



Barstow Area Consortium for Adult Education
Board **AGENDA**

Tuesday, April 2, 2024 (8:00 a.m. – 10:00 a.m.)
(*Materials in Board Packet)

In-Person at Barstow Adult School
720 E. Main St., Barstow, CA 92311

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"/> Milan Stijepovic | <input type="checkbox"/> Mike Esposito | <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"/> Deanna Swearingen | <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"/> |
| Guests | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1. *Approval of Minutes – March 5, 2024

Motioned to approve by ; 2nd

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 –

- Mar. 31: End of Q3
- Apr. 30: Student Data due in TOPSPro (Q3)
- Apr. 30: Employment and Earnings Follo-up Survey
- May 2: CFAD for 2024-25 due in NOVA
- June 1: 21/23 and 23/24 Member Expense Report due in NOVA (Q3)
- June 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3)

- June 30: End of Q4
- July 15: Student Data due in TOPSPro (Q4) FINAL
- Aug. 15: Annual Plan for 2024-25 due in NOVA

5.4 Member Program Update: Barstow Adult School – BUSD

5.5 Member Program Update: Barstow Community College

5.6 Member Program Update: Baker Valley USD

5.7 Member Program Update: Silver Valley USD

5.9 BCC Fiscal Agent Report: April 2024 by Phoenix Design

6. Discussion Items

6.1 None

7. Action Items –

7.1 Approve Barstow Community College as Fiscal Agent for the 2023-2024 Fiscal Year

7.2 Approve 2024-2025 CFAD Allocation & COLA



| | |
|---------------------------------------|--------------------|
| 2024-25 Preliminary Allocation | \$1,111,920 |
| FY 24-25 Proposed COLA | \$8,450 |
| Proposed 2024-25 Allocation | \$1,120,370 |

| Agency | 2024-25 CFAD | % of Allocation | Portion of COLA based on % of Allocation | 2024-25 CFAD |
|----------------------------|--------------------|-----------------|--|--------------------|
| Baker Valley Adult School | | | | |
| Total | \$77,834 | 7% | \$592 | \$78,426 |
| Barstow Community College | | | | |
| Total | \$366,934 | 33% | \$2,789 | \$369,722 |
| Barstow Adult School | | | | |
| Total | \$411,410 | 37% | \$3,127 | \$414,537 |
| Silver Valley Adult School | | | | |
| Total | \$255,742 | 23% | \$1,944 | \$257,685 |
| | | 100% | | |
| TOTAL | \$1,111,920 | | | \$1,120,370 |

8. Announcements

8.1 Conferences/Webinars

- CA Community College Association for Occupational Education Spring Conference (CCCAOE), April 24-26, 2024, In-Person in Sacramento, CA. Registration no yet open.

- California Council for Adult Education State Conference (**CCA**E), **May 9-11, 2024**, In-Person at Anaheim Marriott. Registration not yet open.
- **CASAS** National Summer Institute – **June 17-20, 2024** – in person at Hyatt Regency Orange County, CA. To Register: <https://www.casas.org/training-and-support/SI>
- **GED** Conference, Specific Dates TBD (July 2024), Long Beach, CA. Registration no yet open.

8.2 2023-2024 Board Meeting Dates (8:00 am – 10:00 am via Zoom/1st Tuesday of the Month)

2023-2024 – Dates & Locations

| |
|-------------------|
| May 7, 2024 - SV |
| June 4, 2024 - BV |
| July 2024 - DARK |

8.3 Working Group Meetings for AE Administrators via Zoom

| | |
|-----------------------------|-----------------------|
| April 11, 2024 – 3pm to 5pm | Data Review |
| June 13, 2024 – 3pm to 5pm | 2024-2025 Annual Plan |

8.2 Working Group Meetings for AE Staff (3:00 pm to 5:00 pm)

| | |
|-----------------------------|-------------------|
| Barstow Adult School | May 16 & 22, 2024 |
| Silver Valley Alt. Ed. Ctr. | May 23, 2024 |
| Baker Valley | TBD |

9. Adjournment: Motion to approve by ; 2nd