

**YOSEMITE / STANISLAUS MOTHER LODE CONSORTIUM  
MEETING**

**Monday, April 20, 2020**

**2:00 P.M. – 4:00 PM**

**Meeting happening via Zoom**  
<https://cccconfer.zoom.us/j/158303974>

**Meeting Minutes**

Consortium Voting Members

X	<a href="#">Linda Alaniz – Turlock USD</a>	X	<a href="#">Tonya Bibbins – Waterford USD</a>
X	<a href="#">Anthony Little – Ceres USD</a>	X	<a href="#">Jared Hungerford – Calaveras COE</a>
X	<a href="#">Eric Anderson – Modesto CS</a>	X	<a href="#">Rick Gonzalez – Newman Crowslanding USD</a>
X	<a href="#">Pedro Mendez (Director) - Modesto JC</a>	X	<a href="#">Roy Morlan – Sonora UHS</a>
	<a href="#">Cathy Parker (Chair) – Tuolumne CSOS</a>	X	<a href="#">Dallas Plaa (Co-Chair) – Stanislaus COE</a>
X	<a href="#">Stephen Sweitzer – Summerville UHSD</a>	X	<a href="#">Colleen Whitlock – Big Oak Flat Groveland USD</a>
X	<a href="#">Araceli Zamora – Riverbank USD</a>		
X	<a href="#">Jeff Rowe – Patterson USD</a>		

Additional Attendees: [Steve Morales, Mayaco](#)

- **CALL TO ORDER**  
Pledge of Allegiance [Attachment A](#)
- **APPROVAL OF MINUTES**
  - i. **Action: January 27, 2020 and February 24, 2020** [Delay: May 18, 2020 Meeting]
- **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.
- **ACTION ITEMS**
  - Approve of CFAD [Attachment B](#)

P. Mendez



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- P. Mendez presented information on the COLA increase. Increase was 2.29 percent as of April 20<sup>th</sup>, 2020. There is a May and August budget revision for the State of California. P. Mendez had P. Parikh explain CFAD. Allocation based on 19-20 allocation that is on the NOVA. New legislation has to be distributed by the percentage that the allocation is. The distribution is even. For 2021 year, \$4,568,709 is the total amount of allocation for the consortium. Members will receive a notification for approval for CFAD approval.*

  - Motion: Jared Hungerford, Second: Tonya Bibbins, Yay: 13, Nay: 0, Abstained: 0

- DISCUSSION ITEMS**

- 2020-21 Annual Plan [Attachment C](#)

P. Mendez

- Executive has pulled together the annual plan for the consortium this year. It is listed in draft form for the committee members to review. Goals are to remain the same, the first goal is of expanding English as a Second language, CTE and Adult Secondary Education. Adult secondary education did come up as a high priority area for staff of the county in the Hanover needs assessment study of this year, there is a need to expand focus through the programs. The number one and number two goals remain the same this year. This year's report added a subsection of South County in terms of trying to capture the overall study as well as adding Calaveras. The number one for Stanislaus County was adult secondary education, followed by English as a second language and then CTE programs in engineering, industrial technology and healthcare. The consortium had strong pathways in high demand skill areas, these all became the overarching themes to this year's annual plan.*

- Impact of COVID-19 on Programs

All

- D. Plaa*

      - County level there are three major programs that the county oversees, one is the coding program, there was not much of an effect on that program because most of it is online anyways. Construction program has had to switch mainly to online classes which has been challenging as students have dropped off along the way. Cathy asked that if there is any ESL program taking on students to get in touch with her.*
    - P. Mendez*

      - Modesto Junior College and Columbia College is in the same boat, all courses had to go online to distance learning. There are some courses that have been classified under essential work for workforce supply which is the healthcare industry and the public and protective services industry. Those programs are continuing in face to face instruction given the on-campus guidelines and procedures. We have also identified suspended courses; those are courses that cannot be completed in the Spring as the aspect of their skill cannot continue or the lecture and the skill cannot continue. These courses will resume once we return to campus. There were about 30 sections of Modesto Junior College that were suspended. Still trying to determine what Fall instruction will look like.*
    - Jared Hungerford*

      - Already had an online curriculum for the high school diploma program so that is continuing as before, we have one on one meetings with students once a week and it was already independent study, moved them to video conference or phone call. ESL does have a zoom class but has seen a large decrease in participation. Keeping enrollment open and have had two new students enrolled.*
    - Antony Little*

      - Diploma students are still continuing to go, haven't added any more, goal is to have 30 students that are on the waitlist for unemployment classes and waiting for the green light from the district to go back to face to face classes.*
    - Araceli Zamora*

      - For Riverbank they were able to conclude the ESL classes on the 17<sup>th</sup> before the shelter in place was set. Was hoping to return on April 27 however that did not happen.*
    - Linda Alaniz*

      - The biggest challenge Turlock has faced is that not everyone has WIFI or access to a device. Goal is that they go one on one starting with the high school diploma program*



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*next year, this actually pushed us in that direction to how to learn online. Teachers are using google classroom, secretaries working that print out the material and then mail them home to the students that don't have access.*

- **Reallocation Process** D. Plaa
  - *With uncertainties on the table, this was moved to table the conversation*
- **Advocacy Webinar [Attachment E](#)** C. Parker
  - *Webinar happening 4.21.20 at three pm. Reviewing some legislative updates and also going over budget concerns*
  
- **REPORTS AND INFORMATION ITEMS**
  - **Upcoming Deadlines ([Attachment D](#);)**  P. Mendez
    - *At least one more scheduled meeting before the Academic Year for some people, this is the time that people are starting to close out for the year and that deadlines are happening. April 30<sup>th</sup> is when the Topspro data is due for quarter three, May 2<sup>nd</sup> is the CFAD, June 1<sup>st</sup> the member expense reports are due for Q3. For Q4 Topspro data, just report on what you have.*
  - **FY19-20 Balance (Carry Over)** P. Parikh
    - *Remind members that as we are in the fourth quarter there are a lot of changes coming our way but the fourth quarter closing will be the carryover for 2021. The 1819 funds that was the carryover from the beginning of this year must be expensed by December 31<sup>st</sup> of this year*
  
- **WEB SITE: [www.myadulthood.org](http://www.myadulthood.org)**
  - *Last Quarter there were 6783 visitors with 14, 585 page views. Most popular days are Tuesdays and Friday's and the right before lunchtime. The most popular download was for Turlock documents. Budget of about \$38,000 for campaigns and marketing*
  
- **PROFESSIONAL DEVELOPMENT**
  - i. CAEP Website: <https://caladulthood.org/Home>
    - *Good opportunity for professional development, there are spaces for instructors to have conversations on good strategies as well as how to provide support for students.*
  
- **ANNOUNCEMENTS/ADJOURNMENT**

*Meeting Adjourned Next regular meeting will be held on Monday, May 18<sup>th</sup>, 2020 at 2:00pm.*



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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.

## CAEP DUE DATES

### 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**



**ATTACHMENT B**

**COLA Allocation Distribution - % of Allocation**

**2020-2021**

**2019-20 Allocation      \$ 4,466,429**

<b>AEBG Mother Lode Consortium 2020-21</b>	<b>2019-20 Allocation</b>	<b>102,280</b>	<b>COLA Allocation</b>	<b>Total Allocation</b>
Big Oak Flat USD	46,935	1%	1,075	48,010
Calaveras COE	112,263	3%	2,571	114,834
Ceres USD	674,243	15%	15,440	689,683
Modesto City School	466,193	10%	10,676	476,869
Newman- Crows Landing USD	114,673	3%	2,626	117,299
Patterson USD	359,306	8%	8,228	367,534
Riverbank USD	100,061	2%	2,291	102,352
Sonora UHSD	82,509	2%	1,889	84,398
SCOE	264,752	6%	6,063	270,815
Summerville UHSD	59,017	1%	1,351	60,368
Tuolumne County	180,940	4%	4,143	185,083
Turlock USD	1,204,158	27%	27,575	1,231,733
Waterford USD	115,033	3%	2,634	117,667
YCCD-MJC (Columbia CTE, LLA, CE)	686,346	15%	15,717	702,063
<b>TOTAL</b>	<b>4,466,429</b>	<b>100%</b>	<b>102,280</b>	<b>\$ 4,568,709</b>

Prepared by: Parul Parikh  
March 3rd, 2020

2.29% COLA

**ATTACHMENT C**

## 69 Yosemite (Stanislaus Mother Lode) Consortium

### Plans & Goals - Consortium

#### Executive Summary

CAEP Stanislaus Mother Lode Regional Consortium continued improvements and integration of adult education services in Stanislaus, Calaveras, and Tuolumne Counties by expanding programs, reducing barriers and increase access and success for adult students, and offerings to include both day and evening classes at additional locations throughout the three-county area. The consortium collaborated during the 19/20 school year on comprehensive adult education website ([myadulthood.org](http://myadulthood.org)) that advertises the adult education programs that are offered by consortium members. All consortium members have been actively invested in promoting the new website and flyers and additional advertising methods have been utilized through community meetings, local movie theatres, local businesses, adult education resource centers, workforce development locations, and several additional events and venues. The CAEP Stanislaus Mother Lode Regional Consortium (YCCD Consortium) proposes to improve and expand adult education in Stanislaus, Calaveras, and Tuolumne Counties by focusing on the following three priorities as identified by consortium voting members.

1. Expand programs currently in existence to include English as a Second Language, Career Technical Education, and Adult Secondary Education.
2. Reduce barriers and increase access and success for adult students by providing childcare, career and college coaches/counselors, and increasing program offerings to include both day and evening classes at additional locations throughout the three-county area.
3. In light of recent events, consortium members we will increase technology and classified/certificated support to these programs in the form of updated software programs, distance-learning sites, and clerical and paraprofessional support. Consortium members will also discuss positive distance learning plans and strategies that were utilized during mandated school closures during the 19/20 school year.

#### Regional Planning Overview

During the 2020-21 school year consortium members will continue to collaborate on a three-year plan that focuses on gaps and employment training that meets the needs of the three-county service area of the Stanislaus Mother Lode Consortium. Strategies will consider environmental scans, review of program progress in closing gaps, and strategic planning conversation around Adult Education in the region.

### Meeting Regional Needs

#### Regional Need #1

##### Gaps in Service / Regional Needs

The Stanislaus Mother Lode Consortium commission two environment scans through Hanover Research in Spring 2020 covering the three-counties that make up the geographic service region. According to these scans, as of 2017 the Stanislaus Mother Lode Region had a population of 634,600 residents (535,684 in Stanislaus County and 98,956 in the Mother Lode). Further over the next 20 years, Stanislaus County's population is projected to increase by over 20% while



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the Mother Lode population is projected to decrease by 12 percent. In Stanislaus County 45% of the population identifies as Hispanic or Latino, with 25% identifying as races non-white groups. By contrast, the Mother lode region is composed of 11.7% Hispanic or Latino plus another 6.9% identifying from races in other minority groups. The median age in the Mother Lode region is between 48.6 and 51.6, while the median age for Stanislaus County is 33.9.

***In Stanislaus County*** 2019 data indicated an unemployment level of 5.2%. However, given the recent COVID-19 situation the UOP Center for Business & Policy Research projected unemployment rising to 20.2% by May 2020. The environmental scan further identified the largest barriers to employment for the Adult Education Pipeline to include: low income, long-term unemployment and English language learners, single parent, displaced homemaker, low levels of literacy and cultural barriers. The study further points to a Stanislaus County Workforce Development report that adds adult employment barriers as lack of soft skills, substance abuse, mental health issues, lack of transportation and lack of a diploma. In addition, the scan references the “low skills in the workforce and low levels of education attainment” noted by the Stanislaus County Comprehensive Economic Development Strategy 2019-2024 EDAC report. The largest occupational groups between 2016 and 2026 are projected to be office & administrative support, sales related occupation, food preparation & serving and transportation & material moving. The occupations projected to experience the fast job growth through 2026 are Other Personal Care and Service Workers and Personal Care Aides. Among the top ten occupations with at least a high school diploma or equivalent the following skills were mentioned most: Microsoft, Communication (verbal and written), customer service, cooperative/team player, CPR, First Aid, Driver’s License, Forklift Certification, Child Development Associate, and ServSafe.

***In Calaveras and Tuolumne County*** less than 50% of the population 16 years and over is in the labor force. In 2017, the median household income in Calaveras County was \$54,800 and in Tuolumne County was \$54,325 or 18% below California’s median household income. Government is the largest employer with retail trade, leisure and hospitality, healthcare and construction making up other major employment sectors. Employers with the most recently posted job listings included Aramark Food and Support Services Group Inc., Adventist Health, Dignity Health, County of Calaveras, Tuolumne County, Therapy Travelers, YCCD, Dodge Ridge, Black Oak Casino and Dell. The largest occupation in the Mother Lode include office & administrative support, food preparation & serving, sales & related occupations and personal care and service. 62 percent of jobs do not specify an educational preference level, 19.6 percent of jobs require a high school diploma, 4.4 percent an associate’s degree and 13.5 percent a bachelor’s degree or higher. The Hanover Research scan LMI market analysis suggests occupational needs in areas such as nursing, medical assistants and secretaries, medical equipment preparers, home health aides, air transportation workers. The scan further references a Center of Excellence study that identifies industries in retail, business and energy and construction, healthcare and public safety among sectors with the largest annual openings.

In consideration of this information, the following areas were noted as most critical in the region: 1) Stanislaus County: Adult Secondary Education 2) Stanislaus County: English as a Second Language Courses 3) Stanislaus County: CTE Programs in engineering, industrial technology and health care 4) Calaveras and Tuolumne County: CTE Programs in health care, tourism, manufacturing and construction 5) Consortium: Stronger Pathways in High Demand Occupations (Workforce Re-Entry, CTE and Pre - Apprenticeship Training) 6) Consortium: Address Barriers to Services (i.e. transportation and Childcare) 7) Consortium: Strengthen Collaborative Initiatives.

### **How do you know? What resources did you use to identify these gaps?**

The Stanislaus Mother Lode Consortium relies on several sources of information in evaluated needs and gaps which include review of: CAEP Launchboard, Hanover Research studies, Centers of Excellence studies, CASA pre-testing



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data, program advisory committee input, local WIOA Boards, local Cradle to Career initiatives, and Adult Education Consortium meetings at the local and state level.

### How will you measure effectiveness / progress towards meeting this need?

Effectiveness/progress will be measured by course enrollment, persistence and completion data, pre & post-tests, case management records, program completion, high school diploma and equivalency completion, achievement of industry recognized certifications and job placement associated to Adult Education Program training.

## Gaps In Service

### New Strategies

#### Strategy #1

1) Expansion of programs and courses offerings in identified communities and satellite centers. Movement of career programs from fee based to “no cost.” And identify community partnerships to fund and support programs. (2) Expand partnerships among consortium memberships, local public agencies and industry. Strengthen Regional Outreach Events, Consortium Website and publications to provide pertinent information regarding HSE, ESL, ABE, ASE, and CTE Short-term Programs. (3) Explore ways to leverage multiple funding sources to expand programs in the region as demand for services increase.

## Seamless Transitions

### New Strategies

#### Strategy #1

ESL course articulation and alignment from Adult Schools to community college in order to facilitate transition to college credit course work. Collaborate with local businesses to design CTE course training based on immediate needs of employers leading to job placement, apprenticeships and/or internships. Expand opportunities to assure students have access to post-secondary academic and career pathways. Expand non-credit and credit offerings Consortium wide.

## Student Acceleration

### New Strategies

#### Strategy #1

Support services and strategies for ABE, ESL, ASE, HSE to accelerate individual academic success. Collaborate with local businesses to design CTE course training based on immediate needs of employers. Evaluation and development of accelerated program models (i.e. bootcamps, contextualizing workplace “soft skills” topics into curriculum, improved education and career counseling for CAEP students, self-paced online curriculum that allows for student acceleration).

## Professional Development

### New Strategies

#### Strategy #1

Develop a shared regional professional development plan to send integrated teams of teachers, staff, and administrators



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from the consortium to attend professional development conferences and/or trainings based upon consortium needs.

### Leveraging Resources

#### New Strategies

##### Strategy #1

Partner where appropriate to provide opportunities for Adult Education learners (i.e. work readiness skills, specific industry technical skills) Leverage employment services with local AJCC Centers and Community Colleges (MJC and Columbia College), and other public agencies. Develop MOUs and agreements with Foothill partners to leverage resources.

### Fiscal Management

**A narrative justifying how the planned allocations are consistent with the annual adult education plan which is based on your CAEP 3-year plan.**

The Stanislaus Mother Lode AE Consortium drafts, discusses and reviews the annual plan for the region taking into consideration the three-year planning documentation and the evolving changes of the region and member programmatic goals in servicing needs. Members further review and assure that annual work and associated allocations are linked to these planning documents and are consistent with CAEP state guidelines and through guidance and direction from the consortium fiscal agent YCCD: Modesto Junior College.

The Yosemite Consortium (Stanislaus Mother Lode Regional Consortium) proposes to improve and expand adult education in Stanislaus, Calaveras, and Tuolumne Counties by continuing to efforts in the following three priorities as identified by consortium voting members:

1. Expanding programs currently in existence to include English as a Second Language, Career Technical Education, and Adult Secondary Education,
2. Reducing barriers and increasing access and success for adult students through the provision of child care, career and college coaches/counselors, and increasing program offerings to include both day and evening classes at additional locations throughout the three-county area, and
3. Increasing technology and classified support to these programs in the form of updated software programs, distance learning sites, and clerical and para-professional support.
4. Implement high wage/high demand courses and opportunities that will lead to specific industry certifications.

Thus, continuing alignment with the current three year plan.

**An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for the 2020-21 Academic Year:** Carry-over funds will be implemented according to guidelines directed by CDE AB104.

The AE Stanislaus Mother Lode Consortium will share during the first quarter of the 2020-21 academic year updated individual workplans from individual consortium members.

**ATTACHMENT A**



**LEGISLATIVE  
ADVOCACY  
REIMAGINED**

**LIVE  
WEBINAR**

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TUE APR 21  
3:00 PM

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**ATTACHMENT A**

