



Barstow Area Consortium for Adult Education

Board **AGENDA**

Barstow Community College, Administration Conference Room

Tuesday, September 5, 2023 (8:00 a.m. – 10:00 a.m.)

([Ⓜ]Materials in Board Packet)

In-Person at Silver Valley, Alternative Education Center

33525 Ponnay St., Daggett, CA 92327

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:

Attending:	Voting Member	Voting Member	Attendee
Baker Valley	<input type="checkbox"/> Cecil Edwards	<input type="checkbox"/> Milan Stijepovic	<input type="checkbox"/>
Barstow CC	<input type="checkbox"/> Eva Bagg	<input type="checkbox"/> Jennifer Rodden	<input type="checkbox"/>
Barstow AS	<input type="checkbox"/> Scott Godfrey	<input type="checkbox"/> Douglas Beaton	<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"/> Jacqueline Diaz	<input type="checkbox"/> Katherine Matta
Guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. [Ⓜ]Approval of Minutes – August 9, 2023
Motioned 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. Guest Speakers – None

5. Consortium Director’s Report

5.1 Director’s Updates:

5.2 CAEP Upcoming Deadlines & Other Dates –

- Sept. 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q4) - COMPLETED
- Sept. 1: 22/23 Certification of allocation Amendment is due in NOVA - COMPLETED
- Sept. 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sept. 30: 23/24 Member Program Year Budget and Work Plan due in NOVA**
- Sept. 30: End of Q1
- Oct. 30: 23/24 Member Program Year Budget and Work Plan certified by Consortia in NOVA

- Oct. 31: Student data due in TOPSPro (Q1)
- Oct. 31: Employment and Earnings Follow-up Survey
- Dec. 1: July 1, 2022 to July 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec. 1: 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
- Dec. 31: 21/22, 22/23 & 23/24 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec. 31: End of Q2

- 5.4 Member Program Update: BAS
- 5.5 Member Program Update: BCC
- 5.6 Member Program Update: BVUSD
- 5.7 Member Program Update: SVUSD
- 5.9 BCC Fiscal Agent Report:
- 5.10 [Ⓜ]Marketing & Social Media Update: June 2023 by Phoenix Design

6. Discussion Items

- 6.1 [Ⓜ]CAEP 2023-2024 Beginning of Year Letter
- 6.2 [Ⓜ]AB 1491 Timeline 2023-2025
- 6.3 [Ⓜ]CAEP AB 1491 FAQ February 2023
- 6.4 [Ⓜ]CAEP Webinar – Budget Workplan and Quarterly Expenditure Reports – 08.18.23

7. Action Items - None

8. Announcements

- 8.1 Conferences/Webinars
 - CAEP Summit 2023, Oct. 24-26 – Hilton Universal City – To Register:
<https://summit.caladulthood.org/Registration/>
- 8.2 2022-2023 Board Meeting Dates (2:00 pm – 4:00 pm via Zoom / 1st Tuesday of the Month)

2023-2024	September 5, 2023
October 3, 2023	November 7, 2023
December 3, 2023	January 2, 2024
February 6, 2024	March 5, 2024
April 2, 2024	May 7, 2024
June 4, 2024	July 2024 - DARK

9. Adjournment: Motion to approve by ; 2nd