



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Tuesday, August 12, 2020 (2:00 p.m. – 4:00 p.m.)

(stMaterials in Board Packet)

DUE TO COVID-19, THIS MEETING WILL BE HELD ON ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE

ZOOM URL: <https://cccconfer.zoom.us/j/99901365261>

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"/> Cecil Edwards	<input type="checkbox"/> Eric Huynh	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Karen Kane	<input type="checkbox"/> Pattie Alaimalo
			<input type="checkbox"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<input type="checkbox"/>
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"/> Mitch Rosin	<input type="checkbox"/> Jackie Diaz

1. stApproval of Minutes – June 23, 2020

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 a. CAEP Deadlines - Upcoming

- August 2020

Aug 1: Student Data due in TOPSPro (Q4) FINAL - **COMPLETED**

Aug 15: Annual Plan for 2020-21 **APPROVED** in NOVA

- September 2020

Sep 1: 18/19 and 19/20 Member Expense Report due in NOVA (Q4)

Sep 1: July 1, 2019 to June 30, 2020 program area expense estimates in NOVA

Sep 30: 18/19 & 19/20 Member Expenses certified by Consortia in NOVA (Q4)

Sep 30: 20/21 Member Program Year Budget and Work Plan due in NOVA

Sep 30: End of Q1

- October 2020

Oct 30: 20/21 Member Program Year Budget and Work Plan certified by Consortia in NOVA

Oct 31: Student data due in TOPSPro (Q1)

- December 2020

Dec 1: July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium

Dec 1: 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1)

Dec 31: 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1) / Dec 31: End of Q2

4.2 a. CAEP Guidance

- [☒]CAEP: 2020-2021 Annual Plan Memo
- [☒]CAEP: Data and Accountability Webinar PPT for 2020-2021
- [☒]CAEP: 2020-2021 Final Allocations by Consortia
- [☒]CAEP: 2020-2021 Combined Final Allocations
- [☒]CAEP: 2019-2020 BOY Letter (August 2019) – Used for FY Closeout

4.3 Consortium Director Updates

4.4 Member Program Update: BAS

- S. Godfrey:

4.5 Member Program Update: BCC

- E. Bagg:

4.6 Member Program Update: BVUSD

- C. Edwards:

4.7 Member Program Update: SVUSD

- J. Youskievicz:

4.8 BCC Fiscal Agent Report

- P. Alaimalo:

4.9 [☒]Marketing & Social Media Update: Phoenix Design

- Phoenix Design:

5. Discussion Items

5.1 CASAS Remote Testing Requirement

6. Action Items

6.1 [☒]Approve 2020-2021 BACAE MOU – Change to text in signed version from AEBG to CAEP

6.2 [☒]Approve 2020-2021 BACAE Annual Plan

