



Barstow Area Consortium for Adult Education

Board **MINUTES**

Barstow Community College, Administration Conference Room

Tuesday, June 7, 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/92619861144> **Meeting ID: 926 1986 1144**

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: 2:05 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 type="checkbox"/> Terri Walker
Barstow AS	<input checked="" type="checkbox"/> Scott Godfrey	<input type="checkbox"/>	<input checked="" type="checkbox"/> Michelle Colleoc
Silver Valley	<input checked="" type="checkbox"/> Jeff Youskievicz	<input type="checkbox"/> Brice Scott	<input type="checkbox"/>
Consortium Staff	<input checked="" type="checkbox"/> Elena Rivera	<input checked="" type="checkbox"/> Jackie Diaz	<input type="checkbox"/>
Guest	<input checked="" type="checkbox"/> Ryan de La Vega		

1. [Ⓜ]Approval of Minutes – May 3, 2022

Motion to approve by *S. Godfrey*; 2nd by *J. Youskievicz*

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 stated she is working with District Members to reconcile with NOVA. Final CAEP allocations will be entered into the next meeting agenda.*

5.2 CAEP Deadlines – Past & Upcoming

- Jun 1: 20/21 and 21/22 Member Expense Report due in NOVA (Q3) - COMPLETED
- Jun 30: 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q3) - COMPLETED
- June 30: End of Q4
- July 15: Student Data due in TOPSPro (Q4) FINAL - COMPLETED
- Aug. 1: Employment and Earnings Follow-up Survey
- Sept. 1: 20/21 and 21/22 Member Expense Report due in NOVA (Q4)

- Sept. 1: July 1, 20221 to June 30, 2022 expenses by program area due (estimates only) in NOVA
- Sept. 14: Annual Plan for 2022-23 due in NOVA (Extended for 2022)
- Sept. 30: 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q4)
- Sept. 30: End of Q1
- Oct. 30: 22/23 Member Program Year Budget and Work Plan due in NOVA (Extended for 2022)
- Oct. 31: Student data due in TOPSPro (Q1)
- Oct. 31: Employment and earnings Follow-up Survey
- Nov. 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA (Extended for 2022)

5.2 TTA Update: *Ryan de la Vega will continue to work with the Consortium Director until Dec. '22*

5.6 Member Program Update: BAS

- *Currently 136 High School Diploma students are enrolled.*
- *45 High School Equivalency students enrolled.*
- *26 graduates, including an 83 year old community graduate.*
- *Barstow Adult School will be open through June 30th for existing students*

5.7 Member Program Update: BCC

- *3-year plan will be completed.*
- *ESL Success Center is now open.*
- *2nd probation cohort has successfully completed.*
- *Ft. Irwin SDEV summer class has started.*
- *CTE Noncredit classes haves started for summer session.*
- *Adult Ed. will be outreaching every Thursday this summer.*

5.8 Member Program Update: BVUSD

- *Summer planning for enrollment.*
- *Currently planning to bring in GED preparation in Spanish.*
- *Future plans to also implement a Customer Service Course.*

5.9 Member Program Update: SVUSD

- *Successful graduation and completing the rest of the school year.*
- *Plans to start summer school for enrolled students.*

5.10 BCC Fiscal Agent Report

- *All June invoices have been processed for payment.*
- *BAS has 2 outstanding warrant for the month of April and May.*

5.11 Marketing & Social Media Update: Phoenix Design – May 2022

- *Approval for the Phoenix Design Contract (please see 7.2 for motion).*
- *Request to meet with Sanders regarding updating features for our social media and website.*

6. Discussion Items

6.1 Update: 3-Year Plan 2022-2025

- *Reviewing the draft Helga has provided before submitting.*

➤ *Collect data from the consortium to update from the launch board.*

6.2 2022-2023 Annual Plan – In progress, it will be submitted into NOVA on June 20th. District Members are requested to approve in NOVA.

7. Action Items – None

7.1 [Ⓜ]Approval of BACAE 2022-2023 MOU

Motion to approve by S. Godfrey ; 2nd by J. Youskievicz

7.2 [Ⓜ]Approval of Contract for Phoenix Design for the 2022-2023 FY (\$12,500 managed by BCC)

Motion to approve by J. Youskievicz ; 2nd by C. Edwards

7.3 [Ⓜ]Vote to approve amended CFAD per Governor’s revised budget

Moved to the following board meeting.

8. Announcements

8.1 Conferences

- CASAS Summer Institute: June 13 to 16, 2022 – San Diego (In-person & Virtual)
- 2022 GED Annual Conference Registration: July 13-15 – Atlanta, GA
- CAEP Annual Summit – 5th Annual SBC Super-Consortia Regional Professional Day – San Bernardino – 9am to 2pm
- CAEP Summit 2022 – Oct. 25-28 - Virtual

8.2 2022-2023 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 1st Tuesday of the Month)

2022-2023	
August 2, 2022	February 7, 2023
September 6, 2022	March 7, 2023
October 4, 2022	April 4, 2023
November 1, 2022	May2, 2023
December 6, 2022	June 6, 2023
January 3, 2023	

9. Adjournment: 3:14 p.m.

Motion to approve by C. Edwards; 2nd by J. Youskievicz



2022-23 Preliminary Allocation \$1,015,601
 May Revise \$11,860
Final 2022-23 Allocation \$1,027,461

Agency	2021-22 CFAD	% of Allocation	Portion of COLA based on % of Allocation	2022-23 CFAD
Baker Valley Adult School Total	\$67,495	7%	\$830	\$71,922
Barstow Community College Total	\$318,189	33%	\$3,914	\$339,062
Barstow Adult School Total	\$356,757	37%	\$4,388	\$380,161
Silver Valley Adult School Total	\$221,768	23%	\$2,728	\$236,316
		100%		
TOTAL	\$964,209			\$1,027,461

