



## Meeting Minutes May 4, 2022

### ➤ **Members:**

Angela Rodriguez, Elk Grove USD  
Caitlin Blockus, Valley Vision  
Carey Buchanan, El Dorado COE  
Carla Slowiczek, CAERC/Sacramento COE  
Casandra Issaka, Sacramento Public Library  
David Rodriguez, Natomas USD  
Grace Sauser, Davis Joint USD  
Karen Shores, Yolo County Office of Education  
Kim Imus, Twin Rivers USD  
Kiu Chuong, CAERC/Sacramento COE  
Matthew Strinden, San Juan USD  
Michelle McIntosh, Sacramento COE  
Michelle O’Camb, SETA  
Patricia Black, CAERC/Sacramento COE  
Patricia Oliva, CAERC/Sacramento COE  
Renee Collins, Sacramento COE  
Rhonda Balmain, Folsom Cordova USD  
Richard Judge, San Juan USD  
Robert Lemmon, Galt Joint Union HSD  
Stephanie Groat, Washington USD  
Dr. Sue Gilmore, Sacramento City USD  
Torence Powell, Los Rios CCD

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

The meeting started at 1:02 pm. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Eight voting members were present at time of roll call (Davis, Folsom Cordova, Galt, Natomas, Sacramento City, Sacramento COE, San Juan, and Washington). El Dorado COE and Elk Grove arrived after the roll call. Amador and Twin Rivers were unable to attend 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 Yolo Office County of Education, Sacramento Public Library, SETA, and Valley Vision were also present for the meeting.

### ➤ **Approval of May 4, 2022 Meeting Agenda**

- The agenda for the May 4, 2022 meeting was reviewed.

- On a motion by Sue Gilmore and seconded by David Rodriguez the May 4, 2022 agenda was approved (12 in favor, 0 against). [Amador and Twin Rivers submitted their vote electronically in favor of approving the agenda.]

➤ **Approval of April 6, 2022 Meeting Minutes**

- Minutes from the April 6, 2022 Consortium meeting were reviewed.
- On a motion by Sue Gilmore and seconded by Richard Judge, the April 6, 2022 minutes were approved (12 in favor, 0 against). [Amador and Twin Rivers submitted their vote electronically in favor of approving the minutes.]
- Approved April 6, 2022 minutes will be posted on the CAERC website at [www.caerc.org](http://www.caerc.org)

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

- June 1, 2022 – 20/21 and 21/22 Member expense report due in NOVA (Q3)
- June 20, 2022 – CAEP 2022-25 Three-year plan due
- June 30, 2022 – 20/21 and 21/22 Member expense report certified by consortia in NOVA (Q3)
- June 30, 2022 – End of Q4

➤ **Select Topics**

**CAEP 2022-25 Three-Year Plan is Ready to Approve by the Consortium**

- From October 2021 through March 2022, consortium members met regularly to assess data and program quality. Members rated the consortium’s progress across five quality indicators and additional sub-indicators on a scale of 1-5, with 5 being the highest. The result for capacity, 4.40, demonstrates confidence in CAERC’s ability to enable collaborations and professional development opportunities across the consortium. CAERC’s ability to connect with and engage prospective students from high-need communities while demonstrating a “no wrong door approach” was rated as a 4.0 out of 5.0, signaling that the consortium meets community needs. Areas of growth were identified for the indicators Entry, Progress, and Transitions, with results ranging from 3.60 to 3.87 out of 5.0. The results demonstrate that members identified these as opportunities to reassess current goals, determine gaps, and analyze and adopt best practices.
- As the region recovers from the COVID-19 pandemic, student enrollment recovery and outreach have become a priority for members across the consortium. In program year (PY) 19-20, CAERC members served 9,334 adult learners, and in PY 20-21, the number dropped to 5,519. However, as of today, CAERC members have served 6,418 adult learners - signifying enrollment recovery and increasing interest in regional adult education programs. The consortium is confident that the total number of adults served will increase further by the end of this program year.
- CAERC’s number of adults served in ESL has increased by thirty-six percent, from 2,293 in PY 20-21 to 3,129 (as of April 26, 2022). The number of adults served in ABE/ASE and CTE programs has caught up with and slightly surpassed the number of adults served in the previous year. The data for Adults with Disabilities has remained consistent over the last three years, with enrollments varying slightly from year to year.
- During the 2020-21 program year, 95% of adult education students were identified as having at least one barrier to employment. The top three barriers to employment identified were English Language Learner, Low Income, and Low Levels of Literacy.

These struggling residents are disproportionately people of color and individuals with lower levels of education and or limited English proficiency. CAERC members agreed to focus on these three barriers to guide the development of the consortium's regional priorities, strategies, activities, and outcomes.

- The Three-Year Plan focuses on three objectives: addressing educational needs, integration of services and transitions, and effectiveness of services.
- On a motion by Sue Gilmore and seconded by Carey Buchanan, the [CAERC Three-Year Plan](#) was approved (12 in favor, 0 against). [Amador and Twin Rivers submitted their vote electronically in favor of approving the CAERC Three-Year Plan.]
- The approved Three-Year Plan will be submitted to NOVA and members will receive an e-mail to approve it there.

### **Graduation Plans**

- Los Rios Community College graduations will be in-person on Wednesday, May 18<sup>th</sup> at 6pm at each college.
- Washington will host an in-person graduation at the Crest Theatre on May 31<sup>st</sup> at 7pm.
- San Juan will host an in-person graduation at the Citrus Heights Community Center on June 8<sup>th</sup> at 7pm. They are planning to hold a live-stream on Facebook for those that can't attend.
- Sacramento City's graduation will be in-person at Charles A. Jones Career and Education Center on June 21<sup>st</sup> at 5pm.
- Elk Grove's graduation will be in-person at Sheldon Performing Arts Center on June 2<sup>nd</sup> at 5:30pm.
- El Dorado COE's graduation will be in-person at their alternative school campus on May 26<sup>th</sup> 1:30pm. Their Southlake Tahoe campus will hold an in-person graduation at South Tahoe High School on June 17<sup>th</sup> at 10am.
- Folsom Cordova's graduation will be in-person at the Cordova High School Performing Arts Theatre on May 24<sup>th</sup> at 6pm.
- Natomas's graduation will be in-person. As in years past their adult education students will graduate with their high school students. It will be held at Discovery High School on May 25<sup>th</sup> at 6pm.
- Galt does not have a formal graduation ceremony. They've been awarding their diplomas approximately every 2 months at their board meetings.
- Davis's plan is to hold an in-person graduation on June 7<sup>th</sup> at 6pm, but they are not sure if they will have enough graduates to host a ceremony.
- Twin Rivers will host an in-person graduation at Foothill High School on June 2<sup>nd</sup> at 9:00am.

### **Member News, Updates, and Challenges**

- Patricia Oliva shared that OTAN has an opening for Coordinator, OTAN Distance Learning Projects. The application deadline is May 20, 2022. Renee Collins added that this position is replacing Penny Pearson who will be retiring.
- Patricia also reminded members that the May Data and Accountability meeting was moved from Thursday, May 19<sup>th</sup> to Tuesday, May 17<sup>th</sup> from 1pm-4pm. It will be in-person at the SCOE Conference Center and facilitated by Jay Wright from CASAS.
- David Rodriguez shared that it's been a struggle to hire and bring back teachers this year at Natomas. He also shared that Natomas Adult School will offer a cosmetology class in the 2023-24 school year but will be offered to their high school students in the 2022-23 school year.

- Patricia Oliva asked Richard Judge how their marketing campaign is going. He shared it's going ok so far. There are plans for someone to fly out and take pictures of their campus and classrooms to use for marketing on their social media accounts. Their campaign hasn't gone live yet but will hopefully go live in the next few weeks.
- Renee Collins shared that OTAN has been working with numerous advisors throughout the state on a Digital Learning Guidance Project. This will be published on the OTAN website this summer.
- Grace Sauser shared that there having problems with getting their CNA program up and running. She's working with the district on making changes to the teaching position that would help this program run smoothly.
- Casandra Issaka shared that the [Sacramento Public Library](#) branches are starting to offer in-person tutoring again. They are looking for student referrals for the tutors they currently have.
- Michelle O'Camb shared that they are still in the process of recruiting for an executive director at SETA. They are considering closing the Franklin Job Center. They have another location off of Florin Road that will be leased by Highlands Charter School and they will be a partner at that site.

➤ **Upcoming Meetings and Events**

- [CCAIE State Conference](#), May 5-7, 2022, Hollywood, CA
- [CASAS Summer Institute](#), June 14-16, 2022, San Diego, CA
- [CAEP TAP Webinars](#):
  - ✓ [Adult Education Pipeline Data for Continuous Improvement and Three-Year Planning](#), May 10, 2022, 12:00pm – 1:30pm
  - ✓ [Adult Education Pathways Through Education to Workforce: Building Informed Career Pathways](#), June 9, 2022, 12:00pm – 1:30pm
  - ✓ [Canvas Projection Expansion – Learn about the CDLC and All the Benefits](#), June 21, 2022, 12:00pm – 1:00pm

➤ **Upcoming CAERC Meetings**

- CAERC Budget Meeting #4, Friday, May 13, 2022, 1:00pm – 2:30pm, Online
- CAERC Director's Workgroup, Friday, May 13, 2022, 2:30pm – 4:00pm, Online
- CAERC Data & Accountability Workgroup Meeting, Thursday, May 19, 2022, 1:00pm – 3:30pm, Online
- CAERC Network of Transition Navigators, Friday, May 20, 2022, 10:00am – 12:00pm, Online
- CAERC Business Meeting, Wednesday, June 1, 2022, 1:00pm – 2:00pm, Online
- CAERC Working Meeting, Wednesday, June 1, 2022, 2:00pm – 3:30pm, Online
- CAERC TBD, Friday, June 10, 2022, 1:00pm – 2:30pm, Online
- CAERC Director's Workgroup, Friday, June 10, 2022, 2:30pm – 4:00pm, Online

➤ **Other Items for Discussion or Distribution**

- There were not items for discussion or distribution.

➤ **Public Comments**

- There were no public comments.

➤ **Adjournment**

- On a motion by Sue Gilmore and seconded by Richard Judge, the May 4, 2022 consortium meeting adjourned at 1:53 p.m. (10 in favor, 0 against).