



Barstow Area Consortium for Adult Education
 Board **AGENDA**
 Barstow Community College, Administration Conference Room
 Thursday, October 24, 2019 (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 erivera@barstow.edu at least two days before the meeting date.

Call to Order: p.m.

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Ronda Tremblay	<input type="checkbox"/> Eric Huynh	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Karen Kane	<input type="checkbox"/> Pattie Granados
			<input type="checkbox"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input type="checkbox"/> Carrie O’Neal
Silver Valley	<input type="checkbox"/> Jeff Youskievicz	<input type="checkbox"/> Michael Cox	<input type="checkbox"/>
Consortium Staff	<input type="checkbox"/> Elena Rivera		

1. stApproval of Minutes – August 15, 2019 & September 26, 2019
 Motion to approve by; 2nd 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. Consortium Director’s Report

4.1 Guest Presentation

- Stephanie Houston, Ed.D., Assistant Superintendent Innovation & Engagement Branch,
 San Bernardino County Superintendent of Schools

4.2 a. CAEP Deadlines - Upcoming

October 2019

Oct 30: 19/20 Member Program Year Budget and Work Plan certified by Consortia in NOVA

Oct 31: Student data due in TOPSPro (Q1)

December 2019

Dec 1: 2017/18 and 2018/19 and 2019/20 Member Expense Report due in Nova (Q1)

Dec 1: July 1, 2018 to June 30, 2019 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium

Dec 31: 17/18 and 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q1)

Dec 31: End of Q2

January 2020

Jan 31: Student Data due in TOPSPro (Q2)

- b. Community Stakeholder Summit – Report Out
 - October 23, 2019: 2:00-4:00 pm @ BCC’s PAC
- c. CAEP Director’s Summit Sept. 27, 2019 - Sacramento, CA – Report Out
 - CAEP Office Update
- d. SB County CAEP Directors’ Networking Meeting – Oct. 10, 2019 – Ontario – Report Out
 - Data to Improve Performance
- 4.2 Member Program Update: BAS
- 4.3 Member Program Update: BCC
- 4.4 Member Program Update: BVUSD
- 4.5 Member Program Update: SVUSD
- 4.6 Marketing & Social Media Update: Phoenix Design
- 4.8 BCC Fiscal Agent Report: 2019-20

5. Discussion Items – None

6. Action Items – None

7. Announcements

7.1 2019-20 BACAE Board Meeting Schedule (2:00 pm in BCC President’s Conference Room):

October 24, 2019	December 12, 2019
November 20, 2019	January 23, 2019

7.2 Upcoming Conferences

- CAEP Summit Oct 29-30, 2019 Anaheim, CA
- NCTN Nov 11-13, 2019 Boston, MA
- CAEP State Training Nov 21, 2019 San Bernardino Valley College
- CCAE Palm Springs Conference Nov 22-23, 2019 Palm Springs, CA

7.3 BACAE Work Group Meetings

- a. November 14, 2019: 3:00-5:00 @ SVUSD
- b. January 9, 2020: 3:00-5:00 @ BCC
- c. March 12, 2020: 3:00-5:00 @ BUSD

8. Adjournment: p.m.

- Motion by ; 2nd by