



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Monday, February 22, 2021 (4:00 p.m. – 6:00 p.m.)

([Ⓜ]Materials in Board Packet)

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

ZOOM URL: <https://barstow-edu.zoom.us/j/94538921984>

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: 4:00 p.m.

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 checked="" type="checkbox"/> Herbert English
			<input checked="" type="checkbox"/> Pattie Alaimalo
			<input checked="" type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Jeff Malan	<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 checked="" type="checkbox"/> Mitch Rosin	<input checked="" type="checkbox"/> Jackie Diaz

1. [Ⓜ]Approval of Minutes – January 19, 2021

Motion to approve by S. Godfrey; 2nd by E. Bagg

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 CAEP Deadlines – Upcoming

January 2021

- Jan 31: Student Data due in TOPSPro (Q2) - COMPLETED

February 2021

- Feb 28: Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- Mar 1: 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- Mar 1: Close out of 18/19 Member Funds due in NOVA
- Mar 31: 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- Mar 31: Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- Mar 31: End of Q3

April 2021

- Apr 30: Student Data due in TOPSPro (Q3)

- 4.2 Governor's Preliminary Budget for 2021-22
- Preliminary Budget Released February 10, 2021
BACAE 2020-2021 = \$926,679
BACAE 2021-2022 = \$940,578 (COLA increase of \$13,899)
- 4.3 CAEP Webinar: NOVA 2018-2019 Close-Out
- Due March 1, 2021, in NOVA as part of Q2 Fiscal Submission
- 4.4 CAEP Guidance: Program Fee Policy Reminder
- 4.5 CAEAA: Conference Report Out
- CDE Update
- Legislative Update
- CAEP Update
- 4.6 Consortium Director Updates: BACAE Working Group met on Feb. 11, where M. Rosin presented "Innovation and Leadership: Theory to practice for Adult Educators." Next Working Group session will be March 11 at 4pm. The next three months the discussion will be on Equity, Social Justice and Systemic Racism. BACAE Student Workshop was held on Thursday, Feb. 3 via Zoom conducted by Career Institute to share about their partnership with PG&E and other local business to have paid internship program for adults ages 18 to 24 to gain employment experience. AE counselors are busy meeting with AE and ESL students in transitioning to BCC and creating educational plans. Our bilingual counselor has also stepped to help translate Student Services fliers into Spanish to reach out to more students. BACAE Stakeholders meeting will be held on March 25, 2021 at 2pm, as an open invitation. It will be to faculty, staff, and administrators to hold a discussion of what direction BACAE should follow for 2021-2022 coming out of the pandemic.
- 4.7 Member Program Update: BAS – M. Colleoc shared there are 285 students enrolled; 187 in the High School Diploma; and 98 in the GED prep. There have been 6 graduates thus far. Students continue to complete units every week.
- 4.8 Member Program Update: BCC - E. Bagg shared planning sessions are being held to identify the location and building of the new Innovation & Entrepreneur Center which will target and support adult learners. There are two non-credit certificates, Trades Technician and Customer Services Skills that will hopefully be approved by the Chancellor's office by fall 2021. An ESL Student Support Services Virtual Open House was held on February 19 and it was well attended and successful. There were six presentations to the students to share about programs and services available to BCC students. Digital Literacy is now available to ESL student offered by faculty via the TLSC Center. There is a new Basic Skills instructor and class at Ft. Irwin. Aztec Software will be used to supplement instruction. BCC is waiting for specific direction from the Ft. Irwin Education Office to develop the logistical needs to support the instruction and class/testing schedule.
- 4.9 Member Program Update: BVUSD – C. Edwards reported he is currently recovering. They continue to reach out to the community to expand the Adult Ed. program and Baker Valley.

- 4.10 Member Program Update: SVUSD – B. Scott shared they have an enrollment of 102. They have been receiving many referrals from M. Colleoc and students from the Barstow Area. They building a stronger partnership with Ft. Irwin and reaching out to military spouses to expand the ESL program. They are using social media and being creative to connect with students. Testing students has been challenging as many don't make their scheduled appointments.
- 4.11 BCC Fiscal Agent Report – P. Alaimalo reported all March invoices have been processed for payment and sent via Jet Mail. All District Members have redeemed all warrants.
- 4.12 Marketing & Social Media Update: Phoenix Design

5. Discussion Items

- 5.1 Data Integrity Reports

6. Action Items – NONE

7. Announcements

7.1 Conferences

- March 11, 2021: ACCE – Virtual
- March 21 – 24, 2021: COABE – Virtual
- March 3, 2021: CCAOE – Virtual
- April 21 – 23, 2021: CCAE – Virtual
- April 30 – May 1, 2021: Career Non-Credit Education Institute – Virtual
- June 14 – 16, 2021: CASAS – Virtual

7.2 2020-2021 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 3rd Tuesday of the Month)

2021
March 16, 2021 – CFAD Review
April 20, 2021 – CFAD Vote
May 18, 2021
June 15, 2021 – Annual Plan Retreat

7.3 BACAE Working Group Meetings (Zoom)

2021
March 11, 2021
April 8, 2021
May 13, 2021

8. Adjournment: 4:50 p.m.

Motion to approve by S. Godfrey; 2nd by E. Bagg