

Siskiyou Adult Education Consortium  
Adult Education Pathways  
College of Siskiyou  
**Siskiyou County Office of Education**  
609 S Gold St, Yreka, CA 96097  
(530) 842-8400

September 21, 2017  
8:30 am – 10:00am  
Agenda

Attendance:

Becky Vaughn  
Carrie Williams  
Heather Stafford  
Janie Gaither  
Jason Allen  
Jessica Bowman  
Joanie Zarzynski  
Karen Pautz  
Kermith Walters  
Kim Freeze  
Leticia Rascon  
Marie Caldwell  
Mark Greenfield  
Michael Perry  
Pam May  
Randy Baker  
Ray Kellar  
Regina Hanna  
Rhonda Daws  
Sandra Bignault  
Todd Scott

- |   |                    |
|---|--------------------|
| <b>1. Introduce new Director</b>                                  | <b>8:30-8:45am</b> |
| a. Words of wisdom from consortia                                 |                    |
| b. Director's report and updates                                  |                    |
| <b>2. MOUs</b>  | <b>8:45-9:15am</b> |
| a. Budgets  |                    |
| b. 5%-10% set aside   |                    |
| c. Distributed vs central capacity                                |                    |
| <b>3. Consortia Business</b>                                      | <b>9:15-9:45am</b> |
| a. Meeting locations, dates, times, frequency and length          |                    |
| b. AV equipment – vote to move forward or wait for COS AV project |                    |
| c. Community Pro Webinar & Training                               |                    |
| <b>4. Other Business &amp; Public Comment</b>                     | <b>9:45-9:55am</b> |
| <b>5. Adjourn</b>   | <b>10:00am</b>     |

Siskiyou Adult Education Consortium  
Adult Education Pathways  
College of Siskiyou  
**Learning Resource Center**  
June 27, 2017  
9:00 am – 10:00am  
Minutes

Attendance:

- Bonnie Wood
- Regina Hanna
- ✓ Randy Baker
- Vanessa Jones
- ✓ Blaine Smith
- Joanie Zarzynski
- Ray Keller
- ✓ Kermith Walters
- ✓ Allan Carver
- Leticia Rascon
- Jason Allen
- Todd Scott
- ✓ Marie Caldwell
- ✓ Jessica Bowman

1 New Director Selection

- Blaine attached a spreadsheet indicating those that review applications, Yreka, SCOE, Dunsmuir and Blaine.
- There are 13 applicants.
- Seemed all across the board we were in agreeance with the top 4 applicants
- After discussion on the remaining applicants we will forward the top four candidates.
- We have set a July 12, 2017 interview date, from 10-4, at SCOE in the Cascade Room.
- July 13, 2017 will take our selection of that interview panel to our voting members.
- Kermith will set the interview times with the candidates.
- As for interview questions, Blaine indicated he served on a committee for Grant Manager positions and he can obtain the questions from COS.
- Get the questions out to the interview group to add or subtract what questions they want.
- Blaine will forward today so have it set by July 12.
- SCOE will call and set interviews.
- Will we do 2<sup>nd</sup> interviews? We will determine after the interviews.
- We can caution that there might be another interview or bring them back to the whole consortium the next day. Interview each of them for a half hour. Meet from 9-10 and deliberate from 10-11.
- Marie is going to excuse herself from the interview as she works with two of the candidates that will be interviewed.
- Blaine, Jessica, Allen, Ray, and Kermith will be on the committee.
- Keep HR policies and procedures and only work with what they are interviewed on.
- Blaine will scan and e-mail packets to Kermith for the interview group.

2. Annual Plan Update

- Now they are putting a revision history marking what has changed now.
- Attached is the new template. Come up with a plan for next year. Due August 20.
- Everyone has the Annual 3 year plan because a lot of this is “what did you accomplish last year” and “what will you do this year”. How much did you complete?
- There is an office ready at SCOE for the new director.
- There is room for a second station (Secretary/Transition Coordinator), but it is currently set up for one person.