



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, October 3, 2023 (8:00 a.m. – 10:00 a.m.)

([Ⓜ]Materials in Board Packet)

In-Person at Barstow Community College, President’s Board Room

2700 Barstow Rd., Barstow, CA 92311

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: 8:02 a.m.

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input checked="" type="checkbox"/> Cecil Edwards	<input type="checkbox"/> Milan Stijepovic	<input type="checkbox"/>
Barstow CC	<input checked="" type="checkbox"/> Eva Bagg	<input checked="" type="checkbox"/> Jennifer Rodden	<input type="checkbox"/>
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input checked="" type="checkbox"/> Douglas Beaton	<input checked="" type="checkbox"/> Michelle Colleoc
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"/> Jacqueline Diaz	<input type="checkbox"/>
Guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. [Ⓜ]Approval of Minutes – September 5, 2023

Motioned to approve by *E. Bagg*; 2nd by *J. Youskievicz*

Passed 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 Requested

4. Guest Speakers – None

5. Consortium Director’s Report

5.1 Director’s Updates:

- *E. Rivera attended the CAEP Directors training, obtained CAEP updates and useful information and made new contacts with other directors in the state.*

5.2 CAEP Upcoming Deadlines & Other Dates –

- Oct. 20: Member Budget and Work Plan due in NOVA - Extended Deadline
- Oct. 31: Student data due in TOPSPro (Q1)
- Oct. 31: Employment and Earnings Follow-up Survey
- Nov. 17: 23/24 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- Dec. 1: July 1, 2022 to July 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium

- Dec. 1: 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
- Dec. 31: 21/22, 22/23 & 23/24 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec. 31: End of Q2

5.3 Member Program Update: Barstow Adult School - BUSD

- Total of 268 students who have registered.
- 104 who have been contacted, but have not come to CASAS test
- HSD: 100 students
- GED: 35 students
- ESL:7 students
- Graduated 7 (2 still need to post test)
- GED completers: 3 (1 needs to post test)

5.4 Member Program Update: Barstow Community College

- Exploring the development of a CTE course centered on renewable energy sources
- Progressing in the Allied Health program
- 13 students received the new BSEP certificate; overall last class improved by at least 25%.
- Adult Ed CTE open houses in Trades and Cosmetology had a great success, 7of the students have committed to transition to BCC in these program.
- GED English: 28
- GED Spanish: 5
- CUST 110: 30
- CUST 100: 32
- CBIS 101: 21
- WARE 100: 13
- IMMT 100: 3

5.5 Member Program Update: Baker Valley USD

- 30% of students are transferring to BCC
- 11 total students enrolled
- HSD: 3
- Exploring the development of Drivers Ed. course
- Exploring the development of a CTE mining program

5.6 Member Program Update: Silver Valley USD

- 100 active students
- 2 graduated and 15 are pending graduation
- Parent Square App is being used to communicate with students and having a good response
- CASAS testing daily

5.7 BCC Fiscal Agent Report:

- All invoices for July, August, and September have been processed.
- BVUSD is being held for audit at SB County
- BAS is being held for audit and 2 payments are outstanding
- SVUSD is being held for audit and 2 payments are outstanding

5.8 Marketing & Social Media Update: September 2023 by Phoenix Design

- District Members are requested to send E. Rivera material to post on social media

6. Discussion Items

6.1 Brief: DEI, and Accessibility in Adult Foundational Education – September 2023

7. Action Items - None

8. Announcements

8.1 Conferences/Webinars

- CAEP Summit 2023, Oct. 24-26 – Hilton Universal City – To Register:
<https://summit.caladulthood.org/Registration/>

8.2 2022-2023 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 1st Tuesday of the Month)

2023-2024	November 7, 2023
December 3, 2023	January 2, 2024
February 6, 2024	March 5, 2024
April 2, 2024	May 7, 2024
June 4, 2024	July 2024 - DARK

9. Adjournment: 9:23 AM

Motion to approve by *J. Youskievicz*; 2nd *C. Edwards*

Passed Unanimously



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SOCIAL MEDIA REPORT

Nov 2023

FACEBOOK PAGE SUMMARY



Reach



6,909

[View details](#)



Post engagements



374

[View details](#)



Link clicks



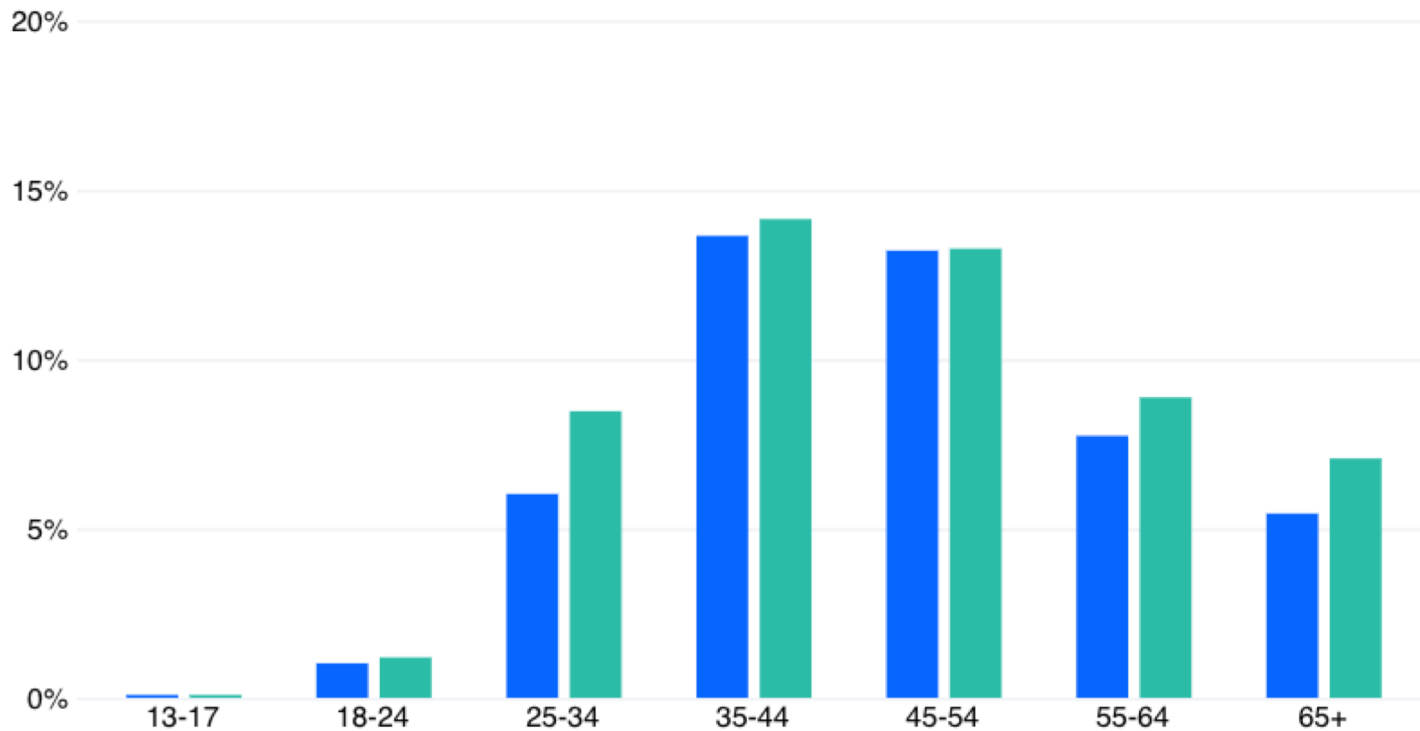
138

[View details](#)

Social Media Audience

– Gender and Age –

47.0% Women 53.0% Men



BARSTOW WEBSITE TRAFFIC



October 31, 2023	
Views	23
Visitors	10
Views Per Visitor	2.30

BARSTOW WEBSITE TRAFFIC AND PAGE PER VIEW

Posts & pages	Views
Home	67
Programs & Classes	31
Career Technical Education (CTE)	20
English as a Second Language	18
High School Equivalency – GED	11
Technology Courses	6
Contact Us	4
Member Schools	4
High School Diploma	3
Consortium Meetings	3
Consortium Documents	2
Citizenship Preparation	1
In the News	1
Diploma de secundaria	1

BARSTOW WEBSITE LINKS CLICKS

Referrers	Views
Facebook	30
Search Engines ▾	11
barstow.edu	8
WordPress Android App	3
barstowaebg-org.cdn.ampproject.org ▾	2
url-opener.com	1
afshan.shop	1
wsbcss.org/apps/pages/rop-courses	1



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SOCIAL MEDIA REPORT

Dec 2023

FACEBOOK PAGE SUMMARY



Reach



6,677

[View details](#)



Post engagements



292

[View details](#)



Link clicks



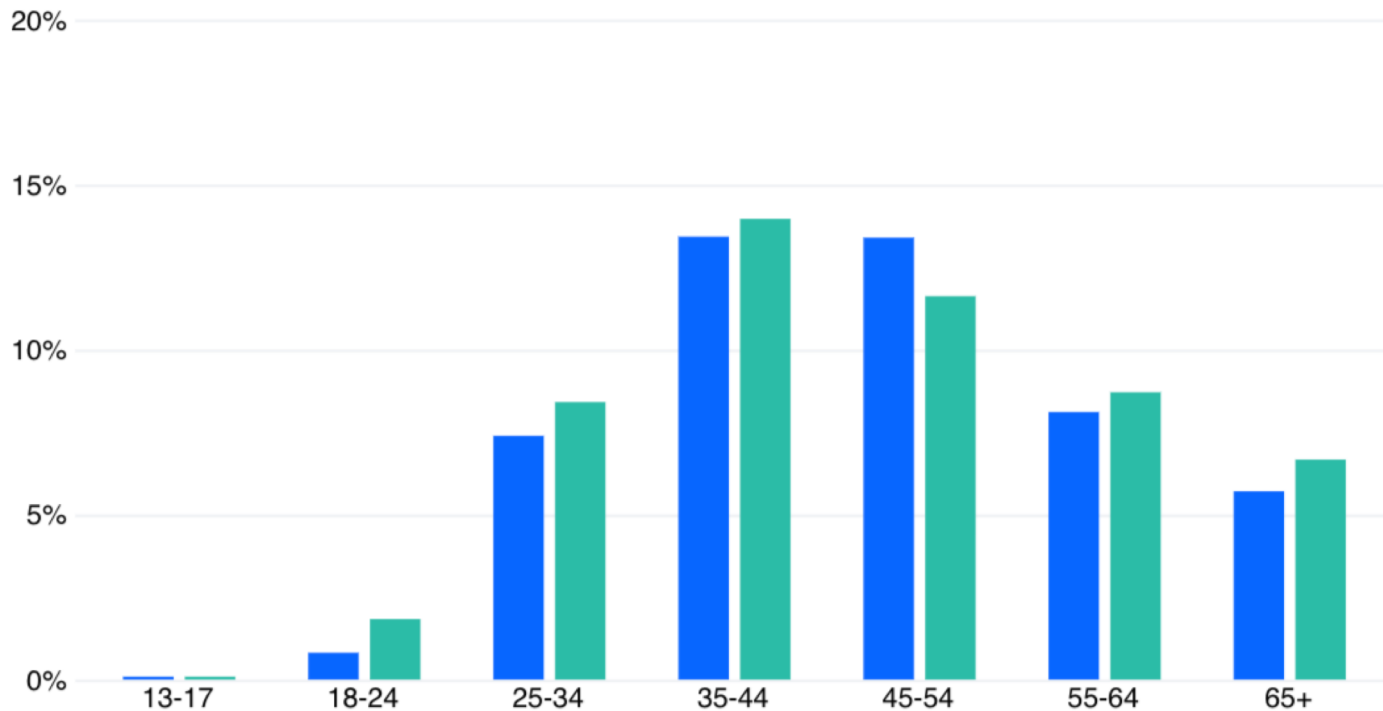
115

[View details](#)

Social Media Audience

– Gender and Age –

48.8% Women 51.2% Men



BARSTOW WEBSITE TRAFFIC



November 7, 2023	
Views	24
Visitors	10
Views Per Visitor	2.40

BARSTOW WEBSITE TRAFFIC AND PAGE PER VIEW

Posts & pages	Views
Home	80
Programs & Classes	34
Home page / Archives	16
Career Technical Education (CTE)	15
High School Equivalency – GED	13
Technology Courses	12
Consortium Meetings	9
English as a Second Language	6
High School Diploma	5
Inglés como segundo idioma	5
Member Schools	4
Contact Us	3
Consortium Documents	2
4-school-popup-busd-v2-2_hd.original	1
628bbb78759e7.image	1
Educación en carreras técnicas (CTE)	1
Casa	1

BARSTOW WEBSITE LINKS CLICKS

Referrers	Views
Facebook	43
Google Search	11
barstow.edu	5
WordPress Android App ▾	4
wsbcss.org ▾	4
caladulted.org	1



Advancing CA Adult Education

California adult education programs support adults 18 years and older to meet their educational, work, and life goals, and to ultimately be contributing, productive members of their local economy and communities. Advancing CA Adult Education is designed to be a repository of innovative, emerging, and model adult education programs throughout California that have demonstrated positive outcomes for students, agencies, and/or consortia. Model programs are reviewed and added to the repository via a nomination process and are awarded annually at the CAEP Summit. Beyond highlighting adult education programs, Advancing CA Adult Education is a source for current research and practice aligned to the state priorities, CCCCCO Vision for Success and the CDE Superintendent's Initiatives. Practitioners are also invited to connect with colleagues eager to share about their program successes either individually or via online communities of practice.

California Adult Education State Priorities

California adult education state priorities are aligned with the CCCCCO's Vision for Success goals and CDE's Adult Education Office State Plan. Below, the state priorities are defined, and examples are provided. Examples are not all-inclusive of the programs/topics that could be nominated.

Learner Transition – Moving learners along in educational, career, or other paths is one measure of how we determine success. Programs aligned to this area may focus on college and career pathways, transition supports, or counseling and support services. Some examples include short-term CTE, integrated education and training, pre-apprenticeship, bridges and boot camps, and mirrored courses.

Program Development / Curriculum / Classroom - Constant program development is at the core of building stronger and relevant consortia and agencies. Programs in this area could focus on any of the approved CAEP program areas, annual and 3-year planning, building partnerships, leveraging funding, or implementing specialized programs, such as programs built around the immigrant integration framework.

Equity - Equity is about being fair and impartial with learners, partners, and the communities we serve. Programs aligned to this area may focus on methods for building cultural awareness and responsiveness, addressing equity in the classroom, addressing the achievement gap, or creating access, success, and transfer opportunities for historically disadvantage populations.

Leadership – Leadership deals with important things leaders need to know about successfully managing a consortium or managing an adult education K-12 Adult agency or non-credit program. Programs aligned to this area might focus on regional and local policies, developing systems, supervision and management of staff, organizational change, leveraging resources, or capacity building at the consortium and local level.

Technology & Distance Learning – This state priority focuses on the integration of technology into the educational and work environments as well as the implementation of blended or distance learning programs. Programs aligned to this area might include anything relating to reaching and serving adult learners at a distance, whether synchronously or asynchronously. Programs might also relate to a technology goal(s) that agencies or consortium have identified and implemented.

Program Evaluation – Ongoing assessment of programs is at the core of building stronger and relevant consortia and agencies. Programs aligned to this area could focus on using data to inform consortia annual and 3-year planning, programming, and instruction, evaluation design, or engaging stakeholders in the evaluation process.

Marketing – Marketing programs and learner recruitment are ongoing responsibilities for consortium members. It is also vital that local communities understand and support regional consortia. Programs aligned to this area should share successful marketing strategies and practices, such as employing social media in marketing, budgeting for marketing, using data to target marketing efforts, or strategies for keeping marketing current and effective.

Advancing CA Adult Education Nomination Process

Successful CA adult education programs demonstrate equitable practices in the pursuit of student achievement, accelerating students' paths to further education, training, or employment, transitioning students to training and education at the post-secondary level, and transitioning students to family-sustaining career opportunities. The CAEP invites consortia members and partners to nominate innovative, emerging, or model programs to be recognized for the Advancing CA Adult Education Award and recognition at the annual CAEP Summit. Successful applicants will also have their stories published on the Advancing CA Adult Education site and program leadership will be invited to be peer experts within CAEP's online communities of practice. The CAEP Office, in partnership with the CAEP Technical Assistance Project (TAP), will create videos highlighting two top-scoring programs each year and the videos will be posted on the Advancing CA Adult Education site. To learn how to nominate a program and to submit an online nomination form, click on the Nomination tab.