

AGENDA

North Coast Adult Education Consortium
Zoom: <https://cccconfer.zoom.us/j/95704926176>

1 669 900 6833 (US Toll)
Meeting ID: 957 0492 6176

February 5, 2021
1:00pm – 3:00pm

Time	Agenda Topics	Action
1:00pm – 1:10pm	Call Meeting to Order <ul style="list-style-type: none">• Welcome & Introductions• Additions/Adjustment to Agenda<ul style="list-style-type: none">○ Public Comment• Approve Consent Agenda• Approve Minutes from 11-6-2020	Members Public Members
1:10pm – 1:30pm	<ul style="list-style-type: none">• Allocations for 2021-22 & 2022-23<ul style="list-style-type: none">○ CFAD Due May 2, 2021• Report out on Webinar – Governor’s Budget	Members
1:30pm – 2:15pm	<ul style="list-style-type: none">• Annual Plan – Due August 15, 2021• Strategy for completing	Discussion
2:15pm – 2:30pm	<ul style="list-style-type: none">• Community School Grant	Jack & All
2:30pm – 2:55pm	<ul style="list-style-type: none">• Member updates	Discussion
2:55pm – 3:00pm	<ul style="list-style-type: none">• Closing Remarks<ul style="list-style-type: none">○ Due Dates – Attached below• Meeting Adjourn	All

Next Meeting
March 16, 2021
1:00pm – 3:00pm

Meeting Minutes
North Coast Adult Education Consortium
November 6, 2020, 1:00 PM – 3:00 PM

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

Others Present: Tami Engman

Call Meeting to Order

Pru Ratliff called the meeting to order at 1:06 PM.

- Additions/Adjustment to Agenda – There was no adjustment to the Agenda.
 - Public Comment – There were no public comments.
- Approve Consent Agenda – Jack Bareilles made a motion, Randy Fugate second. Motion approved.

Bylaws: Review, Discuss and Adopt

- Pru Ratliff asked for approval from the Consortium on the updated Bylaws. Discussion based on last edits, making sure correct members/partners are listed. Motion by Jack Bareilles and seconded by Brad Albee. Motion Approved.

Review Deliverables Calendar Due Dates

The Consortium members present reviewed the due dates. Comment was made that this is a helpful document to have, as it shows the due dates. Screen share done of CalAdultEd.org, which is a helpful tool to have as well. This shows due dates. Recommendation that everyone subscribes to the newsletter through this site. Pru Ratliff sent web link to members.

Member Updates

- Jack Bareilles and Brad discussed credit recovery amongst students, and said that it would hopefully go thru Cyber High.
- Brad Albee discussed their being 2 employees working right now for Eureka Adult Education that include 1) drop in times 2) appointment times and 3) ESL or citizenship. Working on doing an online/Zoom class
- Pru Ratliff discussed College of the Redwood's Phlebotomy and Medical Assisting programs and the rubrics that are used to score applicants.
- Randy Fugate stated he has 3 teachers working on 1) Language classes 2) CTE classes and 3) Diploma and HiSET. Also mentioned that Del Norte hosts their own HiSET program.
- Discussion amongst members present regarding College of the Redwoods' classes geared towards students with disabilities, which start January 16, 2021 (spring semester). Those classes are: GUID 210: Survival Vocabulary & Basic Literacy for Students with Disabilities and GUID 252: Communication thru Adaptive Art.

Closing Remarking and Public Comment

There were no public comments.

Pru Ratliff adjourned the meeting at 1:40 PM.

CAEP Deliverables Calendar

February 2021

- Feb 28: Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- Mar 1: 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- Mar 1: Close out of 18/19 Member Funds due in NOVA
- Mar 31: 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- Mar 31: Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- Mar 31: End of Q3

April 2021

- Apr 30: Student Data due in TOPSPro (Q3)

May 2021

- May 2: CFADS for 2021-22 due in NOVA

June 2021

- Jun 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- Jun 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4