



Meeting Minutes

April 1, 2026

➤ **Members:**

Angela Rodriguez, Elk Grove USD
Carla Slowiczek, CAERC/Sacramento COE
Diana Griffin, Amador County USD
Jackie White, CAERC/Sacramento COE
Kiu Chuong, CAERC/Sacramento COE
Laurelle Mathison, Twin Rivers USD
Michael Gillespie, El Dorado COE
Patricia Black, CAERC/Sacramento COE
Patricia Oliva, CAERC/Sacramento COE
Renee Collins, Sacramento COE
Suzanne Borth, Folsom Cordova USD

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

The meeting started at 10:10am. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Six voting members were present at the time of roll call (Amador, El Dorado CEO, Elk Grove, Folsom Cordova, Sacramento COE, and Twin Rivers). Davis, Galt, Los Rios, Natomas, San Juan, and Washington 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.

➤ **Approval of April 1, 2026, Meeting Agenda**

- The agenda for the April 1, 2026, meeting was reviewed.
- On a motion by Michael Gillespie and seconded by Suzanne Borth the April 1, 2026, the agenda was approved (15 in favor, 0 against). [Davis, Galt, Los Rios, Natomas, San Juan, and Washington submitted their vote electronically in favor of approving the agenda.]

➤ **Approval of February 4, 2026, Meeting Minutes**

- Minutes from the February 4, 2026, consortium meeting were reviewed.
- On a motion by Suzanne Borth and seconded by Laurelle Mathison the February 4, 2026, minutes were approved (15 in favor, 0 against). [Davis, Galt, Los Rios, Natomas, San Juan, and Washington submitted their vote electronically in favor of approving the agenda.]
- Approved February 4, 2026, minutes will be posted on the CAERC website at www.caerc.org.

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

- April 30, 2026 – Student Data due in TOPSPro (Q3)
- April 30, 2026 – Employment and Earnings Follow-up Survey
- May 2, 2026 – CFAD for 2026-27 due in NOVA
- June 1, 2026 – 25/26 Member Expense Report due in NOVA (Q3)
- June 30, 2026 – 25/26 Member Expense Report Certified by Consortia in NOVA (Q3)
- June 30, 2026 – End of Q4

➤ **Select Topics**

English Language Learner Health Care Pathway Round 3

- The participating CAERC members for round 3 include: El Dorado COE, Elk Grove, Folsom Cordova, Los Rios, Sacramento City, and San Juan. The pathways include: dental assistant, medical assistant, nursing assistant, pharmacy tech, phlebotomist, and community health worker.

Consortium Fiscal Allocation Declaration (CFAD)

- The CFAD is due May 2, 2026, and all members must certify the consortium's CFAD. Members will receive no less than the prior year's allocation. Once the CFAD is certified by the consortium, the annual plan will become available in NOVA. The COLA is tentatively set at 2.41%. Numbers will be sent to members in advance and will be discussed further at next Friday's director's workgroup.

CAEP Annual Plan for PY 2026-27

- Members should have received an email with the updated 26/27 document, and the plan will also be on NOVA. It is due on August 15, 2026.

Regional ESL PD Day

- A regional ESL PD Day will be held at SCOE on Friday, August 7, 2026, from 9:00am to 4:00pm. This is a collaboration between CAERC, Burlington English, and OTAN. Planning meetings are currently in progress, and more information will be shared as it's available.

Micro-Credential in Career Navigation & Workforce Development

- The Micro-Credential in Career Navigation and Workforce Development is a total of 24 hours of professional development spread over 9 course modules and meeting synchronously every two weeks (18 weeks total). Additional work will be done asynchronously. CAERC is planning and coordinating for this to take place during the 2026-27 program year. More information will be shared as it becomes available.

Member and Partner News, Updates, and Challenges

- Amador has started their second medical assistant class and has figured out a workaround to get their phlebotomy class going by partnering with Columbia College. Orientation will be in May. They're hosting a job fair in April and partnered with the county for resume building every other month. Graduation will be held on June 3, 2026.
- Folsom Cordova has had to make some hard decisions due to exponential growth. They had 1 part-time transition navigator with 1500 students, and they've decided to get rid of the assistant principal position to fund a full-time transition navigator. They currently

have about 300 students on the waitlist. They will be getting rid of Burlington English and going with Elli instead to save some money. Their last school day is May 7 but will be offering summer options for select students.

- EDCOE had their 4th medical assistant cohort graduate recently. They've received good feedback regarding Marshall Medical and Marshall Medical would like to explore offering pharmacy tech and phlebotomy classes. A proposal has been submitted to hire a half-time ESL teacher. Rhonda Balmain has been very helpful in helping them find places to apply for additional funds. Their last school day is at the end of May, but they will still serve students during the summer.
- Twin Rivers teachers are no longer on strike. A tentative agreement has been reached. Laurelle Mathison didn't have all the details on what the agreement was. She is waiting to see what the final numbers are to see where they stand for next year but anticipates cutting their pre-literacy launch. A phlebotomy class through CalRegional has been approved and will be starting in mid-April. Their last school day is June 6, 2026.
- Elk Grove is offering a variety of CTE programs including medical assistant, phlebotomy, pharmacy tech, billing and coding, and EMT. ESL classes are full. Therese Schultz retired and they will not be back filling her position. The jail programs are fully staffed and going well. They've had lots of visitors from the school board and just completed their WASC midterm. The last day of school will be at the end of May.
- Renee Collins thanked members who sent their teachers to TDLS. If your agency hasn't completed their Continuous Improvement Plan (CIP), you can find updated [digital learning guidance](#) on OTAN's website. OTAN is hosting a regional bay area Canvas Summit on June 5, 2026 in Walnut Creek. Yolanda O'Shea retired yesterday, she was the programmer behind the back end of the course approvals site. If you know what courses you're offering for next year, please submit them. The [DLAC application](#) is opening today and will take 30 people for the next 2-year academy. CAEP TAP is developing a micro-learning series for consortium members.
- Jackie White shared that Highlands has put their appeal forward and will be presenting their case at the May board meeting.
- Washington shared via email that they made it through their FPM with 0 findings. They are currently expanding their ESL classes for the spring due to high enrollment.

➤ **Upcoming Meetings and Events**

- [COABE](#) – April 12-15, 2026 – Indianapolis, IN
- [CCA State](#) – April 30-May 2, 2026 – San Diego
- [CASAS Summer Institute](#) - June 15-18, 2026 – Orange County
- [CAEP TAP Webinars](#)
 - ✓ [CAEP Reports in TE](#) – April 8, 2026 – 12:00pm-1:30pm
 - ✓ [ELL Healthcare Pathways Virtual Open Office Hours](#) – April 16, 2026 – 12:00pm-1:00pm
 - ✓ [Consortium Bylaws and Governance PLC](#) – April 24, 2026 – 12:00pm-1:00pm

➤ **Upcoming CAERC Meetings**

- CAERC Director's Workgroup – Friday, April 10, 2026, from 9:00am to 11:00am - SCOE, Room A
- Cancelled - Data & Accountability – Friday, April 16, 2026
- Network of Transition Navigators – Friday, April 17, 2026, from 9:30am to 11:30am – TBD

- Data & Accountability and Network of Transition Navigators – Friday, May 22, 2026, from 12:00pm to 3:00pm – SCOE, Mather Room
- CAERC Director’s Workgroup – Friday, May 29, 2026, from 9:00am to 11:00am – Online

➤ **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 Michael Gillespie and seconded by Angela Rodriguez the April 1, 2026, consortium meeting adjourned at 10:57am. (7 in favor, 0 against)