



Meeting Minutes March 1, 2023

➤ **Members:**

Angela Hatter, Sacramento City USD
Angela Rodriguez, Elk Grove USD
Carey Buchanan, El Dorado COE
Carla Slowiczek, CAERC/Sacramento COE
Casandra Keitges, Sacramento Public Library
David Rodriguez, Natomas USD
Dr. Jamey Nye, Los Rios CCD
Kelly Hunkins, Amador County USD
Kiu Chuong, CAERC/Sacramento COE
Michelle O'Camb, SETA
Dr. Nancy Herota, CAERC/Sacramento COE
Patricia Black, CAERC/Sacramento COE
Patricia Oliva, CAERC/Sacramento COE
Renee Collins, Sacramento COE
Richard Judge, San Juan USD
Rhonda Balmain, Folsom Cordova USD
Stephanie Groat, Washington USD
Dr. Sue Gilmore, Sacramento City USD
Tanya Praest, Twin Rivers USD

➤ **Welcome:** Patricia Oliva, CAERC Director

The meeting started at 1:12 pm. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Nine voting members were present at time of roll call (Amador, El Dorado COE, Folsom Cordova, Los Rios, Natomas, Sacramento City, Sacramento COE, San Juan, and Twin Rivers). Elk Grove and Washington arrived after the roll call. This met the requirements of a quorum as stated in the Governance Plan. With a quorum established, CAERC business proceeded as usual.

Partners Sacramento Public Library and SETA were also present for the meeting.

➤ **Approval of March 1, 2023, Meeting Agenda**

- The agenda for the March 1, 2023, meeting was reviewed.
- On a motion by Sue Gilmore and seconded by David Rodriguez the March 1, 2023, agenda was approved (12 in favor, 0 against).

➤ **Approval of February 1, 2023, Meeting Minutes**

- Minutes from the February 1, 2023, Consortium meeting were reviewed.
- On a motion by Sue Gilmore and seconded by Tanya Praest, the February 1, 2023, minutes were approved (13 in favor, 0 against).
- Approved February 1, 2023, minutes will be posted on the CAERC website at www.caerc.org.

➤ **California Adult Education Program Updates and Deliverables**

- February 28, 2023 – Preliminary Allocations for 2022-23 and 2023-24 released by this date
- March 1, 2023 – 20/21, 21/22-, and 22/23-Member Expense Report due in NOVA (Q2)
- March 31, 2023 – 20/21, 21/22-, and 22/23-Member Expense Report certified by Consortia in NOVA (Q2)
- March 31, 2023 – End of Q3
- April 30, 2023 – Student Data Due in TOPSPro (Q3)
- April 30, 2023 – Employment and Earnings Follow-up Survey Due

➤ **Select Topics**

Fund G 21-22 Reallocation

- After reviewing the reports from fiscal year 2021-22, one member could not spend their entire allocation, and these funds will be reallocated to members. During our last budget meeting members voted to split the \$36,019 unspent funds from Elk Grove equally between members who opt-in. Members have been notified they have until June 30, 2023, to spend these additional funds.

Fiscal Year 23-24 State Allocation

- Our state allocation is going up to \$14,370,934. This reflects the 8.13% COLA (Cost of Living Adjustments) that is part of the governor's budget proposal that was announced back in January. The 8.13% is a proposed COLA and has not yet been approved. We are still waiting for confirmation that it will happen and hope to hear that news in late June or early July.

California Adult Education Students Succeed Nomination

- OTAN (Outreach and Technical Assistance Network) invites nominations of California adult education learners who are successful because of the education received at adult education agencies for the California Adult Education Students Succeed program. The program honors outstanding students who are adults with significant life responsibilities, who have made positive contributions to the community, established and met life goals by attending an adult education program, improved the life situations of self and others, and overcome difficult circumstances to pursue adult learning experiences. The program recognizes the hard work that outstanding adult education students have completed in the pursuit of their personal, academic, and professional goals and aspirations.
- To nominate a student please visit the [OTAN website](#) by the April 1, 2023, deadline.

Member and Partner News, Updates, and Challenges

- Folsom Cordova has been going through the WASC process this week. Rhonda Balmain has been preparing for WASC for the past 18 months. The WASC visit went very well and Folsom Cordova received glowing comments and recommendations.
- Dr. Herota asked if there are ways of collaborating with the K12 system to share a counselor, or other needed positions, with them for those members who do not have counselors on staff. Angela Hatter commented that there may be some districts that are willing to do that, but at Sacramento City the standing line is that they must be self-sufficient.
- A few members expressed their frustration with trying to hire teachers due to the requirements needed to be an adult ed teachers. Someone might be willing to teach, but they are not willing to go through the credentialing process. Dr. Nye asked if adult education has a legislative advocacy day or group. The group answered that there is a legislative day coming up and is hosted by CCAE (California Council for Adult Education). He suggests looking at the law regarding pay and credentials, proposing a change, and finding a sponsor for it. This is how they get changes made within the community college district. Dr. Gilmore suggested that Assemblymember Kevin McCarty could be an option.
- Members should have received an e-mail from Nakisha Woods or Patricia Bradshaw regarding adult education legislative day advocacy opportunities. If someone did not receive it and would like it, please reach out to Patricia Oliva.
- SETA is holding a public service meeting for the Refugee Support Service program for the new 3-year planning cycle. It will be held online on Monday, March 6, 2023, at 9:00am.
- Kelly Hunkins thanked EDCOE for giving Amador all their curriculum to be able to start their jail program in Amador County.
- Renee Collins shared that she received an email yesterday from a new principal in Nevada County who happened to be one of the WASC visiting members at Folsom Cordova and he is interested in joining Canvas based off recommendations from some of the other WASC members.
- Tanya Praest shared that she will be hiring a new guided learning specialist at Twin Rivers to focus on high school and workforce prep. This person has to have both an admin credential and a PPS credential and the position will be posted next month. Rhonda Balmain is interested in hiring a similar position at Folsom Cordova.
- EDCOE shared that they were approved for WIOA (Workforce Innovation and Opportunity Act) II (Workforce Innovation and Opportunity Act) funding. Their ESL (English as a Second Language,) (English as a Second Language,) program is overfull, and they have had to add Saturday cohorts to accommodate students.

➤ **Upcoming Meetings and Events**

- [OTAN's TDLS](#), In-Person and Virtual, March 3-4, 2023, Chula Vista
- [COABE Conference](#), In-Person, April 2-5, 2023, Atlanta, GA
- [CCAIE State Conference](#), In-Person, April 13-15, 2023, Oakland
- [CASAS Summer Institute](#), In-Person, June 12-15, 2023, Garden Grove
- [CAEP TAP Webinars](#):
 - ✓ [TE Employment & Earnings Survey](#), March 9, 2023, 11:00am to 12:30pm
 - ✓ [Bay Area Regional Training – Adult Education: Using Data to Explore and Improve Equity and Impact in Adult Education](#), Face to Face Workshop, March 24, 2023, 10:00am to 3:00pm

✓ [TOPSpro Enterprise Overview](#), March 30, 2023, 11:00am to 12:30pm

➤ **Upcoming CAERC Meetings**

- Consortium Level Activities and Director's Workgroup, Friday, March 10, 2023, 9:00am – 11:00am, Online
- CAERC Data & Accountability Meeting, Thursday, March 16, 2023, 1:00pm – 3:00pm, Online
- CAERC Network of Transition Navigators Meeting, Friday, March 17, 2023, 10:00am – 12:00pm, Online
- CANCELLED - CAERC Business Meeting, Wednesday, April 1, 2023
- CANCELLED - CAERC Working Meeting, Wednesday, April 1, 2023

➤ **Other Items for Discussion or Distribution**

- There were no items for discussion or distribution.

➤ **Public Comments**

- There were no public comments.

➤ **Adjournment**

- On a motion by Sue Gilmore and seconded by Tanya Praest, the March 1, 2023, consortium meeting adjourned at 2:02 p.m. (14 in favor, 0 against).