

**Stanislaus Mother Lode
Adult Education Consortium
Meeting**

**Monday, January 23, 2022
2:00 P.M. – 4:00 P.M.**

Zoom Conference

Meeting Minutes

Consortium Voting Members

X	Jessie Ceja – Turlock USD	X	Tonya Bibbins – Waterford USD
X	Emily Harry – Ceres USD	X	Jessica Dorris – Calaveras COE
X	Antony Little – Modesto CS (Chair)	X	Rick Gonzalez – Newman-Crows Landing USD
X	Pedro Mendez (Director) - Modesto JC	X	Ed Pelfrey – Sonora UHS
X	Colleen Whitlock -(Co-Chair Tuolumne CSOS	X	Kevin Fox – Stanislaus COE
	Jennifer Osterhout – Summerville UHSD	X	Colleen Whitlock – Big Oak Flat Groveland USD
X	Armando Nunez – Riverbank USD	X	Steve Amador – Columbia College
X	Corrin Rivera – Patterson USD		

1. CALL TO ORDER: 2:05 P.M.

- a. Roll Call
- b. [Pledge of Allegiance: Waterford, T Bibbins.](#)

2. APPROVAL OF AGENDA

[Roll Call: Ayes =14, Nays = 0, Abstained = 2, Not Present for Vote: Summerville](#)

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.

[No public comments.](#)

4. ACTION ITEMS

- a. Approval of October 17, 2022, Meeting Minutes
[Motion: Approved November 28, 2022, Meeting Minutes \[Turlock USD, second: SCOE\]](#)
[Roll Call: Ayes = 14, Nays = 0, Abstained = 0, Not Present for Vote = Summerville USD.](#)

5. MEMBER SHAREOUT

- Turlock USD and Modesto City Schools shared their partnership with Cal Pro Training.
- LAO report for CAEP Funding was reviewed and will be left as an Agenda Item for follow-up. Changes to distribution have not been finalized and the present report is just a suggestion but we should anticipate seeing changes in the near future.
- Consortia members requested a google docs form to be created and shared internally with all of the programs each district offer.

- Members who were missing Program Area Reporting in NOVA were suggested to please submit the reports as soon as possible.
- Tonya Bibbins has lost an administrator- doing double duty, expect delayed responses.
- Send Kevin Fox an update on the dates we need to reserve for the face-to-face meeting in May

6. FISCAL AND STUDENT DATA REPORTING UPDATES

Members:

January 2023

- **Jan 31:** Student Data due in TOPSPro (Q2)
- **Jan 31:** Employment and Earnings Follow-up Survey

February 2023

- **Feb 28:** Preliminary allocations for 2022-23 and 2023-24 released by this date.

7. ANNOUNCEMENTS/ADJOURNMENT

- a. Announcements
- b. The meeting adjourned at 3:12 pm

Next regular meeting: February 27, 2023, Zoom

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



Pending

Adult Education Stanislaus Mother Consortium – Academic Year 2022-23

Mother Lode Area:	Stanislaus Area:
<p>INSTRUCTION PROGRAMS</p> <ul style="list-style-type: none"> ➤ Adult Education Instruction ➤ College Prep Courses ➤ Hi-Set and/or GED Classes ➤ Virtual Curriculum ➤ Adult Ed. Outreach ➤ Adult Ed. Summer School ➤ Testing Centers ➤ 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-Waterford ➤ Book Club-Waterford ➤ Citizenship Classes ➤ English As A Second Language Instruction-Waterford ➤ Hi-Set and GED Instruction ➤ 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 ● Para Bootcamp & FSSA Test Prep ● Bus Driving ● Patch Bootcamp ● Culinary ○ 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"/> 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

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

Date	Day	Time
August 22, 2022	Monday (In person)	2:00pm to 4:00pm
September 19, 2022	Monday	2:00pm to 4:00pm
October 17, 2022	Monday	2:00pm to 4:00pm
November 28, 2022	Monday (in person)	2:00pm to 4:00pm
January 23, 2022	Monday	2:00pm to 4:00pm
February 27, 2023	Monday	2:00pm to 4:00pm
March 20, 2023	Monday	2:00pm to 4:00pm
April 17, 2023	Monday	2:00pm to 4:00pm
May 15, 2023	Monday (in person)	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 (2021-22) Enter 22/23 Budget & Work Plan in NOVA YTD Expense (Q4) 2021- 22FY 	<ul style="list-style-type: none"> Estimates Expense by Program Area Enter 22/23 Budget & Work Plan in NOVA YTD Expense (Q4) 2021-22FY 	
October	<ul style="list-style-type: none"> Student Data TOPSPro (Q1) 	<ul style="list-style-type: none"> Certify 22/23 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 (2021-22) 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 22/23 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	• Student Data TOPSPro (Q4)	• Annual Plan in NOVA	

Pending