



Meeting Minutes June 2, 2021

➤ **Members & Partners Present:**

Angela Hatter, Sacramento City USD
Angela Rodriguez, San Juan USD
Bethany Ely, CAERC/Sacramento COE
Branka Marceta, CAERC/Sacramento COE
Brenda Avalos, Galt Joint UHSD
Casandra Issaka, Sacramento Public Library
David French, Center USD
David Rodriguez, Natomas USD
Gary Sutherland, El Dorado COE
Grace Sauser, Davis Joint USD
Dr. Jamey Nye, Los Rios CCD
Karen Malkiewicz, Elk Grove USD
Karen Shores, Yolo COE
Kiu Chuong, CAERC/SCOE
Michelle O’Camb, SETA
Dr. Nancy Herota, CAERC/Sacramento COE
Patricia Black, CAERC/Sacramento COE
Patricia Oliva, Elk Grove USD
Renee John, Valley Vision
Rhonda Balmain, Folsom Cordova USD
Tanya Praest, Twin Rivers USD
Dr. Tarence Powell, Los Rios CCD

➤ **Welcome:** Branka Marceta, CAERC Director

The meeting started at 1:02 pm. Branka Marceta welcomed members and partners to the meeting. Roll call of members was taken. Nine voting members were present at time of roll call (Davis, El Dorado COE, Folsom-Cordova, Galt, Los Rios, Natomas, Sacramento City, San Juan, and Twin Rivers). Center and Elk Grove 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, SETA, Valley Vision, and Yolo COE were also present for the meeting.

➤ **Approval of June 2, 2021 Meeting Agenda**

- The agenda for the June 2, 2021 meeting was reviewed.

- On a motion by Grace Sauser and seconded by Tanya Praest, the June 2, 2021 agenda was approved (12 in favor, 0 against).
- **Approval of May 5, 2021 Meeting Minutes**
- Minutes from the May 5, 2021 Consortium meeting were reviewed.
 - On a motion by Angela Hatter and seconded by David Rodriguez, the May 5, 2021 minutes were approved (13 in favor, 0 against).
 - Approved May 5, 2021 minutes will be posted on the CAERC website at www.caerc.org
- **California Adult Education Program Updates and Deliverables**
- May 2, 2021 – CFADs for 2021-22 due in NOVA
 - June 1, 2021 – 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
 - June 30, 2021 - 19/20 and 20/21 Member Expense Report Certified by Consortia in NOVA (Q3)
 - June 30, 2021 – End of Q4
 - August 1, 2021 – Student Data due in TOPSPRO (Q4)
 - August 15, 2021 – Annual Plan for 2021-22 due in NOVA
 - September 1, 2021 – 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
 - September 1, 2021 – July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA
 - September 30, 2021 – 21/20 Member Program Year Budget and Work Plan due in NOVA
- **Select Topics**
- Graduation Ceremonies**
- Twin Rivers held their graduation ceremony on June 1, 2021 at 2 pm. They had 35 students attend the graduation ceremony and they have over 70 graduates in total. This was an increase in graduates compared to last year at 53. The district temporarily lowered the credit requirement to 170 and Tanya Praest is trying to get them permanently lowered for their students. To see pictures from the graduation ceremony you can go to: <https://www.twinriversusd.org/About/Communications/Celebrating-Graduates/index.html>.
 - Galt's graduates will be recognized at a board meeting on June 10, 2021. They had a total of 13 graduates this year which is an increase from the 11 they had last year. Galt recently increased their adult education credit requirements to 200, the continuation school is at 220 credits, and the comprehensive sites are at 280 credits.
 - Davis has 4 graduates – 2 from earlier in the year and 2 by the end of June. In a non-Covid year they typically have 10-15 graduates. They are doing a personalized graduation ceremony for each graduate with the board trustees, the superintendent, and a small number of their family members.
 - Sacramento City is still planning on having their ceremony at the JFK High School stadium on June 23, 2021 at 6 pm. They currently have 84 CTE graduates and expect to have a few more by the end of June.
 - San Juan is holding their ceremony on June 10, 2021 at Sunrise Tech Center. They have 30 high school diploma and GED graduates. Each student is allowed 3 guests, but a livestream will also be available.

- EDCOE held their graduation on May 27, 2021. They had 20 graduates and 12 of them walked the stage.
- Natomas is holding their ceremony on June 8, 2021 at Sutter Health Park. Their high school and adult education graduates will be combined. They have 28 graduates this year, but only 8 students opted to walk the stage.
- Elk Grove has 48 high school diploma graduates and 15 high school equivalency graduates. They are not hosting a ceremony this year and instead featured them on social media and mailed them their diploma/certificate and tassel.

Summer School Plans

- Bethany Ely created a flyer showcasing which districts are offering summer courses and whether they are offered online or in-person and if there is a fee. This flyer can be found here: <https://www.capitaladulthood.org/share>. Angela Hatter really likes these flyers as a way of getting information out quickly.
- San Juan's summer school will run from June 21, 2021 through July 29, 2021.
- Natomas' summer school will run from June 1, 2021 through June 30, 2021.

Starting Dates for Next School Year

- Davis will start September 20, 2021, with orientation and assessments starting after Labor Day.
- Twin Rivers will start August 17, 2021.
- Folsom Cordova will start August 23, 2021.
- Elk Grove will start August 16, 2021.
- Natomas will start September 7, 2021.
- Sacramento City has not set a start date yet.
- Galt will start September 7, 2021.
- San Juan will start September 7, 2021.

CAERC Staffing

- Branka Marceta made an announcement during our May Business meeting that she will be leaving her position on July 30, 2021. The process has been started to hire a new CAERC director. Renee Collins is working on the hiring process and Angela Hatter has been approved as designated member to participate in the interview with the co-chairs. The interviews will be June 17-18, 2021 and the new director will hopefully start in mid-July to allow for a couple weeks of overlap with Branka.
- Karen Malkiewicz would like the new director to have previous Adult Education experience along with Adult Education experience at the state, local, and regional levels.
- The CAERC director position is open through June 9, 2021.
- Dr. Herota thanked Branka Marceta for taking time off during her trip to continue working on CAERC business and for her years of dedicated support to the CAERC consortium.

➤ **Upcoming Meetings and Events**

- CASAS Summer Institute, June 17-18 & 22-23, 2021, Virtual Event
- CAEP TAP Webinars:
 - ✓ Consortium and Member Effectiveness – Changes July 1, 2021; Friday, June 25, 2021, 12:00pm – 1:30pm

➤ **Upcoming CAERC Meetings**

- CAERC Data & Accountability Workgroup Meeting, Thursday, June 10, 2021, 1:00pm – 3:30pm, Online
- Cancelled - CAERC 2021-22 Annual Planning, Friday, June 11, 2021, 1:00pm – 2:30pm
- Cancelled - CAERC Director’s Workgroup, Friday, June 11, 2021, 2:30pm – 4:00pm
- CAERC Network of Transition Navigators, Friday, June 18, 2021, 10:00am – 12:00pm, Online
- CAERC Business Meeting, Wednesday, August 11, 2021, 1:00pm – 2:00pm, Online
- CAERC Working Meeting, Wednesday, August 11, 2021, 2:00pm – 3:30pm, Online
- CAERC Budget Meeting, Friday, August 13, 2021, 1:00pm – 2:30pm, Online
- CAERC Director’s Workgroup, Friday, August 13, 2021, 2:30pm – 4:00pm, Online
- CAERC Network of Transition Navigators, Friday, August 20, 2021, 10:00am – 2:00pm, 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 Angela Hatter and seconded by Tanya Praest, the June 2, 2021 consortium meeting adjourned at 1:46 p.m. (14 in favor, 0 against).