Siskiyou Region Adult Education Consortium

Attendance:

√Bonnie Wood

√Ed Stokes

Mark Evans

Pam May

√Randy Baker

√Robert Taylor

Sandra Bignault

√Vanessa Jones

Ed Brown

√Blaine Smith

√Joanie Zarzynski

√Hud Oats

√Ray Keller

AB 86/104 Adult Education Consortium

College of Siskiyous Conference Room

October 8th, 2015

8:00 am

Meeting Minutes

1. Welcome & Roll Call – Called to order at 8:10am
2. Approval of meeting minutes from 09/10/2015 – Action Item
	1. Reviewed- Motion by Vanessa, 2nd by Ed Stokes, unanimously approved
3. Summit Recap (highlights, notes and takeaways)
	1. Randy discussed software that he was able to get information on; Curriculum for Adult Ed., ESL, and century 21 software comparable software to ACT that we are currently assessing. Also sat in on a seminar on ESL learners, program out of Truckee Tahoe, and they contract out ESL.
	2. Kim received information on an on-line national diploma, you can complete it online but you are awarded a local diploma. Attended money managing work shop but didn’t really apply to us. Don’t market anything, until everything is laid-out, or the message won’t be clear.
	3. CA and 13 other state to be a federal model, set up a solid foundation for the future, spend all the money in a year, so set-up a good foundation, could be more money or less money later down the line. Don’t treat this money has a transaction. Clear approach, involve the community and have transparency.
4. Governance Policy approval – Action Item \*approved\*
	1. Discussion –
		1. Build from Kate’s by Blaine, Randy, Kim (Siskiyou Adult Education Consortium)
		2. Rules of how we are going to govern, a few changes but nothing foundational. Discussed name to make sure the group was okay with it. 1st document we will submit to state since planning document. Change some of the titles, grammar and such.
		3. Please send board minutes, or resolution approving the voting members, also need to add the proxy.
	2. Vote for approval of Governance Policy
		1. 1st motion Ed Stokes, 2nd Vanessa unanimously approved
5. Budget
	1. Review- Randy
		* 1. Been working on this for the last few weeks, still have some work to do to get it into the state template. A list of assumptions is attached to the budget to break down the categories. Based on a 9 month school year.
			2. Budget build from 2008 student populations to come up with the formula and we wanted to look at before the crash and adult education was crushed.
			3. It is broken out in mandatory funding category along with support areas, like data management, equipment, etc. We need to keep sustainability in mind for the long-run.
				1. Any input? Vanessa- great job! Bob- I am missing site certification piece? Joanie was thinking that STEP would be a site? Randy- we need to keep in mind of all the requirements.
		1. If you were to receive AEBG funds, what programs/activities would you implement?
			1. One person overseeing instruction, follow-up, and employee will be from the districts in whatever activates takes place in the districts.
		2. What do your current MOE funds support?
			1. We need to have a baseline number, so we can provide data to the state.
	2. Discussion
	3. How does this fit into what the state wants?
		1. Need to collect as much data as possible
6. One and Three year plan review
	1. Discussion
		1. Right now we have more questions than answers
		2. Send out questions to members in email
	2. OCT. 31st due date
	3. Scope
		1. Discus in next meeting
7. Next Meeting
	1. Proposed dates
		1. Oct. 22nd 8am
	2. Current assessment of Adult Learners Served?
8. Other
	* 1. Cal-works letter – Data Collection requirements
		2. California Consortium for Independent study