



Meeting Minutes April 3, 2024

➤ **Members:**

Alicia Ramos, Galt Joint UHSD
Angela Rodriguez, Elk Grove USD
Carey Buchanan, El Dorado COE
Carla Slowiczek, CAERC/Sacramento COE
Carly Shearer, Alta CA Regional Center
Casandra Keitges, Sacramento Public Library
Clifton Carley, Sacramento City USD
David Rodriguez, Natomas USD
Diana Griffin, Amador County USD
Grace Sauser, Davis Joint USD
Dr. Jamey Nye, Los Rios CCD
Jane Ross, Sacramento COE
Joe Schallberger, Galt Joint USD
Kiu Chuong, CAERC/Sacramento COE
Laura McCrary, Futures Explored
Laurelle Mathison, Twin Rivers USD
Matt Strinden, San Juan USD
Dr. Nancy Herota, CAERC/Sacramento COE
Patricia Black, CAERC/Sacramento COE
Patricia Oliva, CAERC/Sacramento COE
Renee Collins, Sacramento COE
Rhonda Balmain, Folsom Cordova USD
Richard Judge, San Juan USD
Rob Kinder, Davis Joint USD

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

The meeting started at 10:06 am. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Nine voting members were present at the time of roll call (Amador, El Dorado COE, Elk Grove, Folsom Cordova, Los Rios, Natomas, Sacramento City, Sacramento COE, and Twin Rivers). Davis and San Juan 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 from Alta CA Regional Center, Futures Explored, Sacramento COE, and Sacramento Public Library were also present at the meeting.

- **Approval of April 3, 2024, Meeting Agenda**
 - The agenda for the April 3, 2024, meeting was reviewed.
 - On a motion by Carey Buchanan and seconded by Davis Rodriguez the April 3, 2024, agenda was approved (12 in favor, 0 against).

- **Approval of February 7, 2024, Meeting Minutes**
 - Minutes from the February 7, 2024, consortium meeting were reviewed.
 - On a motion by David Rodriguez and seconded by Laurelle Mathison, the February 7, 2024, minutes were approved (13 in favor, 0 against).
 - Approved February 7, 2024, minutes will be posted on the CAERC website at www.caerc.org.

- **California Adult Education Program Updates and Deliverables**
 - April 30, 2024 – Student Data due in TOPSPro (Q3)
 - April 30, 2024 – Employment and Earnings Follow Up Survey
 - May 2, 2024 – CFAD for 2024-25 due in NOVA
 - June 1, 2024 – 22/23 and 23/24 Member Expense Report due in NOVA (Q3)
 - June 30, 2024 – 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3)
 - June 30, 2024 – End of Q3

- **Select Topics**
 - **Consortium Fiscal Administration Declaration (CFAD)**
 - The Governor’s proposed COLA for 2024-25 is 0.76%, but when the final budget is released in mid-May this COLA may disappear. Once the State finalizes their budget, Kiu Chuong and Patricia Oliva will let members know what their allocation will be for 2024-25.
 - Renee Collins asked what happens if we don’t receive a COLA for 2024-25?
 - Members would receive, at minimum, their 2023-24 base amount. An allocation amendment would be done for any carryover money at the consortium level. If there happens to be a negative COLA, there will need to be discussions on how to handle it.

 - **Galt – Capital Outlay Request**
 - Galt Joint USD and the Galt Adult School would like to install a 6 ft rod iron fence with gate to separate the adult ed program from the rest of the campus and help control the flow of traffic onto the school site. Currently, adult ed students come onto the Estrellita High School campus during normal school hours to complete coursework. Even though signs are posted, students may roam onto the high school campus while school is in session. The approximate project cost is \$34,779 and will be split between the district and the adult school.

 - **Co-Chair Update**
 - SCOE is growing and they have been reassigning departments to new administrators to balance the workload. Due to this Dr. Herota will no longer be a CAERC co-chair and Jackie White, Assistant Superintendent for Court and Community Schools and CTE, will be taking her place.

Member and Partner News, Updates, and Challenges

- There is a Perkins Advisory Meeting scheduled for April 15, 2024, at 12:00pm at Elk Grove's CTI center.
- The CAERC newsletter is finished and will be distributed by the end of this week or early next week.
- ELL Healthcare funds have been received and will be distributed soon. The MOU is in the process of being signed and will be distributed to San Juan and Elk Grove soon.
- Please send graduation dates to Patricia Oliva and Carla Slowiczek. They plan to attend as many graduations as possible.
- CAERC is working with Christi Fee at SCOE regarding reentry. The goal is to give reentry students the opportunity to access high school equivalency opportunities. A zoom meeting will be scheduled to discuss more details.
- The Natomas board approved expanding the CTE/Cosmetology program to adult ed. It will be open to everyone, but there is already a waitlist.
- At CAJ the pharmacy clerk IET program started this week. There will be a career fair held at CAJ on April 25, 2024. At McClaskey there will be a plant sale on April 19, 2024.
- Alta will be hosting a job fair in Yuba City on April 23, 2024, from 10:00am to 1:00pm.
- San Juan is hosting U.S. Citizenship info sessions and they have been very well attended. They will be hosting a job fair in May at Sunrise Tech Center.
- Elk Grove's Gerber academic programs are winding down and they're getting ready for graduation. Their jail programs have been busy with modernizing the programs. They have a truck driver vendor that will be working with inmates. Culinary and auto shop teachers have been hired, but they still need a welding teacher. They are expanding their healthcare programs with the ELL healthcare grant.
- Davis has 2 graduates for the year so far. They just started a brand-new evening ESL intermediate advanced multi-level class. Grace Sauser announced that Davis has eliminated the adult school principal position for next year and her last day with Davis will be June 30, 2024. Rob Kinder will be taking over her position along with his other duties.
- Galt has a welding program in the works for next fall.
- Amador has partnered with their local library to offer a dual citizenship prep class.
- Laura McCrary with Futures Explored oversees a college program that helps adults with disabilities transition from high school to college. This semester she has 4 students graduating and 1 transferring to Sacramento State.
- Renee Collins shared that Canvas Renewals were sent out via OTAN in February. If you have not submitted your renewal yet, please get it submitted. Canvas license costs will be covered with OTAN's contract, so if an agency has been hesitant to sign up because of costs, please reach out to aecanvas@scoe.net. OTAN has many positions that need to be filled and more details can be found [here](#).
- The Sacramento Public Library has 6 tutors ready to start tutoring in the jails. Laura Martinez has started teaching ESL classes at Elk Grove. For their HSE learners enrolled in GED or HiSet the library has been able to cover the costs of their tests. They've had 15 career online high school diploma graduates since last September. They've had 262 graduates since 2014. The library offers lots of different special events and their [website](#) is always up to date on what's being offered.

- Folsom Cordova is having a job fair on their campus on April 11, 2014. They will also be hosting Explore Rancho Cordova on April 25, 2024. They are still trying to figure out their IET Bridge Class and how they can improve it and make it work for their school. They've been piloting Hy Flex classes, but it has not been going great. They are not giving up though and would appreciate any tips or tricks.

➤ **Upcoming Meetings and Events**

- [Managing CAEP Data in ASAP](#) - Training April 18, 2024 - SCOE
- [CCCAOE Spring Conference 2024](#), April 23-26, 2024 – Sacramento
- [CCA State](#), May 9-11, 2024 – Anaheim
- [CASAS Summer Institute](#), June 17-20, 2024 – Orange County
- [CAEP TAP Webinars](#)
 - [Overview: TOPSpro Enterprise](#), Thursday, April 25, 2024, 11:00am – 12:30pm

➤ **Upcoming CAERC Meetings**

- Director's Workgroup, Friday, April 12, 2024, 9:00am – 11:00am, SCOE, Board Room
- Managing CAEP Data in ASAP, Thursday, April 18, 2024, 10:00am – 3:00pm, SCOE, Mather Room
- CAERC Network of Transition Navigators Meeting, Friday, April 19, 2024, 9:30am – 11:30am, Sunrise Tech Center
- Budget and Director's Workgroup, Friday, May 10, 2024, 9:00am – 11:00am, Cancelled
- CAERC Data & Accountability Meeting, Thursday, May 16, 2024, 1:00pm – 3:00pm, SCOE, Room C
- CAERC Network of Transition Navigators Meeting, Friday, May 17, 2024, 9:30am – 11:30am, SCOE, Room B

➤ **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 David Rodriguez and seconded by Carey Buchanan, the April 3, 2024, consortium meeting adjourned at 11:05 am. (14 in favor, 0 against)