

Siskiyou Adult Education Consortium
Adult Education Pathways
Siskiyou County Office of Education
609 S Gold St, Yreka, CA 96097
(530) 842-8446

December 14, 2017
8:30 am – 10:00am
(Room #5) College of the Siskiyous Yreka Campus

Meeting Minutes

Attendance:

- ✓ Carrie Williams
- ✓ Chad McCall
- ✓ Heather Stafford
- ✓ Janie Gaither
- ✓ Jason Allen
- ✓ Jessica Bowman
- ✓ Jill TeVelde
- ✓ Joanie Zarzynski
- ✓ Karen Pautz
- ✓ Kermith Walters
- ✓ Kim Freeze
- Leticia Rascon
- Lorinda Meyer
- ✓ Marie Caldwell
- Mark Greenfield
- Mark Klever
- ✓ Michael Perry
- ✓ Pam May
- ✓ Randy Baker
- Ray Kellar
- ✓ Regina Hanna
- Rhonda Daws
- Todd Scott

1. Introductions & Approve Nov 9th minutes

8:30-8:45am

- Also attending were Bonnie Wood and Steve Hill
- Minutes Walters/Bowman MSP

2. Consortium Business

8:45-9:15am

- a. Director Update
- b. Budgets & NOVA
- c. 3% administrative set aside, 5%-15% set aside
 - Due date is December 15, 2017 to have information updated into NOVA
 - The Consortium has 30 days to look over everyone's up-dates
 - Heather discussed how to budget allocations
 - The consortia will review the budget as a whole and then submit.
 - This is our draft internal budget (distributed)
 - The budget has allocated up to a 5% set aside. Heather's services and oversight for the consortium.
 - The additional program support deduction either 10/13/15% we have another month to figure out internally.
 - We have 30 days to review the budget as a whole before submitting.
 - Removed the hiring of a transitional coordinator for now.
 - Travel is huge due to the size of the county.
 - Janie Gather will gather all the reports for Heathers review.

Tops Pro:

- We need to look at tracking one student meeting at multiple locations and receiving hours of training that no one is collecting.

Audit:

- What kind of audit trail?
- Will Tops code work?
- Community Pro, is it adequate?
- Are Certs printed for back up?

Black Fox

- Black Fox graduated 6 students

- What is the per student cap for this program.
- Roughly \$20,000 to graduated 6 students. Dunsmuir paid for 3 students and the consortia paid for the other 2 students.

Funding Streams

- We have four funding streams, Adult Education, Apprenticeship, STEP, and Industry.

Assessments

- Assessments should be done as part of the enrollment process.
- It's good for placement
- Call Randy or Heather if you have any issues.

3. AV Equipment 9:15-9:30am

a. Budget, timeline, carryover

- We are waiting on a list of equipment from COS.
- Scott Valley is the only one who purchased the equipment for installation.
 - Marie indicated that no cart is really needed. It is big and awkward.
- Dunsmuir would like info on purchasing. Heather will forward that as soon as possible.
- COS will order all equipment and install.

4. Partner Presentations & Public Comment 9:30-9:55am

Michael - Library

- Adult Literacy is a State funded program.
- The goal is to find matching funds 1:1 from the Community
- It has been in operation for 10 years+
- Coaches are available in most library locations
- Last year we had 30 students attending.
- We are a possible testing site for GED and ACT testing.
- Students interested can contact the library and they will work with contacting a coach and complete testing and set goals, etc.

Mt Medics

Chad McCall

- Chad McCall from Mt Medics shared a video on training facilities in Dunsmuir.
- Mt Medics provides medical classes such as 1st Aide, CPR, Swift Water rescue for the community, Fire stations, etc.

First Five

Karen Pautz

- Karen Pautz with First Five have previously been one of the Adult Education partners.
- Karen discussed that parents can parent better with an education through parenting classes offered through First Five.
- First Five would like to make sure the program is available in every community.
- 30% of parents have high school or less education.
- First Five is there to help improve parent's education.

5. Adjourn 10:00am

Adjourned at 10:10a.m.