



Barstow Area Consortium for Adult Education
Board Agenda
Barstow Community College, President's Conference Room
Thursday February 22, 2018 (2:00 p.m. – 4:00 p.m.)
([□]Materials in Board Packet)

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 BarstowAEBG@gmail.com at least two days before the meeting date.

1. [□]Approval of Minutes – January 25, 2018

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. Reports/Information Items

3.1 Coordinator's Report – Sonya Smith

- COLA Allocation – Expecting approximately \$125,000
- State AEBG Guidance Update
 - [□]AEBG Guidance – Adult Education Indirect Cost Rate
 - [□]AEBG Guidance – Three-Year Planning Cycle Extension
- Aztec Training – March 5, 2018
- Ongoing Data & Accountability Training Workshops – www.aebg.cccco.org
 - March 22: San Bernardino Valley College
 - March 23: Regional Meeting of Consortium Directors with State Leadership
- Upcoming Deadlines:
 - Feb 25: 2018 - 15/16 consortium funds - close out financial report due (old system)
 - Feb 28: Preliminary allocations for 2018-19 & 2019-20 released by this date
 - March 1 **EXTENDED TO JUNE 1**: 2016/17 & 2017/18 Member expense report entered in NOVA (Q1, Q2, Q3)
 - March 31 **EXTENDED TO JUNE 30**: 2016/17 & 2017/18 Member expense report certified by consortia in NOVA (Q1, Q2, Q3)
 - May 2 – CFAD Due (Discussion at March BACAE Board; Vote at April BACAE Board)
- Common Intake/Registration Form

3.2 Consultant Report – Mitch Rosin

- [□]LAO Report – Adult Education Analysis & Recommendations
- [□] LAO Report – Funding Supplemental Services for Low-Income and First-Generation Students
- Planning Days:

February 20 & 21, 2018	April 25 & 26, 2018	June 11 & 12, 2018
March 13 & 14, 2018	May 16 & 17, 2018	July - TBD

3.3 Fiscal Agent Report: 2015-16 Spend Down

3.4 Media Manager Report: Jorge Saucedo-Daniel

3.5 CAEAA Conference Report – Jon Bonvillain / Sonya Smith

3.6 ACCE Conference Report – Kim Young

3.7 GED Test Center Update

4. Action Items

4.1 None

5. Discussion Items

- 5.1 Plan for Ongoing Auditing – Share expense with other SB County Consortia – Meeting March 23
- 5.2 Workplace ESL Workshop with Ronna Timpa
 - Proposed dates March 14, April 18, and May 9
 - Options for training: Please see Board Packet

6. Announcements

- 6.1 Upcoming Conferences
 - March 9-10, 2018 – OTAN TDL, Napa, CA
 - March 22, 2018 – AEBG Regional Training, San Bernardino Valley College
 - March 25-28, 2018 – COABE, Phoenix, AZ
 - May 3-5, 2018 – CCAE, Fresno, CA
- 6.2 2017-18 BACAE Board Meeting Schedule (2:00 pm in BCC President’s Conference Room):

March 15, 2017	May 17, 2017	July – No Meeting
April 26, 2017	June TBD per Guidance	August – TBD
- 6.3 Feb 28 – Preliminary Allocations Released for 2018-19 & 2019-20
- 6.4 Annual Plan Retreat Date – June 11 & 12, 2018
- 6.5 WASC – Fall 2018 deadline: April 30, 2018

7. Closed Session

8. Adjournment