



Meeting Minutes

February 5, 2025

➤ **Members:**

Carla Slowiczek, CAERC/Sacramento COE
Clifton Carley, Sacramento City USD
David Rodriguez, Natomas USD
Diana Griffin, Amador County USD
Donald Hill, El Dorado COE
Jackie White, CAERC/Sacramento COE
Dr. Jamey Nye, Los Rios CCD
Joe Schallberger, Galt Joint UHSD
Kiu Chuong, CAERC/Sacramento COE
Laura McCrary, Futures Explored
Laurelle Mathison, Twin Rivers USD
Dr. Marla Clayton Johnson, Sacramento City USD
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
Stephanie Groat, Washington USD

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

The meeting started at 10:01 am. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Eight voting members were present at the time of roll call (Amador, Davis, Galt, Los Rios, Natomas, Sacramento City, Sacramento COE, and San Juan). Folsom Cordova, Twin Rivers, and Washington arrived after the roll call. El Dorado COE and Elk Grove were unable to attend the meeting and submitted their votes electronically. This met the requirements of a quorum as stated in the Governance Plan. With a quorum established, CAERC business proceeded as usual.

Partners from Futures Explored were also present at the meeting.

➤ **Approval of February 5, 2025, Meeting Agenda**

- The agenda for the February 5, 2025, meeting was reviewed.
- On a motion by David Rodriguez and seconded by Richard Judge the February 5, 2025, agenda was approved (13 in favor, 0 against). [El Dorado COE and Elk Grove submitted their vote electronically in favor of approving the agenda.]

➤ **Approval of December 11, 2024, Meeting Minutes**

- Minutes from the December 11, 2024, consortium meeting were reviewed.
- On a motion by Rob Kinder and seconded by Joe Schallberger the December 11, 2024, minutes were approved (13 in favor, 0 against). [El Dorado COE and Elk Grove submitted their vote electronically in favor of approving the agenda.]
- Approved December 11, 2024, minutes will be posted on the CAERC website at www.caerc.org.

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

- February 28, 2025 – Preliminary allocations for 2025-26 and 2026-27 released by this date.
- March 1, 2025 – 22/23, 23/24, and 24/25 Member Expense Report due in NOVA (Q2)
- March 31, 2025 – End of Q3
- March 31, 2025 - 22/23, 23/24, and 24/25 Member Expense Report certified by Consortia in NOVA (Q2)
- April 30, 2025 – Student Data due in TOPSPro (Q3)
- April 30, 2025 – Employment and Earnings Follow-up Survey

➤ **Select Topics**

Safe and Inclusive Environment

- Jackie White shared that SCOE is remaining committed to safe and inclusive environments. They are following the attorney general very closely to see what information and protocols he is putting out. They are working with leaders within the SCOE system to remain calm and focused on the work that needs to be done and continue that work unless they are directed or advised otherwise by legal and fiscal. Some of the federally funded programs are concerned about participating in DEI activities and fiscal is adamant that we should be able to partially fund those people who may be participating in an activity. As any changes become official SCOE will guide staff on how to respond.
- Dr. Jamey Nye shared that Los Rios has a similar stance. The biggest question they're getting is what if ICE comes to their campus? They've done a lot of communication on this including more signage, red cards, creating a video, and having a webinar. The message is very simple: call the Los Rios police. In their district they have a rave alert if this were to happen, and it would let students and staff know ICE is on campus.
- Superintendent Gordon has met with area superintendents regarding ICE protocols. They've provided training for all site leaders on how to respond to ICE. No staff should get in the way of an officer, but they can say that we do not consent. They are working to bring in some local organizations to help staff know how to better support families.
- Los Rios has had some questions surrounding data security and records. They felt like they had too many staff that had access to that information and have now locked the information down further, limited who has access, and trained staff on new protocols. They've increased "employees only beyond this point" signage around campus anywhere the public is not allowed. While ICE is allowed on campus since it's a public space, they are not allowed in employee areas without a warrant. There are 4 different types of warrants, but only one of those allows someone to come into a non-public space. The system is having a debate on whether a classroom is a public space, but Los Rios is saying a classroom is not a public space.

- Laura McCrary asked if classrooms are being locked? No, sometimes doors are locked based on a faculty members preference though. Dream Centers are also offered to support undocumented students.
- Dr. Marla Clayton Johnson asked if Jackie White could share the step-by-step process SCOE has come up with in case it doesn't get passed down by their superintendent. Jackie is happy to share that info.
- Patricia Oliva asked the group if enrollment has shifted for anyone.
 - El Dorado COE is having problems with ESL students showing up to class, but they are not sure if it's specific to the current environment.
 - Sacramento City is also seeing lower ESL attendance.
 - Natomas has seen lower numbers as well, but they think it's due to a combination of the flu, changing seasons, and ICE.

Federal Funding Pause

- Jackie White shared that all districts are fiscally solvent. The advice they're receiving from fiscal, and the state is there are some realities about what the executive orders have the authority to do. Even if there is an executive order that stays, districts and LEAs should have time to work through the process.
- Los Rios is mostly state funded, but they do have some programs that are federally funded. They did draw down some of their federal funds.
- Rhonda Balmain asked if anyone has heard anything regarding refugee grants. The consensus from the group is no. Los Rios has some grants in process that may have a slight delay, but it shouldn't be much.

CAERC Reallocation

- Kiu Chuong thanked the members for turning their reports and numbers in. As of quarter 2 all members are spending down their money and there is no CAERC reallocation at this time. 80% of funds need to be spent by June 30, 2026, and no member can have more than 20% carryover.

Member and Partner News, Updates, and Challenges

- Folsom Cordova classes are very full, especially the HSE/HSD classes. They currently have a short wait list. CTE and medical programs are going great and the partnership with CAL Regional has been wonderful. The only problem they have is figuring out the IET piece. ESL lower-level classes are really full, but the higher-level classes have openings.
- CAERC is coordinating a field trip to Grossmont Adult Education to visit their Allied Health Program. This will happen on April 29, 2025. If anyone is interested in joining, please contact Patricia Oliva.
- San Juan's classes are mostly full, especially beginning/lower-level ESL. The classes that are full currently have wait lists. They've also had a lot of refugees from Highlands come through their doors. Highlands recently changed their policy that students now must physically come to class, but they don't have the space. Richard Judge is talking to the superintendent's cabinet about changing their graduation credit requirement to 130 from 220. There are plans to restart the ECE/paraeducator program next year and it will be open to everybody.
- El Dorado COE has their initial WASC visit tomorrow, February 6th. The next enrollment period for their Medical Assistant cohort has 34 prospective students. The jail center was approved to become a Pearson Vue test center.

- Galt has a new woodshop class that is bursting at the seams. They've placed a bilingual paraeducator in their citizenship class. They are considering hosting a Spanish for English speakers' class in the fall.
- Amador will be doing their initial WASC visit in April. They are also starting an instructional assistant class in April. They are doing a K16 grant with their school district for a medical pathway to include medical assistant and phlebotomy. A citizenship class started this week in partnership with the local library.
- Futures Explored works with adults with disabilities. They've seen an increase in their college programs with 35 students between Los Rios, Sacramento State, and Sierra College. They've been working on policies with ICE and different grants. In terms of employment, they're supporting individuals trying to get their GED.
- Carla Slowiczek shared that the winter/spring infographics have been posted to the [Capital Adult Ed](#) website. Changes to the slide decks that accompany our promo posters were due yesterday. She will be working on updated QR codes for the term. The ESL curriculum development group is working on a COAPP for OSHA (intermediate/low level ESL) and will be meeting this Friday at SCOE. CAERC is partnering with OTAN to host a Canvas Summit on May 9th at SCOE, more details to come. Patricia Oliva reminded the group we changed the May 9th director's workgroup to May 14th. Kiu Chuong reminded the group that next Friday is our budget workgroup and fiscal staff are highly encouraged to attend.
- Things are going well at Davis. They are doing WASC at 2 different schools. They are continuing to see increases in both ESL and HSE/HSD programs. Despite some staff turnover, they're fully staffed at the moment. Rob Kinder oversees dual enrollment for the whole district for K12 and their growing. Not just in students participating, but also in credits being earned and pass rates.
- Renee Collins shared that CDE is pushing through Ed code changes. The current Ed code says students need to be 18+ but will be changing to 17+ if the student has graduated. CAEP Tap is working on a written expenditure plan review. Anyone with a 20% carryover will have technical assistance provided to them. There are 2 awards currently accepting nominations – [Students Succeed](#), open through March 21, and [Advancing California Adult Education Programs](#), open through May 30.
- Twin Rivers is preparing for a WASC mid-cycle report. They opened a new satellite at one of their elementary schools and the class is growing. They separated their literacy class into a pre-literacy and literacy class and starting the pre-literacy class has had some challenges. So far, they are on target to have the same number of graduates this year.
- Washington has a waitlist for HSD classes and their ESL classes have seen a drop in student attendance. They were looking at opening a satellite at one of their school sites, but this has been paused. The construction NCCT program is struggling a little bit with a significant drop in enrollment which is partially due to a change in teachers. CCAE Northern section is hosting their awards tonight and will also be hosting PD in Shasta on March 13-14.
- Natomas is moving right along and has had no major changes.
- Sacramento City has submitted their COE accreditation and has resolved 271 non-compliance issues. Sacramento City USD is facing a large deficit, and some realignment has had to be done within adult ed including laying off four staff members. Enrollment numbers have doubled since October. Clifton Carley is being awarded tonight along with two of their IET teachers. McClaskey is preparing for another plant sale on Friday, April 25th from 10am to 1pm. They will also have an open house on March 5th.

➤ **Upcoming Meetings and Events**

- [CAEAA Conference](#) - February 6-7, 2025, Sacramento
- [TDLS](#) - March 7-8, 2025, Long Beach
- [COABE](#) - March 30-April 2, 2025, Dallas, TX
- [CCA State](#) – May 1-3, 2025, Fresno
- [CASAS Summer Institute](#) – June 9-12, 2025, Orange County
- [CAEP TAP Webinars](#)
 - [Building Pre-Apprenticeships 101](#): Key Terms, Definitions, and Program Elements for Adult Education, February 6, 2025, 11:00am – 12:00pm
 - [Designing Pre-Apprenticeships](#): Operational Models and Program Delivery Considerations, February 11, 2025, 11:00am – 12:00pm

➤ **Upcoming CAERC Meetings**

- Budget and Director’s Workgroup, Friday, February 14, 2025, 9:00am – 11:00am, Online
- CAERC Data & Accountability Meeting, Thursday, February 20, 2025, 1:00pm – 3:00pm, Online
- No February Meeting - CAERC Network of Transition Navigators Meeting
- Director’s Workgroup, Friday, March 14, 2025, 9:00am – 11:00am, SCOE, Room B
- CAERC Data & Accountability Meeting, Friday, March 20, 2025, 1:00pm – 3:00pm, Online
- CAERC Network of Transition Navigators Meeting, Friday, January 17, 2025, 9:30am – 11:30am, Twin Rivers Adult School

➤ **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 Richard Judge and seconded by Clifton Carley, the February 5, 2025, consortium meeting adjourned at 10:58 am. (14 in favor, 0 against)