

Meeting Minutes

North Coast Adult Education Consortium

Zoom: <https://cccconfer.zoom.us/j/94341515549>

1 669 900 6833 (US Toll)

Meeting ID: 943 4151 5549

April 16, 2021 // 1:00pm – 3:00pm

Members Present: Pru Ratliff, Jack Bareilles, Brad Albee, Randy Fugate

Others present: Colby Smart (HCOE), Jennifer Fairbanks (HCOE)

Call Meeting to Order

Pru Ratliff called the meeting to order at 1:04 PM.

- Additions/Adjustment to Agenda – There was no adjustment to the Agenda.
 - Public Comment – There were no public comments.
- Approve Minutes from Apr. 16th / Consent Agenda – Brad Albee made a motion, Pru Ratliff second. Motion approved.

Allocations, for 2021-22 & 2022-23

- Pru Ratliff reviewed allocations for 2021-22 & 2022-23, and commented that at this time, the allocations are pretty much the same as last year. No further discussion.

Annual Plan –

- Discussion among consortium members about how to proceed and approach of annual plan. Brad Albee and Randy Fugate will be attending the upcoming webinar, then will proceed with review. Discussion about meeting sometime in June to get Annual Plan completed. Meeting date set for June 14th at 10am.

Cyber High Renewal

- Cyber High is up for renewal on June 30, 2021. Consortium members in attendance agreed to renew.

Member Updates

- Jack Bareilles: No updates at this time. Asked about College of the Redwoods' plans for face-to-face classes for Fall 2021. Life Skills students are eager and ready to attend.
- Brad Albee: has a teacher out on leave; but has coverage. Mentioned some of their Adult Ed curriculum is outdated. Planning to use carryover funds to purchase new curriculum.
- Randy Fugate: no updates. Excused from meeting at 1:36pm

- Pru Ratliff: ESL curriculum being updated, to improve meeting student's needs. Announced classes for Summer 2021 (ESL, ASL, GED Prep, Getting Started with Computers) Reminder about the Medical Assisting program moving from Community Ed to Adult Ed for Fall 2021

Closing Remarks and Public Comment

- **Due Dates / Deliverables** – quick review of remaining due dates for this year.
- **Public Comment:** Jennifer Fairbanks from HCOE inquired about upcoming classes / opportunities at College of the Redwoods. Pru Ratliff to send flyers / information. HCOE attendees Smart and Fairbanks extended their gratitude for being invited to the meeting.

Pru Ratliff adjourned the meeting at 1:59 PM.

Next Meeting
August 5, 2021
1:00pm – 3:00pm