



**YOSEMITE / STANISLAUS MOTHER LODE CONSORTIUM**

**MEETING**

**Monday, February 24, 2020**

**2:00 P.M. – 4:00 PM**

**STANISLAUS CULINARY ARTS OF INSTITUTE  
1040 Wakefield Drive  
Oakdale CA**

**AGENDA**

**1. CALL TO ORDER**

- a. Pledge of Allegiance

**2. APPROVAL OF MINUTES**

- i. *Action: January 27, 2020* [Delay: March 16, 2020 Meeting]

- 3. PUBLIC COMMENTS** - Public comments will be allowed at this time on the agenda. The Consortium Chairperson will recognize any member of the audience wishing to speak on a matter, which is not on the agenda but is directly related to AB104 Adult Education Block Grant. The Chairperson may allot time for those wishing to speak, but the Consortium will take no action on matters presented (Ed. Code Section 35145.5). Presentations will be limited to 5 minutes. If appropriate, a matter may be referred to the Consortium Chairperson for placement on a future agenda. The public may ask questions relevant to agenda items at the time those items are under consideration.

**4. ACTION ITEMS**

- a. Stanislaus County Office of Education D Plaa  
Budget Revision Request - Capital Outlay  
[\(Attachment A\)](#)

**5. DISCUSSION ITEMS**

- a. MJC CAEP Personnel Updates P. Mendez
- b. CAEP COLA 2020-21 [\(Attachment B\)](#) P. Mendez



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- c. Open to Visits of Adult Education Programs D. Plaa
- d. Consortium Member Data Conversation (Follow Up) A. Little

## 6. REPORTS AND INFORMATION ITEMS

- a. Upcoming Deadlines ([Attachment C:](#)) P. Mendez
- b. Fiscal & Report Update P. Parikh
- c. Regional Data and Accountability Training (Jan 24, 2020) P. Mendez

## 7. PROFESSIONAL DEVELOPMENT

- i. CATESOL: 2020 Central Regional – Saturday April 18<sup>th</sup> ([Attachment D](#))
- ii. CAEP Website: <https://caladulthood.org/Home>
- iii. CAL PROP: <https://www.calpro-online.org/documents/HostCALPRORegionalTraining%207.2018.pdf>
- iv. AE Stanislaus Mother Lode PD Committee

## 8. ANNOUNCEMENTS/ADJOURNMENT

Next regular meeting: Monday, March 16, 2020 at 2:00 pm.

Pursuant to California Government Code section 5454957.5, when a writing that is a “public record” as defined by law is distributed to Yosemite / Stanislaus Mother Lode Consortium members less than 72 hours before a regularly scheduled Consortium meeting, copies of these writings shall be available for public inspection during normal business hours at Modesto Junior College, West Campus, Sierra Hall, Room 255, 2201 Blue Gum Avenue, Modesto, CA.



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## ATTACHMENT A

**From:** Plaa, Dallas <[dplaa@stancoe.org](mailto:dplaa@stancoe.org)>  
**Sent:** Tuesday, February 4, 2020 12:30 PM  
**To:** Pedro Mendez <[mendezp@yosemite.edu](mailto:mendezp@yosemite.edu)>; Parul Parikh <[parikh@yosemite.edu](mailto:parikh@yosemite.edu)>  
**Subject:** RE: Capital Outlay

Here is the info I found on this link.

<https://caladulthood.org/DownloadFile/14>

8. Capital Outlay Any capital outlay (including building improvements, rental space, leases, construction, etc.) will also be closely scrutinized. It will require that you notify the CAEP Office of your consortium's (including any member in that consortium) intent. This is an informational e-mail only. The CAEP Office reserves the right to ask questions regarding any purchase and can prohibit any activity that it deems not meeting the reasonable and justifiable criteria. The member must follow all state & local policies and procedures related to capital outlay. This would include district facilities approval, following procurement processes, and notification of state agency facility departments. Procedure: Capital outlay expenditures need to be submitted by the requesting Member-district to the consortium's governing board for review and approval. Once the consortium has reviewed, approved, and established that the expenditures are aligned with the Consortium's 3-year plan, the consortium will send an informational email to the CAEP Office to inform them of the proposed expenditures.

Here is the link to the skill boss in case you were wondering what it was.

<https://amatrol.com/product/skill-boss-performance-based-assessment/>



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## ATTACHMENT B

Hi Pedro,

Thank you for contacting TAP. Per the CAEP Office, the COLA is mandatory for all members across the board. Now if afterwards, your consortium wants to put money in a pot to help another members via an allocation amendment, you can do that via NOVA and have members approve it. I can provide assistance to walk you through the allocation amendment process, if needed.

Please let me know if you have any additional questions or need anything else at this time.

Best regards,

Veronica Parker  
Coordinator  
TAP

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**From:** Pedro Mendez <[mendezp@yosemite.edu](mailto:mendezp@yosemite.edu)>

**Sent:** Thursday, January 30, 2020 6:03 AM

**To:** CAEP Technical Assistance Project <[tap@caladulthood.org](mailto:tap@caladulthood.org)>

**Cc:** Cathy Parker - TCOE <[cparker@tcsos.us](mailto:cparker@tcsos.us)>; Plaa, Dallas <[dplaa@stancoe.org](mailto:dplaa@stancoe.org)>

**Subject:** FW: CAEP COLA Update for 20-21, Member and Consortium Self-Assessment, 2020 Trends in Higher Education, USA Learns and Cyber-ESL Model, and Upcoming Deadlines

Good Morning,

CAEP COLA for FY20-21 was an agenda item discussed at our January 27, 2020 meeting for the Adult Education Stanislaus Mother Lode Consortium. I am seeking guidance based on our discussion at the meeting.

The question we have as a consortium is if the COLA language below is restrictive to only be interpreted as COLA **must** be distributed based on allocation percentage or if consortiums have the flexibility to redistribute COLA toward district needs or project needs if voted by our consortium body per established local governance document.

To provide context the consortium redistributed a portion (1%) of the 19-20 COLA resources increase adding resources to Riverbank USD. This voted and unanimous decision by our body resulted in a permanent increase to Riverbank USD to better serve local adult education programs in the area.

Please advise.

PS: I have copied our Consortium's Chair Cathy Parker (Tuolumne CSOS) and Co-Chair Dallas Plaa (Stanislaus COE)

*Pedro Mendez*



## ATTACHMENT C

### CAEP DUE DATES

#### February 2020

- **Feb 24: AE Stanislaus Mother Lode Consortium Member Meeting**
- **Feb 28:** Preliminary allocations for 2020-21 and 2021-22 released by this date

#### March 2020

- **Mar 1:** 17/18 and 18/19 and 19/20 Member Expense Report due in NOVA (Q2)
- **Mar 1:** Close out of 17/18 Member Funds due in NOVA
- **Mar 16; AE Stanislaus Mother Lode Consortium Member Meeting**
- **Mar 31:** 17/18 and 18/19 and 19/20 Member Expense Report certified by Consortia by NOVA (Q2)
- **Mar 31:** Close out of 17/18 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3

#### April 2020

- **Apr 20: AE Stanislaus Mother Lode Consortium Member Meeting**
- **Apr 30:** Student Data due in TOPSPro (Q3)

#### May 2020

- **May 2:** CFADs for 2020-21 due in NOVA
- **May 18: AE Stanislaus Mother Lode Consortium Member Meeting**

#### June 2020

- **Jun 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q3)
- **Jun 15: AE Stanislaus Mother Lode Consortium Member Meeting**
- **Jun 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4

#### August 2020

- **Aug 1:** Student Data due in TOPSPro (Q4) FINAL
- **Aug 15:** Annual Plan for 2020-21 due in NOVA

#### September 2020

- **Sep 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2019 to June 30, 2020 expenses by program area due (estimates only) in NOVA
- **Sep 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sep 30:** 20/21 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

**ATTACHMENT D**



 **CATESOL**  
A Professional Organization Serving Teachers of English to Speakers of Other Languages in California and Nevada

 **FRESNO  
ADULT SCHOOL**  
Fresno Unified School District

# 2020 CENTRAL REGIONAL

*An event organized by the  
CATESOL Saroyan, Steinbeck,  
and Yosemite Chapters*

*Saturday, April 18  
10:00am to 4:00pm  
Registration starts at 9:00am*

*Fresno Adult School  
2500 Stanislaus Street*

To submit a proposal (due 3/10):  
[bit.ly/2020centralproposals](http://bit.ly/2020centralproposals)

To register for the conference:  
[bit.ly/2020centralregistration](http://bit.ly/2020centralregistration)

For more information:  
**Jaydene Elvin, CSU Fresno**  
[jaydene@mail.fresnostate.edu](mailto:jaydene@mail.fresnostate.edu)

