\$102,987	\$1,369,749	\$1,369,749
59 Sierra Joint Consortium	\$309,413	\$4,115,247	\$4,115,247
60 Solano Adult Education Consortium	\$362,570	\$4,822,242	\$4,822,242
61 Sonoma County Adult Education Consortium	\$233,921	\$3,111,198	\$3,111,198
62 South Orange County Regional Consortium (SOCRC)	\$444,610	\$5,913,395	\$5,913,395
63 South Bay Adult Education Consortium (Southwestern)	\$1,332,997	\$17,729,107	\$17,729,107
64 State Center Adult Education Consortium	\$1,386,769	\$18,444,287	\$18,444,287
65 Ventura County Adult Education Consortium	\$1,397,286	\$18,584,164	\$18,584,164
66 Victor Valley Adult Education Regional Consortium	\$200,918	\$2,672,247	\$2,672,247
67 West Hills College Consortium	\$102,753	\$1,366,629	\$1,366,629
68 West Kern Consortium	\$75,055	\$998,248	\$998,248
69 Yosemite (Stanislaus Mother Lode) Consortium	\$402,611	\$5,354,799	\$5,354,799
70 North Central Adult Education Consortium (Yuba)	\$291,063	\$3,871,196	\$3,871,196
71 Adult Education Pathways (Siskiyou)	\$87,474	\$1,163,415	\$1,163,415
Total:	\$48,547,000	\$645,684,000	\$645,684,000



February 27, 2023

To: Adult Education Consortium Members and Directors

From: The California Adult Education Program (CAEP) State Leadership Office

Subject: **2023-24 Preliminary CAEP Allocations**

This memorandum advises local recipients and fiscal agents of the 2023-24 Preliminary CAEP Allocations. CAEP Education Code Section 84909 mandates the release of the FY 2023-24 Preliminary Allocations for each consortium, which includes an additional \$48.5M COLA. The COLA re-benchs the total annual statewide CAEP appropriation for future years to \$645,684,000.

The first step of this process is the release of the annual preliminary allocations schedule. To view the FY 2023-24 Preliminary CAEP Allocations schedule, [click here](#). The second step requires the CAEP consortia, and their members to submit their Consortium Fiscal Administration Declaration (CFAD) via the NOVA system by COB on May 2, 2023. The CFAD captures member allocations for each consortium as well as the consortium's chosen disbursement method. The CAEP Office uses the information from the CFAD process to determine the payment schedules for the disbursement of these CAEP funds. There will be no extensions granted for the May 2nd due date.

Please note that the CFAD will be updated to reflect AB1491 implementation (CAEP carryover). This new statute includes consortia defined excess member carryover and the process by which consortia will offer technical assistance and/or reasonable intervention to its members prior to making a finding of excessive member carryover. All this information must be included in the certified CFAD. For more information, please access the [AB1491 CAEP guidance](#).

All CAEP members are eligible for the COLA. Please see Education Code Section 84914 governing an increase or decrease of CAEP funding from the prior year. Consortia cannot vote to exclude or prevent a member from receiving a COLA, provided that the member received funding in the prior year. However, after the CFAD is submitted, consortia can use the allocation amendment process in NOVA to move CAEP funds based on consortia agreed upon by-laws.

If you have any questions regarding this information, please contact the CAEP Technical Assistance Project at tap@caladulthood.org.

Sincerely,

Gary Adams, Dean
Adult Education Program Office
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D.
Adult Education Program Office
California Department of Education



BACAE 2023-24 Preliminary Monthly Allocation Schedule

Annual Allocation:	\$1,110,993		TOTAL ALLOCATION	Monthly Allocation	July Payment	August Payment	September Payment	October Payment	November Payment	December Payment	January Payment	February Payment	March Payment	April Payment	May Payment	June Payment	TOTAL PAYMENTS
Baker Valley Unified School District		7%	\$77,770	\$6,480.79	\$6,490.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$6,480.00	\$77,770.00
Barstow Community College		33%	\$336,628	\$28,052.31	\$28,056.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$28,052.00	\$336,628.00
Consortium Set Aside			\$30,000	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$30,000.00
Barstow Unified School District		37%	\$411,067	\$34,255.62	\$34,262.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$34,255.00	\$411,067.00
Silver Valley Unified School District		23%	\$255,528	\$21,294.03	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$21,294.00	\$255,528.00
TOTAL		100%	\$1,110,993	\$92,583	\$92,602.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$92,581.00	\$1,110,993.00



2023-24 Preliminary Allocation \$1,027,461
 FY 23-24 Proposed COLA \$83,532
 Final 2022-23 Allocation **\$1,110,993**

Agency	2022-23 CFAD	% of Allocation	Portion of COLA based on % of Allocation	2023-24 CFAD
Baker Valley Adult School				
Total	\$71,922	7%	\$5,847	\$77,770
Barstow Community College				
Total	\$339,062	33%	\$27,566	\$366,628
Barstow Adult School				
Total	\$380,161	37%	\$30,907	\$411,067
Silver Valley Adult School				
Total	\$236,316	23%	\$19,212	\$255,528
		100%		
TOTAL	\$1,027,461			\$1,110,993



February 27, 2023

To: Adult Education Consortium Directors and Members

From: The California Adult Education Program (CAEP) State Leadership

Subject: **AB 1491 Carryover Guidance**

This memorandum provides guidance to California Adult Education Program (CAEP) consortia and their members on the requirements of **AB 1491** (carryover legislation). These requirements will go into effect during the **2023-2024** program year.

Carryover Legislation

A. MEMBER CARRYOVER

This bill authorizes a consortium to reduce a member's allocation by no more than the amount of the member's carryover, as defined, if the consortium makes a finding by a majority vote, based on the member having excessive carryover for **at least two consecutive fiscal years** beginning with the 2023–24 fiscal year, that the member has been consistently ineffective in providing services that address the needs identified in its adult education plan. There is no percentage threshold mandated in AB 1491 that is specific to member carryover, unless it is determined by the individual consortium.

B. CONSORTIUM CARRYOVER

The bill requires a consortium with carryover from **one or more prior fiscal years** exceeding 20% to submit a written expenditure plan, as specified, to the Chancellor and the Superintendent, and would require the Chancellor and the Superintendent to prescribe and assign technical assistance to that consortium to ensure effective use of funds as specified by existing policy, and that the consortium's annual carryover does not continue to exceed 20% to continue providing adequate adult education services to the region.

Change in CAEP Education Code

CAEP Education Code Sections 84901 and 84914 have been amended to reflect the definition of carryover, member carryover, and the consortium carryover. For more details, please see the Frequently Asked Questions (FAQ) for additional information on this guidance.

CAEP Fiscal and Program Guidance

The CAEP Fiscal Management Guidance and the CAEP Program Guidance will be updated and posted to the CAEP website to reflect the AB 1491 legislation, changes to the CAEP Education Code, and instructions from this guidance memo.

NOVA Reporting

The CAEP Office will be adding tools and reports in NOVA to assist consortia and members with the reporting and tracking of carryover. CAEP Technical Assistance Provider (TAP) is available to provide NOVA-related technical assistance and support.

AB1491 Webinar

The CAEP Office has scheduled an AB1491 Webinar on March 23, 2023, at 12:00pm. The webinar will cover this guidance, the AB1491 legislation, current use of NOVA reporting & tools as it relates to carryover, and future NOVA enhancements. Additional webinars are also being planned. To register for the March 23rd webinar, [click here](#).

Frequently Asked Questions (FAQ)

For more information on the AB1491 legislation, definitions, process, and individual consortium responsibilities, please see the **FAQ**.

AB1491 Implementation Timeline

The CAEP Office developed a timeline to assist consortia and members with understanding the AB1491 implementation timeline. Please refer to the [AB1491 Timeline](#) for additional information.

Technical Assistance Contact Information

For questions related to the AB1491 and/or technical assistance on related topics, please contact the CAEP TAP by phone at 1- 888- 827-2324 or by e-mail at tap@caladulthood.org

Sincerely,

Gary Adams, Dean
Adult Education Program Office
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D.
Adult Education Program Office
California Department of Education

From: [CAEP Technical Assistance Project](#)
To: [CAEP Technical Assistance Project](#)
Subject: 2023-24 CAEP Preliminary Allocations Memo and Schedule
Date: Tuesday, February 28, 2023 3:42:53 PM
Attachments: [Outlook-xoebqetn.png](#)

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Dear Consortia Leads and Members,

The CAEP Office has released the [2023-24 Preliminary CAEP Allocations](#). CAEP Education Code Section 84909 mandates release of the FY 2023-24 Preliminary Allocations for each consortium, which includes an additional \$48.5M COLA. The COLA re-benchs the total annual statewide CAEP appropriation for future years to \$645,684,000. The allocation schedule is included in the [2023-24 Preliminary CAEP Allocations memo](#). Additionally, the memo includes steps to complete the CFAD process. A webinar covering the 2023-24 allocations and the CFAD will take place in early April 2023. Registration will open soon.

Please note that the CFAD will be updated to reflect AB1491 implementation (CAEP carryover). This new statute includes consortia defined excess member carryover and the process by which consortia will offer technical assistance and/or reasonable intervention to its members prior to making a finding of excessive member carryover. All this information must be included in the certified CFAD. For more information, please access the [AB1491 CAEP guidance](#). The AB1491 Guidance webinar will take place on **Thursday, March 23, 2023, at 12:00 p.m.** Use the following link to register for this webinar.

Registration Link: <https://register.caladulted.org/Home/EventDetail/609>

If you have any questions or experience difficulty accessing any of the materials mentioned in this email, contact CAEP TAP at tap@caladulted.org or (888) 827-2324.

Best,
CAEP TAP
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If you emailed TAP regarding an agency/consortium inquiry, a Support Request Ticket will be submitted on your behalf on the caladulted.org site. You will get an email from noreply@caladulted.org with a confirmation of the created ticket.