

**Stanislaus Mother Lode
Adult Education Consortium
Meeting**

**Monday, September 20, 2021
2:00 P.M. – 4:00 P.M.**

Zoom Confer

Meeting Minutes

Consortium Voting Members

X	Jessie Ceja – Turlock USD	X	Tonya Bibbins – Waterford USD
X	Emily Harry – Ceres USD	X	Jared Hungerford (Co-Chair) – Calaveras COE
	Antony Little – Modesto CS	X	Rick Gonzalez – Newman-Crows Landing USD
X	Pedro Mendez (Director) - Modesto JC	X	Roy Morlan – Sonora UHS
X	Cathy Parker – Tuolumne CSOS	X	Dallas Plaa (Chair) – Stanislaus COE
X	Catherine Steyer – Summerville UHSD	X	Colleen Whitlock – Big Oak Flat Groveland USD
X	Araseli Zamora – Riverbank USD	X	Ryan Frye – Columbia College
	Marcos Huerta – Patterson USD		

1. CALL TO ORDER: 2:03 P.M.

- a. Roll Call
- b. [Pledge of Allegiance](#): Led by J Hungerford, Calaveras COE

2. APPROVAL OF AGENDA

3. PUBLIC COMMENTS - Public comments are allowed at this time on the agenda. The Consortium Chairperson will recognize any member of the audience wishing to speak on matters related to Adult Education. 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.

Tira Lawhorn shared that financial aid season is coming and they have an MEOC program that can help students. Contact info for Tira is: Office Phone: 209.588.5077; Cell Phone: 209.353.3136; Email: lawhornt@yosemite.edu.

4. ACTION ITEMS

- a. August 9, 2021 Meeting Minutes
[Motion](#): Accept Agenda as presented. [Motion: P Mendez, Second: R Morlan]
[Roll Call](#): Ayes = 10, Nays = 0, Abstained = 3, Not Present for Vote = Patterson USD, Modesto CS

5. PRESENTATION & DISCUSSION ITEMS

- a. Bay Valley Tech – Program Update: Phillip Lan presented a slideshow discussing more in depth about Bay Valley Tech. The program creates more opportunities for employment and can grow the economy. They are looking to extend Partnership Development. Academy is 7 months. Through current partnerships training has been presented for free. Phillip Lan contact info: Email: phil@bayvalleytech.com; Direct line: (510) 703-5814.

- b. Adult Education - Program and Services Overview.
[Corrections/Additions were made to Page 3 of the agenda.](#)
- c. CAEP Virtual Summit 2021: [October 26-28, 2021](#)
- d. CAEP Professional Development Resources – Additional professional development opportunities can be found at this link: [Training - California Adult Education Professional Development \(caadulthoodtraining.org\)](#)

6. FISCAL AND STUDENT DATA REPORTING UPDATES

- a. Member Due:
 - 21/22FY Member Work Plan Due in NOVA – 09/30/21
 - [20/21FY Program Area Information Reporting -09/01/21](#)
 - [20/21FY Q4 Expense Report – 09/01/21](#)
- b. Consortium Certification
 - 20/21FY Q4 Expense Report – 09/30/21
 - 20/21FY Program Area Information Reporting – 12/01/21

7. ANNOUNCEMENTS/ADJOURNMENT

Next regular meeting: October 18, 2021

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



Adult Education Stanislaus Mother Consortium – Academic Year 2021-22

Mother Lode Area:	Stanislaus Area:
<p>INSTRUCTION PROGRAMS</p> <ul style="list-style-type: none"> ➤ Adult Education Instruction ➤ College Prep Courses ➤ Construction Cohort ➤ Great Valley Conservation Corps ➤ English as a Second Language Instruction ➤ Family Literacy- Learning Quest ➤ Hi-Set and/or GED Classes ➤ MEOC Adult Education- Tira Lawhorn ➤ Virtual Curriculum ➤ Adult Ed. Outreach ➤ Adult Ed. Summer School ➤ Testing Centers ➤ To Keep Teachers ➤ Tutoring ➤ Short Term CTE Programs <ul style="list-style-type: none"> ○ Bus Driver Program <p>SERVICES</p> <ul style="list-style-type: none"> <input type="checkbox"/> AE Administration <input type="checkbox"/> AE Clerical Support <input type="checkbox"/> AE Career Navigator (Adult Students) <input type="checkbox"/> AE Counseling Services <input type="checkbox"/> AE College Transition Specialists 	<p>INSTRUCTION PROGRAMS</p> <ul style="list-style-type: none"> ➤ ABE and ASE Instruction ➤ Book Club ➤ Citizenship Classes ➤ English As A Second Language Instruction ➤ Hi-Set and GED Instruction ➤ Paraprofessional ➤ Stancareerpath.com ➤ Tutoring ➤ Short Term CTE Program <ul style="list-style-type: none"> ❖ Truck Driving Program ❖ OSHA 10 ❖ NCCT Construction <ul style="list-style-type: none"> ○ Sheet Metal ○ Welding Classes ○ Forklift Classes ○ Custodial Boot Camp ○ Volt Maintenance Mechanic ○ Volt on the go ○ Book Keeping ○ Quick Books ○ Computer Literacy ❖ Coding/Web Developing ❖ Computer Support Specialist ❖ C.N.A. Program ❖ EMT Classes ❖ Pharmacy Tech Programs ❖ Phlebotomy Program ❖ Medical Billing and Coding <ul style="list-style-type: none"> ○ Medical Interpretation ○ Clinical Medical Assisting Class <p>SERVICES</p> <ul style="list-style-type: none"> <input type="checkbox"/> AE Child Care Services <input type="checkbox"/> AE Clerical Support <input type="checkbox"/> AE Career Navigator (Adult Students) <input type="checkbox"/> AE Administration <input type="checkbox"/> AE Counseling Services <input type="checkbox"/> AE College Transition Specialists <input type="checkbox"/> MJC ESL On-Campus Welcome Center <p>❖ = 3rd Party Industry Recognized Certification</p>

Consortium Wide:

- Consortium Fiscal, Reporting and Compliance
- Hanover Research
- Mayaco Inc. Web-Site Services

CAEP Summit 2021



**REIMAGINING
ADULT EDUCATION
CAEP SUMMIT
2021**

*Same Foundation, New Way Forward.
Recovery. Equity. Transition.*

CAEP SUMMIT 2021
Join Us on the vFAIRS Platform!

OCTOBER 26-28

  

Adult educators from across the state are early registering for the CAEP Summit 2021! You have not missed out yet. If you have not done so already, register for this amazing three-day professional learning experience. We listened to your feedback and have provided more opportunities to engage with fellow colleagues inside the platform. And not to mention, it's FREE to attend the conference! If you are looking for innovative, impactful, and practical tools, strategies, and resources to implement at your school site, this conference is for you. If you enjoy learning from your adult education colleagues, this conference is for you. Don't hesitate – registration is going strong, with limited capacity, and on a first come, first serve basis. Register today!

2021-22 Academic
Year CAEP
Stanislaus Mother Lode Consortium Meeting
Dates

Date	Day	Time
August 9, 2021	Monday (2 nd)	2:00pm to 4:00pm
September, 20, 2021	Monday	2:00pm to 4:00pm
October, 18, 2021	Monday	2:00pm to 4:00pm
November 15, 2021	Monday	2:00pm to 4:00pm
January 24, 2022	Monday (4 th)	2:00pm to 4:00pm
February 28, 2022	Monday (4 th)	2:00pm to 4:00pm
March 21, 2022	Monday	2:00pm to 4:00pm
April 11, 2022	Monday	2:00pm to 4:00pm
May 16, 2022	Monday	2:00pm to 4:00pm

CAEP Deadlines

	Members	Consortia	CAEP
September	<ul style="list-style-type: none"> Actual Instruction Hours and Expenses by Program Area in NOVA (2020-21) Enter 21/22 Budget & Work Plan in NOVA YTD Expense (Q4) 2020-21FY 	<ul style="list-style-type: none"> Estimates Expense by Program Area Enter 21/22 Budget & Work Plan in NOVA YTD Expense (Q4) 2020-21FY 	
October	<ul style="list-style-type: none"> Student Data TOPSPro (Q1) 	<ul style="list-style-type: none"> Certify 21/22 Budget & Work Plan in NOVA 	
November			
December	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q1) 	<ul style="list-style-type: none"> Actual Instruction Hours and Expenses by Program Area in NOVA (2020-21) YTD Expense Report in NOVA (Q1) 	
January	<ul style="list-style-type: none"> Student Data TOPSPro (Q2) 		
February			February 28, 2022: CFAD 2022-23 and 2023-24 release
March	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q2) 	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q2) 	
April	<ul style="list-style-type: none"> Student Data TOPSPro (Q3) 	<ul style="list-style-type: none"> Approval of 22/22 Workplans 	
May		<ul style="list-style-type: none"> CFAD for 2022-23 due in NOVA 	
June	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q3) 	<ul style="list-style-type: none"> YTD Expense Report in NOVA (Q3) 	
July			
August	<ul style="list-style-type: none"> Student Data TOPSPro (Q4) 	<ul style="list-style-type: none"> Annual Plan in NOVA 	