



Capital Adult Education Regional Consortium

Meeting Minutes February 4, 2015

➤ **Members & Partners Present:**

Alejandro Ramos, Principal, Washington USD
Angela Milano, P1 Subcommittee Co-Lead, Los Rios
Bethany Ely, P2 Subcommittee Co-Lead, Elk Grove
Butch Wagner, Principal, Amador COE
Charlie Linebarger, Principal, Folsom Cordova USD
Connie Lee, CAERC Director, Sacramento COE
David Publicover, Executive Director, El Dorado COE
Denyse Curtright, California Department of Developmental Services
Dorothy Mayfield, San Juan USD
Grace Sauser, Principal, Davis Joint USD
Holly Clark, CAERC Administrative Assistant, Sacramento COE
James Woods, Director, El Dorado COE
Dr. Jamey Nye, Associate Vice President of Instruction and Student Learning, Cosumnes River College
Jodie Cooper-Hoffman, Director, Natomas USD
John Fleischman, CAERC Co-Chair, Assistant Superintendent, Sacramento COE
Dr. Joyce Hinkson, Director, Outreach and Technical Assistance Network
Karen Malkiewicz, Principal, Elk Grove USD
Kim Harrell, Dean of Workforce Development, Kinesiology, Health, and Athletics,
Folsom Lake College
Lynn Bartlett, Principal, Sunrise Tech Center, San Juan USD
Maria Rosado, California Human Development
Mariann Fedele-McLeod, Objective 6 Subcommittee Lead, CALPRO
Marla Miller, Director, Twin Rivers USD
Dr. Matthew Roberts, Superintendent, Galt Joint UHSD
Maysua Chervunkong, Workforce Development Analyst, SETA
Stephanie Allen, Literacy Coordinator, Sacramento Public Library Authority
Dr. Sue Lorimer, CAERC Co-Chair, Vice Chancellor, Education and Technology, Los Rios Community
College District
Dr. Susan Lytle Gilmore, Director, Adult Education, Sacramento City USD
Dr. Tammy Montgomery, Associate Vice President of Instruction and Learning Resources,
American River College
Ward Allen, Highlands Community and Charter Technical School

- **Welcome:** Sue Lorimer, Ed.D., Vice Chancellor of Education and Technology
John Fleischman, Assistant Superintendent of Technology Services

Members and Partners introduced themselves and were welcomed by Sue L.

➤ **Approval of January 14, 2015 Meeting Minutes**

- Minutes from the January 14, 2015 Member/Partner Meeting were reviewed.
- On a motion by Charlie Linebarger and seconded by Sue Gilmore, the January minutes were approved. Motion carried unanimously.
- Approved January 14th minutes will be posted on the CAERC website at www.capitaladulted.org.

➤ **AB 86 Update and Informational Items**

- The Governor's Budget Summary was released on Friday, January 9, 2015. The trailer bill was expected February 1, 2015 but hasn't been released.
- The California Council for Adult Education (CCAE) and the California Adult Education Administrators Association (CAEAA) hosted a webinar in the last week of January. The highlights from the webinar include:
 - The budget proposes \$500 million in Prop 98 General Funds for an Adult Education Block Grant.
 - There will be a Maintenance of Effort or Maintenance of Capacity for 2015/2016. It is estimated that between \$300 and \$350 million will go towards the Maintenance of Effort.
 - There will be a joint decision-making process with the Superintendent of Public Instruction (SPI) and the Chancellor for the Community College system.
 - Core funding will go to the Chancellor's Office with a possible CDE Interagency Agreement for distribution.
 - Dawn Koepke, Legislative & Budget Advocate, has outlined the following points with the budget plan:
 - The Good = Stability, Maintenance of Capacity for FY 15/16 – direct funding through CDE.
 - The Bad = Key issues that need further work – funding through Chancellor's Office as the state fiscal agent, likely local fiscal agent, and the Allocation Committee.
 - The Messy = Role and funding of the other Stakeholders.
- On Friday, January 30, 2015 the AB 86 Office had a webinar. The highlights of the AB 86 webinar are:
 - The SPI and Chancellor will jointly approve allocations of funds with an emphasis on providing funding to those regions with the greatest adult education needs.
 - Funding allocations will be approved by the Chancellor and State Superintendent and will be distributed as determined by their Allocation Committees.
 - To ease the transitions in the first year, funding will be provided directly to the K-12 districts in the amount of the K-12 Districts Maintenance of Effort.
 - Further allocations will be distributed according to the Allocation Committees.
 - The Allocation Committee will consist of 1 member from each of the following:
 - Community Colleges
 - K-12 districts
 - Other adult education providers
 - Local workforce investment boards
 - County social services departments
 - Correctional rehabilitation programs
 - Public member with relevant expertise
 - The Allocation Committees will coordinate with regional partners to ensure funding streams are integrated within the region.
 - Funding of partners would need to flow through a Prop 98 agency. Funds will be given to the member and then can be disbursed to a partner through a subcontract.

- Allocation Committees will determine how to allocate the block grant funds for direct instruction, support services, and administration of the consortium.
- Each consortium will report annually on progress for fulfilling its adult education plan and the reports will inform distribution of block grant funds in the future.
- A final report from the 2-year planning process will be provided by March 1, 2015 which will inform the accountability framework for delivery of adult education and remaining policy decisions such as how fees are charged for similar programs by different providers.

➤ **CAERC Regional Key Priorities**

- The amount of money to be received per Consortia hasn't been set yet. A large portion of the money received will go toward Maintenance of Effort. 5% of monies received will go to the administration of the consortium. The remaining amount of money is what will be used to fund the priorities that CAERC sets forth.
- There are four regional key priorities: (1) Rebuild AE programs and services in the region; (2) Pathways and Alignment; (3) Support Services; and (4) Data and Accountability.
- CAERC will need to submit a plan on March 1, 2015 with numbers of how they plan to spend the monies given to them.
- A CAERC Finance Subcommittee was established. It is co-chaired by Charlie Linebarger from Folsom Cordova and Theresa Matista from Los Rios CCD. The responsibility of the Finance Subcommittee is to assign dollar amounts to the actions CAERC is considering.

➤ **Key Priority 1: Funding to Rebuild**

- Members were asked to complete a member survey online. The data collected was used to create a Google Map that shows services offered by member organization. The map can be viewed at <http://goo.gl/uiPsyJ>. The map has four layers, Members, 2014-2015, 2015-2016, and 2016-2017. It shows current offerings and expected growth with new funding. Each colored pin represents an AE course in the corresponding program area. P1 is red, P2 is orange, P3 is yellow, P4 is green, and P5 is blue.
- The next step will be to collect the same data from partners.
- If any members wish to update their data, they can complete another survey online and their information will be updated. Last day for members to update their Members Survey is February 20, 2015.
- Something for the group to think about - How much of the money will go towards rebuilding?

➤ **Key Priority 2-4: Pathways and Alignment; Student Support Services, Data and Accountability System**

- An overview of CAERC Program-Area 1-5 Recommendations was handed out.
- Recommendations were created by the subcommittees as strategies to get closer to alignment with pathways, what support services are needed and what the needed data and accountability is.
- The subcommittees narrowed the list of strategies to include the subcommittee's top program-area priorities.
- Meeting participants reviewed the handout.
- The members will narrow down the list to the top regional strategies across program areas.
- Note the consortium does not have the legal ability to hire people and provide benefits. As staff is hired, they will need to be hired by a member or partner organization. CAERC dollars can be spent to support a salary of a person hired. It might be wise to pay a portion of someone's time so they have a job to return to when this project is done.

➤ **CAERC March Report**

- The March report is due on Friday, February 27, 2015.
- The December report informed the Governor.
- The March report is the final report CAERC is required to submit to AB 86. Although there are no further submissions of the report, CAERC will continue to refine the plan as more information becomes available. Collaboration meetings will continue through June, 2015.
- The Finance committee will be meeting on February 10 and 20, 2015.

➤ **Other Items for Discussion or Distribution**

- The monthly CAERC meeting for April has been moved from April 1, 2015 to April 17, 2015 due to a Spring Break conflict with many districts.