



Capital Adult Education Regional Consortium

Meeting Minutes November 5, 2014

➤ **Members & Partners Present:**

Alyson Collier, Program Coordinator, Center Joint USD
Brian Broadway, Business and Community Liaison, Sacramento Job Corps
Christine Thomas, Dean of Student Services and Enrollment Management, Cosumnes River College
Connie Lee, CAERC Director, Sacramento COE
Dale Van Dam, Dean of Instruction, Folsom Lake College
David Rydquist, Director of Adult & Residential Services, Alta California Regional Center
Grace Sauser, Principal, Davis Joint USD
Holly Clark, CAERC Administrative Assistant, Sacramento COE
James Woods, Director, El Dorado COE
Jodie Cooper-Hoffman, Director, Natomas USD
John Fleischman, CAERC Co-Chair, Assistant Superintendent, Sacramento COE
Karen Malkiewicz, Principal, Elk Grove USD
Ken Vanderford, Adult Education Administrator, Natomas USD
Louise Stymeist, Project Manager, Capital Region Academies for the Next Economy (CRANE)
Margo Sterling, President, Sacramento ESL Program
Marla Miller, Director, Twin Rivers USD
Rhonda Koff, Vice Principal, Folsom Cordova USD
Stephanie Allen, Literacy Coordinator, Sacramento Public Library Authority
Dr. Sue Lorimer, CAERC Co-Chair, Vice Chancellor, Education and Technology, Los Rios Community College District
Dr. Susan Lytle Gilmore, Director, Adult Education, Sacramento City USD
Dr. Tammy Montgomery, Associate Vice President of Instruction and Learning Resources, American River College
Wilda Benamati, California Department of Developmental Services

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

Members and Partners were introduced and welcomed by Sue L.

➤ **Approval of October 1, 2014 Meeting Minutes**

- Minutes from the October 1, 2014 Member Meeting were reviewed by members only. Once minutes are approved, they will be posted on the CAERC website, www.capitaladulthood.org, where partners can view them.
- On a motion by Sue Gilmore and seconded by Jodie Cooper-Hoffman, the October Member minutes were approved.

➤ **AB 86 Update and Informational Items**

- The Guidelines for the Workforce Innovation and Opportunity Act (WIOA) will be out in January, 2015. Full transition to WIOA is scheduled for July 1, 2016.
- Jeff Frost, a lobbyist with Frost, Davis and Donnelly, presented at the recent CATESOL conference and offered his view of the key adult education issues that lie ahead for 2015:
 - Factors where there is likely agreement:
 - Presumption of overall funding level - \$500 million
 - State fiscal agent - CCC (with potential agreement to develop JPA with CDE related to apportionments)
 - Funding rate per student - CCC non-credit rate of \$2,812
 - State-level factors still under discussion:
 - Decision between state-level funding formula or allowing funding determination to be made by regional consortia
 - Determine basis for funding distribution.
 - Regional funding and program issues still under discussion:
 - State or Local Funding Model – Shall LEA funding be determined by the state or by the regional consortium fiscal agent?
 - Fund Distribution – Shall funding be sent automatically to LEAs or be based on regional consortium decisions?
 - LEA Overhead Costs – What specific costs should be allowable for districts to charge adult programs under the new program model?
 - If overall funding is inadequate to meet all needs how, should the funds be disbursed?
 - Start Up & Growth – If the fund distribution is at state level, how should we fund start up programs and growth needs under the new funding model?
 - Accountability – What accountability structures should be developed to monitor student growth, progress, and success? Are structures beyond CASAS needed or warranted?
 - Professional Development – How should professional development and student support services be provided?
- Senate Bill 173 has the following key provisions:
 - Requires CDE and the Chancellor's Office to issue assessment and policy guidelines to be used for purposes of student placement.
 - Requires CDE and the Chancellor's Office to issue policy recommendations to the Legislature regarding an accountability system.
 - Requires CDE and the Chancellor's Office to issue recommendations on adult education fees.
 - Requires Chancellor's office, in conjunction with CDE, to annually report the numbers and types of non-credit courses being taught and the number of students being served
 - Requires The Commission on Teacher Credentialing and the Academic Senate for Community Colleges to jointly develop and submit recommendations to specified policy and fiscal committees of the Legislature for modifying or establishing reciprocity standards for instructors of adult education courses by July 1, 2016.

➤ **CAERC Summit II Evaluation**

- A summary of the Summit II evaluations was distributed for review. Overwhelmingly the

- comments were very positive.
- Summit II was the last Summit planned for this year.

➤ **January Monthly Meeting Date**

- The monthly meeting for January is currently scheduled for January 7, 2015. The group was asked if moving it back a week would be more convenient for members/partners since the meeting currently falls the Wednesday after a two-week school break. Feedback and availability was mixed. Final decision on the January meeting date to be determined.

➤ **Invoicing and Expenditure Report**

- No invoices have been received from CAERC members to date.
- If money is not needed by a member agency, please let Sue L. know. The monies can be repurposed elsewhere in the grant.
- Members will be asked to complete a form at the December 3, 2014 meeting stating: 1) Yes we need the \$18,000; 2) We only need a portion of the \$18,000; or 3) We do not need any of the \$18,000.
- In the spring the consortium would like to bring groups of people together to start working on curriculum alignment, assessment alignments, etc. If monies aren't needed by member districts, the money could be used to pay for staff/faculty time to attend those meetings.

➤ **CAERC Subcommittee Work**

- An updated CAERC report is due in December.
- The October report was 312 pages.
- The November Subcommittee schedule was distributed. Dates of meetings will be added to the calendar on the CAERC website.
- November will be spent updating and refining Objectives 3, 4 and 5. Many costs were left TBD. Objective 5 asked for evidence-based practices. Costs and evidence-based practices will be something subcommittees will work on in November.
- The goal of subcommittee work is also to identify ways to integrate plans and infuse Apprenticeship concepts across the program areas.
- Objective 6 needs are to identify specific professional development needs for the five program areas.
- The Corrections Roundtable will continue development of the regional plan for inmates and former inmates in the region.
- The October report will have a draft watermark added and be turned into a PDF. It is not for wide distribution at this point. It is a living document that will be updated as needed.
- An additional coversheet will be added to the October report prior to distribution, which will allow for comments from staff within our member/partner organizations. A comment section will also be added to the website to allow for feedback from the public.

➤ **Work Session: Collaborate and Address Objective 7**

- OTAN, a SCOE adult education project and CAERC partner, was used to illustrate possible contributions to support the regional consortium. Examples of services or knowledge that could be shared include use of various communication tools, database design and development, methods for sharing online and blended learning courses, and professional development related to using technology with adult learners.
- Members and partners split into three workgroups and worked on Objective 7 for Program

Areas 1 & 2. The outcomes are listed on the Objective 7 document at <http://bit.ly/1vLBbYL>

Meeting adjourned at 3:33 p.m.

➤ **Items to work on before next meeting**

- Please attend subcommittee meeting. The dates and locations of all meetings can be found on the CAERC website calendar.