



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Tuesday, November 30, 2021 (2:00 p.m. – 4:00 p.m.)

(\*Materials in Board Packet)

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

**Meeting URL:** <https://barstow-edu.zoom.us/j/98526252439> **Meeting ID:** 985 2625 2439

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](mailto: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"/>	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/>	<input type="checkbox"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input type="checkbox"/> Michelle Colleoc
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"/> Jackie Diaz	<input type="checkbox"/>

1. <sup>st</sup>Approval of Minutes – October 19, 2021

Motion to approve by ; 2<sup>nd</sup> 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. Guest Speaker – Dr. Helga Wild

5. Consortium Director’s Report

5.1 Director’s Update

5.2 CAEP Deadlines – Upcoming

- Dec. 01: July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec. 01: 19/20, 20/21 & 21/22 member Expense Report Due in NOVA (Q1)
- Dec. 31: 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec. 31: End of Q2
- Jan. 31: Student Data due in TOPSPro (Q2)
- Feb. 28: Preliminary allocations for 2022-23 and 2023-24 released by this date.
- Mar. 1: Member expense report is due in NOVA
- Mar. 31: 19/20 and 20/21 and 21/22 Member Expense Report certified by Consortia NOVA (Q2)
- Mar. 31: End of Q3

- Apr. 30: Student Data due in TOPSPro (Q3)
- May 2: CFAD for 2022-23 due in NOVA
- Jun 1: 20/21 and 21/22 Member Expense Report due in NOVA (Q3)
- Jun 30: 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q3)
- June 30: End of Q4

5.2 TTA Update:

5.3 <sup>h</sup>CAEP Updates:

- CAEP Summit 2021 Report

5.6 Member Program Update: BAS

5.7 Member Program Update: BCC

5.8 Member Program Update: BVUSD

5.9 Member Program Update: SVUSD

5.10 BCC Fiscal Agent Report

5.11 <sup>h</sup>Marketing & Social Media Update: Phoenix Design

## 6. Discussion Items

6.1 Upcoming 3-Year Plan Inquiry

## 7. Action Items - None

## 8. Announcements

8.1 Conferences

- CAEAA State Conference: February 3, 2022, 10:00am - Virtual
- COABE National Conference: April 10-13, 2022 – Seattle, WA

8.2 2020-2021 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 3<sup>rd</sup> Tuesday of the Month)

<b>2021-2022</b>
December 21, 2021
January 18, 2022
February 15, 2022
March 15, 2022
April 19, 2022 – CFAD Vote
May 17, 2022 – 3-Year Plan Draft
June 21, 2022 – Annual Plan Retreat

9. Adjournment: p.m.

Motion to approve by ; 2<sup>nd</sup> by