Siskiyou Adult Education Consortium

Attendance:

^Bonnie Wood

Ed Stokes

^Mark Evans

Pam May

^Randy Baker

^Robert Taylor

^Vanessa Jones

^Ed Brown

^Blaine Smith

Joanie Zarzynski

^Hud Oats

^Ray Keller

^Kermith Walters

AB 86/104 Adult Education Consortium

College of Siskiyous Distance Learning Building

December 10th, 2015

8:00 am

Meeting Minutes

1. Welcome & Roll Call – Meeting called to order at 8:07am
2. Approval of meeting minutes – 11/19/2015
	1. Ray Keller moved, 2nd by Randy Baker- unanimously approved
3. Budget – Discussion of Tulelake addition & funds received thus far
	1. Blaine – Letter of approval for our plan and project for the upcoming year. Tulelake allocation has been submitted and approved for $75,000, our total funding is now $825,000.
	2. Ed Brown – Does this include funds for Modoc high school too?
		1. Blaine – No Modoc high school decided to go with Lassen College since they participated in AB 86 planning grant with them.
	3. The letter for AB 104 states that it is back dated to July so we have just over $ 300,000 in the bank for the upcoming project.
	4. Blaine – Any question regarding the Budget?
	5. Ed Brown – Quite a bit has to happen after Christmas, I want to start adult education classes the 3rd week of January. Is this feasible?
		1. Blaine – That leads us right into our next subject of how we will be distributing money and using the MOU process.”
4. Implementation/MOU -
	1. GED Program
	2. ESL Program
	3. Program Needs
		1. Blaine – Last meeting we discusses these and possible upcoming trainings.
		2. Blaine - The MOU you have is the one we used for the AB 86 and on the backside are notes for the upcoming MOU and draft guidelines. We must make sure we are spending the money in these categories.
		3. Randy – We are requesting we use the MOU process, at the Adult Education Reader conference they discussed different ways of allocating the funds. Some consortiums are using a mini grant process, but the MOU was a recommended way of distributing funds. We feel that the MOU is the best way for our consortium, what are your thoughts?
			1. The MOU would have specific language holding each consortium site to the requirements set out by AEBG, for example data collection, also a summery brief of what your site plan is going to be. Sharing resources, partnerships, curriculum programs, common diploma. Beach mark testing across the consortium, so we don’t have to re-test our clients.
		4. Blaine – The MOU summary from each member is very important; it will help to see where we can leverage our resources across the consortium. Goals and summaries. Some kind of data is tied to the money you are spending.
		5. Randy – Training date, Yreka has done some in house training and identified students to start piloting the GED program. Need to get a training date for all other adult educators in the consortium.
			1. Ed Brown – I am willing to send my people over, we were just talking about the need for training in GED.
		6. Randy – We would like to get training together for the next week, 2 hours in the Educational Options main office.
			1. Ed Brown – Would you email that out to us, can we shoot for about 9am in the morning?
			2. Vanessa – What are the state requirements for Adult education teachers?
				1. Blaine – I have a copy here of what the requirements are at the state, I will make a copy and get you all this information
5. Planning Grant Money – December 31st deadline
6. Planning monies (AB 86) are ending December 31st. Speaking with Kate from Shasta College the funds are not encumbered.
7. Readers Conference Report
	1. Randy – We were paired in a super region, Lassen, Shasta, Humboldt and ourselves. We read one another’s plans, compared and made notes on strengths and weaknesses. We filled out a template to review plans, and then we reported back to the state committee on our findings. We were able to hear about all other consortiums and their plans; there were some similarities but also many differences.
	2. Our common diploma and consistence bench mark testing were well received. The internship ideas and sharing of consortium resources were also backed with positive thought.

1. Other
	1. Blaine – Anything else?
		1. Training next week, I will send out an email for what day will work best for the GED academy training.
		2. Meeting dismissed 9:05am