



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, January 18, 2022 (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/98376844123> **Meeting ID: 983 7684 4123**

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: 2:04 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"/> Terri Walker
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<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"/> Jackie Diaz	<input type="checkbox"/>

1. [Ⓜ]Approval of Minutes – November 30, 2021

Motion to approve by *E. Bagg*; 2nd by *C. Edwards*

Passed Unanimously

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 – None

5. Consortium Director’s Report

5.1 Director’s Update *E. Rivera reviewed how to log on into NOVA and enter data in the Instructional Hours and Expenses by Program Area reports.*

5.2 CAEP Deadlines – Past & 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: *E. Rivera last met with Ryan de la Vega in December 2021. Next meeting is scheduled for February 2022. In December 2021, E. Rivera met with the TTA leadership regarding about the experience with the TTA program and support. E. Rivera stated is has been beneficial and would like for it to continue.*
- 5.3 ³CAEP Updates: - CAEP Webinar: Three-Year Plan in NOVA – Dec. 8, 2021
- 5.6 Member Program Update: *BAS has 122 students enrolled, 86 in the High School diploma program and 36 in GED preparation, 24 students have been enrolled and are scheduled to take CASAS. M. Colleoc has completed GED certification to be the testing administrator for BAS. First GED test session is scheduled for January 29th 2022.*
- 5.7 Member Program Update: *BCC is working on increasing student enrollment in the non-credit CTE certificate classes for the spring semester. In the fall semester, BCC had 72 adult ed. students complete CTE non-credit classes as follows: 22 in Customer Services; 18 in Trade Technician; 13 in Cal OSHA Forklift Operations; 19 in Digital Literacy. Adult Ed. is looking into adding subtitles in Spanish to the CTE non-credit Customer Service class videos to engage ESL students. The AE department is collaborating with the Greater High Desert Chamber of Commerce to assist with job search for AE students. Their workforce development representative will be meeting with students twice a month starting in March. BCC AE is now providing GED preparation in Spanish in the TLSC. ESL has returned to Adult Education and in collaboration with Dr. Jennifer Rodden, will open an ESL Success Center. CASAS testing is resuming for ESL non-credit student as of January 10, 2022. BCC AE will partner with other departments to host an open house on April 30, 2022 for potential students to tour the college and have a STEAM family activity.*
- 5.8 Member Program Update: *BVUSD has 4 students currently signed up, however, some students are struggling to continue with their classes. Students are being offered additional hours at their employment. The AE team is currently strategizing on how to bring in more students. For example, how to offer morning and evening classes to accommodate those who work different shifts.*
- 5.9 Member Program Update: *SVUSD has had 6 students graduate. Currently, there are 173 students enrolled in AE but it has been a great challenge to have the students CASAS tested. Although remote testing and in-house testing is offered, students are not keeping their appointments or have a variety of barriers. At this time, there are 10 students enrolled in ESL. The student lab is now open 7 days a week to accommodate student needs.*
- 5.10 BCC Fiscal Agent Report: *All of January invoices have been paid. Baker has December check outstanding. C. Edwards will have it cleared immediately, delay due to resignation of CBO.*

5.11 Marketing & Social Media Update: Phoenix Design – Nov. 21, 2021 to Dec. 18, 2021

6. Discussion Items

6.1 3-Year Plan Inquiry results will be presented to the BACAE Board in March 2022

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 / 3rd Tuesday of the Month)

2021-2022
December 21, 2021 - CANCELLED
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: 3:00 p.m.

Motion to approve by C. Edwards; 2nd by B. Scott

Passed Unanimously



BARSTOW
AREA
CONSORTIUM
FOR **ADULT** **EDUCATION**

SOCIAL MEDIA REPORT

Jan - Feb 2022

FACEBOOK PAGE SUMMARY

Page Views

January 14 - February 10

47

Total Page Views ▼13%

Post Reach

January 14 - February 10

3,948

People Reached ▼34%

Post Engagement

January 14 - February 10

212

Post engagement ▼27%

Social Media Audience

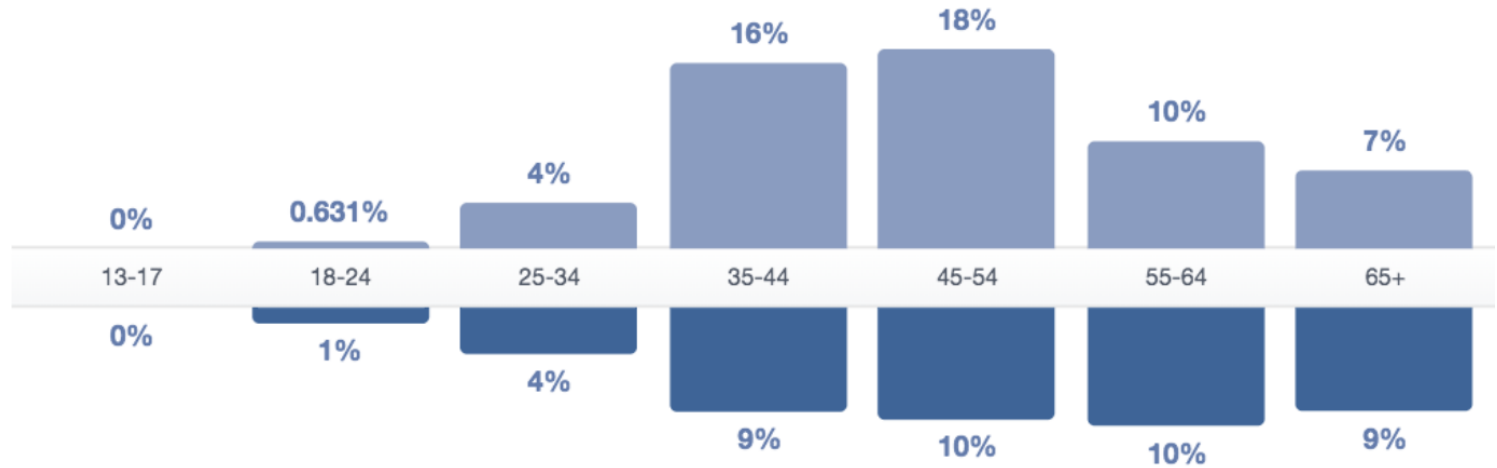
– Gender and Age –

Women

■ 55%
People Reached

Men

■ 44%
People Reached



Social Media Audience

– Language Group –

Language	People Reach...
English (US)	2,214
Spanish	1,497
Spanish (Spain)	125
English (UK)	31
French (France)	18
Portuguese (Brazil)	17
Arabic	16
Vietnamese	10
Thai	5

Simplified Chinese (Chi...	5
Italian	4
Russian	2
Armenian	2
Khmer	2
German	2
Korean	2
Bengali	2

BARSTOW WEBSITE TRAFFIC



FEBRUARY 8, 2022

- 👁️ VIEWS 42
- 👤 VISITORS 20
- > VIEWS PER VISITOR 2.10















BARSTOW WEBSITE TRAFFIC AND PAGE PER VIEW

Stats for 30 days ending February 11, 2022 (Summarized)

Title	Views		
Home	126		
Programs & Classes	39		
High School Equivalency – GED	28		
Contact Us	27		
Career Technical Education (CTE)	16		
Inglés como segundo idioma	15		
English as a Second Language	13		
Technology Courses	7		
Consortium Meetings	7		
High School Diploma	6		
Consortium Documents	4	Escuelas miembros	3
		Member Schools	2
		Equivalencia de educación secundaria – GED	1
		Preparación para la ciudadanía	1
		Consortium Newsletters	1
		Citizenship Preparation	1

BARSTOW WEBSITE LINKS CLICKS

Stats for 30 days ending February 11, 2022 (Summarized)

Referrer	Views
  Facebook	95
  Search Engines	39
 WordPress Android App	13
 barstowaebg-org.cdn.ampproject.org	... 11
 barstow.edu	... 5
 caladulted.org	... 1
  WordPress.com Reader	1
 essaytags.com	... 1
 isitenonrepeat.com	... 1
  Instagram	1