

Meeting Minutes

North Coast Education Consortium

College of the Redwoods via Zoom

August 3, 2020, 1:00 PM-3:00 PM

Members Present: Randy Fugate, Sheri Jensen (filling in for Brad Albee), Margaret Talcott, Jack Bareilles

Also Present: Megan Schroeder, Tina Vaughan

Not Present: Angelina Hill, Brad Albee

Call Meeting to Order

Margaret Talcott called the meeting to order at 1:03pm

- Additions/Adjustments to Agenda - Adjustment to the agenda was made to allow extra time for Jack Bareilles to join in. Agenda began with Member Updates. Followed by the consent Agenda, Allocation Amendment and Annual Plan in that order.
 - Public comments – There were no public comments.

Membership Updates

- College of the Redwoods, Adult Education
 - Director of Adult Education position will be eliminated effective August 21, 2020.
 - Angelina Hill will take over Adult Education
 - Good news with classes for Fall: Correspondence Education at the HCCF has increased. Offerings have been expanded into more dorms/cell units than ever before.
 - Living Skills classes are using Zoom. Synchronous instruction focusing on basic literacy skills; also a communication through art class on Fridays.
 - ESL population struggles to access technology and sometimes language barrier
 - CR purchased 60 Chromebooks for students to use through our Lending Program
 - One face-to-face class, Fire Program that will run from Oct-Jan.
 - California Conservation Corps (CCC) classes will continue in fall.
- Del Norte Adult School
 - Classes will be both virtual and face-to-face. Mostly one-on-one, if it is face-to-face.
 - Will continue and hope to expand HiSET prep and diploma work.
 - Hmong classes will continue in the fall.
- Eureka Adult School
 - Will continue with HiSET prep, diploma and GED prep.
 - CNA classes are still going strong.
 - ESL will continue as it has been in the past taking into consideration public health guidelines and fiscal situation as well.

- Northern Humboldt Union High School District
 - Classes are all online, same as Eureka City Schools.
 - Nothing formal yet, waiting for Board approval, but some special education classes potentially will receive some support in small numbers.

Articulation Agreements

- Margaret spoke about the discussions for the last year to help students forward with their goals by having their classes from multiple sites; i.e, Eureka Adult School and CR Adult Ed count towards reaching student's goal. It was left to Del Norte Adult School, Eureka Adult School and Northern Humboldt School District to see how to adopt.
 - Discussion ensued regarding High School Equivalency exam success and figuring out how to best support adults in continuing their education.
 - Margaret shared that CR does not offer diplomas, but were offering the HiSET twice a month prior to COVID 19 in different locations. The Job Market, Hoopa, Gene Lucas Center and the HCCF where 3 students passed last year. There were 20-30 people in the community who took the exams, but no one passed all 5 exams.
 - Next steps for adult schools is to look it over with your administrators to see where it needs to go next. Figure out which classes and stipulations are needed to approve. Goal as a consortium is to have something in place by the next academic year, August 2021.

Moving back onto the agenda: Angelina Hill is now a voting member for CR

- Approve Consent Agenda – Jack Bareilles motioned, Randy Fugate seconded.
 - 3 aye votes, Motion approved.

Allocation Amendment

- Consortium received 11.2257% increase that is supposed to go to all members. There could be an additional change by the governor's office, but you'll have to go through this process again. But these are roughly the numbers with the consortium approval and then also approve in NOVA.
 - Jack asked is the funds will actually be sent by the state or by IOUs like with the schools.
 - Margaret noted that from the last CAEP meeting, other consortia members were planning their budget as if they were receiving the decreased amount and then use the extra money as a safety mechanism. But, nothing in writing from the CAEP yet.
 - Sheri Jensen motioned to approve the CAEP allocation, Jack Bareilles seconded.
 - 3 aye votes, Motion approved.

Annual Plan Review FY 20/21

- Randy asked if there was a departure from the previous year's strategies.
 - Margaret noted that the annual plan was very similar to previous year, but as part of the annual plan, the consortium was tasked to include a little about equity, COVID 19 and

about the budget reduction. Most of the budget reduction was left in even though we were given 11% back because that's what we were tasked with. Most of the proposed annual plan is very similar to last year. For CAEP, find success within our consortium, try to meet our goals and make them attainable.

- Approve Annual Plan – Jack Bareilles motioned, Sheri Jensen seconded to approve the 20/21 Annual Plan.
 - 3 aye votes, Motion approved.
- Margaret will submit the document in NOVA, then it will formally ask voting members to submit your vote for the plan. Once that goes through, it will send a reporting page for you to report what you did for last year's annual plan.
- August 15th is the deadline to make sure members get into NOVA to approve and approval will stay in NOVA as a document.

Review Deliverables Calendar

- For the 20/21 school year
 - Deadlines for the consortia: a few in September and October. TOPSpro Enterprise/CASAS Data Integrity Report due August 1st. It's important because CAEP can remove funding if it is not done. Quarter 4 is the most important to report because you take all the student hours based on program area, match it up with the true cost of running that program.
 - All expenses need to be in by September 1st and we will certify Quarter 4 by September 30th.
 - Margaret shared that CASAS is moving more towards performance measures. One more reason why the articulation agreements might be a really important thing to have and make what the consortium is doing stronger.

NCAEC Quarterly Meeting Dates 20/21

- November 6th : 1-3pm
- February 5th: 1-3pm
- April 16th: 1-3pm
- August 6th: 1-3pm

Closing Remarks & Public Comments

- No public comments.

Margaret Talcott adjourned the meeting at 1:59pm.