

**Stanislaus Mother Lode
Adult Education Consortium
Meeting**

**Monday, August 21, 2023
2:00 P.M. – 4:00 P.M.**

In-Person

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)		Liliana Esquivel – Newman-Crows Landing USD
x	Pedro Mendez (Director) - Modesto JC	x	Ed Pelfrey – Sonora UHS
	Colleen Whitlock (Co-Chair Tuolumne CSOS)	x	Kevin Fox – Stanislaus COE
x	Jennifer Osterhout – Summerville UHSD	x	Diana Harford – Big Oak Flat Groveland USD
x	Armando Nunez – Riverbank USD		Brandon Price – Columbia College
	Corrin Rivera – Patterson USD		

1. CALL TO ORDER: 2:02 P.M.

- a. Roll Call
- b. Pledge of Allegiance: Kevin Fox

2. APPROVAL OF AGENDA

Roll Call: Ayes =11, Nays = 0, Abstained = 4, Not Present for Vote: Tuolumne CSOS, Patterson USD, Newman Crows-Landing USD, Columbia College.

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 Agenda
Motion: Approved Agenda August 21, 2023 [J Ceja, second: K Fox, Ed Pelfrey]
- b. Approval for Medical Assistant program & Electro-Mechanics Program (Turlock USD)
Motion: Approved Medical Assistant Program & Electro-Mechanics Program [Ceres, second: Waterford USD, Calaveras COE]
- c. ELL Healthcare Pathways Plan-
Motion: Approved ELL Health Care Pathway Funds be dedicated to serving Stanislaus County Adult Schools [, second: Calaveras COE]

5. MEMBER SHAREOUT

6. FISCAL AND STUDENT DATA REPORTING UPDATES

August 2023

- **Aug 15:** Annual Plan for 2023-24 due in NOVA *

September 2023

- **Sep 1:** 21/22 and 22/23 Member Expense Report due in NOVA (Q4)
- **Sep 1:** 22/23 Certification of Allocation Amendment due in NOVA
- **Sep 30:** 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** 23/24 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

7. ANNOUNCEMENTS/ADJOURNMENT

- a. Announcements
- b. The meeting adjourned at 3:58 pm

Next regular meeting: September 18, 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

**2023-24 Academic Year
CAEP
Stanislaus Mother Lode Consortium Meeting Dates**

Date	Day	Time
August 21, 2023	Monday (in person) 1040 Wakefield Drive Oakdale CA 95361	2:00pm to 4:00pm
September 18, 2023	Monday	2:00pm to 4:00pm
October 23, 2023	Monday	2:00pm to 4:00pm
November 27, 2023	Monday (in person) 1040 Wakefield Drive Oakdale CA 95361	2:00pm to 4:00pm
January 22, 2024	Monday	2:00pm to 4:00pm
February 26, 2024	Monday	2:00pm to 4:00pm
March 18, 2024	Monday	2:00pm to 4:00pm
April 15, 2024	Monday	2:00pm to 4:00pm
May 20, 2024	Monday (in person) 1040 Wakefield Drive Oakdale CA 95361	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 (2022-23) Enter 21/22 Budget & Work Plan in NOVA YTD Expense (Q4) 2021-22FY 	<ul style="list-style-type: none"> Estimates Expenses 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 22/22 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 	

Pending