



# Capital Adult Education Regional Consortium

## Meeting Minutes October 7, 2015

### ➤ **Members & Partners Present:**

Alejandro Ramos, Principal, Washington USD  
Alyson Collier, Program Coordinator, Center Joint USD  
Butch Wagner, Principal, Amador USD  
Casandra Issaka, Library Associate, Sacramento Public Library Authority  
Charlie Linebarger, Principal, Folsom Cordova USD  
Christine Smith, Director, Natomas USD  
Connie Lee, CAERC Director, Sacramento COE  
David Publicover, Executive Director, El Dorado COE  
Gary Sutherland, Principal II, El Dorado COE  
Grace Sauser, Principal, Davis Joint USD  
Holly Clark, CAERC Administrative Assistant, Sacramento COE  
Jackie White, Adult School Administrator, Twin Rivers USD  
Dr. Jamey Nye, Associate Vice Chancellor of Instruction, Los Rios Community College District  
Jennifer Barrett, Elk Grove USD  
John Fleischman, CAERC Co-Chair, Assistant Superintendent, Sacramento COE  
Dr. Joyce Hinkson, Director, Sacramento County Office of Education  
Lori Perez, Coordinator of College and Career Readiness and Transitions, Yolo COE  
Lynn Bartlett, Principal, Sunrise Tech Center, San Juan USD  
Dr. Matt Perry, Assistant Superintendent, CRANE  
Maysua Chervunkong, Workforce Development Analyst, SETA  
Mia Funk, Director, Career Technical Education, San Juan USD  
Renee Collins, Director of CTE, Washington USD  
Robert Lemmon, Director, Galt Joint UHSD  
Dr. Sue Lorimer, CAERC Co-Chair, Vice Chancellor of Education and Technology, Los Rios Community College District  
Dr. Susan Lytle Gilmore, Director, Adult Education, Sacramento City USD

- **Welcome:** Sue Lorimer, Ed.D., Vice Chancellor of Education and Technology, Los Rios Community College District  
John Fleischman, Assistant Superintendent of Technology Services

Members and Partners introduced themselves and were welcomed by Sue L.

### ➤ **Approval of September 2, 2015 Meeting Minutes**

- Minutes from the September 2, 2015 Member/Partner Meeting were reviewed.
- Grace Sauser requested a correction to the third bullet under AB 86 Legislative Updates and Information Items. It currently reads that SB 725 suspends the high school exit examination. That is incorrect. SB 725 only exempted the class of 2015. SB 172 is the legislation that suspends the high school exit exam for 2 years and grandfathers in students back to 2004. SB 172 is still pending on the Governor's desk.

- On a motion by Sue Gilmore and seconded by Charlie Linebarger, the amended September minutes were approved. Motion carried unanimously.
- Approved September 2<sup>nd</sup> minutes will be posted on the CAERC website at [www.capitaladulthood.org](http://www.capitaladulthood.org).

## ➤ Workgroup Updates

- Regional Asset Map Workgroup
  - The goal of the Regional Asset Map is to allow staff, faculty, students and partners to quickly and easily identify who the adult education providers are and where to access the services available in the region.
  - A workgroup update and presentation were provided by Lynn Bartlett and Andrea Willis, Director of Internet and Media Services, which included a Regional Asset Map website mock-up.
- AEBG State Summit
  - Grace Sauser reported on behalf of the K-12 adult educators who attended the summit. After networking with other consortia, CAERC is ahead of the game. Representatives from the State and Federal WIOA presented. The main emphasis of their presentation was that it's all about workforce preparation; not just educating but educating with purpose to either get into the workforce or advance in the workforce. The summit was a huge success and staff walked away feeling very confident about the progress CAERC has made.
  - Jayme Nye reported to the group on behalf of Torence Powell, Associate Vice President of Instruction for Cosumnes River College. The highlights of the day for Torence included the creative use of technology for digital badges and advances in cyber security.
- Sacramento News and Review Publication Outreach
  - The goal of this 12 page publication is to showcase CAERC. Distribution will be in December.
  - Logos from members and partners are due by October 13, 2015.
  - Some students, members and partners will be interviewed by SN&R.
  - The publication will be paid for out of the planning grant extension funds.
  - Inserts from SN&R into the Sacramento Bee will be explored with the new funds for marketing/outreach.
- Fiscal Allocation Workgroup
  - Fiscal allocation models were presented to the group such as seat time model, benchmark model and formula-based grant model. The workgroup decided to move forward with a formula-based grant model.
  - Before knowing the consortium allocation, percentage allocations were assigned to the different priorities. Originally it was decided that 72% would go towards growing/rebuilding programs. Now that the consortium allocation is known, percentages needed to be shifted.
  - The workgroup came up with the following new percentages; Priority 1: Rebuilding programs – 81%, Priority 2: Pathways and Alignment – 9%, Priority 3: Student Support Services – 1%, Priority 4: Data and Accountability – 4%. 5% immediately comes off the top for indirect and fiscal agent.
  - Possible funding formulas were discussed. The workgroup will review the options and decide which formula-based model to move forward with at the next workgroup meeting.

## AEBG Deliverables

- The AEBG 3-year Amended Plan and the AEBG Annual Plan are both due November 2, 2015. No extensions are allowed. Signatures are required on all the plans prior to submitting. The group decided to collect signatures from the members now and then email everyone prior to using and receive email authorization to use their signature.
- There is a new AEBG website at <http://aebg.cccco.edu>
- Members spent time during the meeting working on Objectives 1 and 2 of the 3-Year Amended Plan.

➤ **Upcoming Meetings**

- A meeting calendar was distributed to all present. Please check the CAERC website, [www.capitaladulthood.org](http://www.capitaladulthood.org), for most up-to-date calendar.

➤ **AEBG Legislative Symposium**

- Neil Kelly asked SCOE to host a Legislative Symposium on October 16, 2015.
- The AEBG office invited the following consortia: CAERC, Contra Costa, Stanislaus Mother Lode, Sierra Joint and North Alameda.
- The purpose of the event is for Legislative Staff, Department of Finance and the LAO to understand the consortia, how they vary from region to region, what the challenges are and what the successes are.
- Key people from the Assembly Education Committee, Assembly Higher Education Committee, Office of the Pro Tem, Senate Education Committee, Senate Office of Research, Budget Committee staff, LAO staff, Department of Finance staff, CDE and the Chancellor's Office will be in attendance.
- 4 or 5 CAERC representatives will be selected once the agenda is finalized.

➤ **Approval of Governance Plan**

- Signatures for the Governance Plan were collected. The plan will be emailed and votes will be collected electronically due to time constraints of the AEBG timeline.

➤ **Public Comment**

- There were no public comments.