

AGENDA

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

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 2-5-2021	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○ Determine Allocation Amounts• Report out on Webinar – CFAD	Members
1:30pm – 2:15pm	<ul style="list-style-type: none">• Annual Plan – Due August 15, 2021<ul style="list-style-type: none">○ Report out on Webinar – State Priorities○ Strategy for completing	Discussion
2:15pm – 2:30pm	<ul style="list-style-type: none">• Cyber High Renewal	Members
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
August 6, 2021
1:00pm – 3:00pm

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

Meeting Minutes

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

Members Present: Pru Ratliff, Brad Albee, Randy Fugate

Call Meeting to Order

Pru Ratliff called the meeting to order at 1:03 PM.

- Additions/Adjustment to Agenda – There was no adjustment to the Agenda.
 - Public Comment – There were no public comments.
- Approve Consent Agenda – Brad Albee made a motion, Randy Fugate second. Motion approved.
- Approve Minutes from 11-6-2020 – Randy Fugate made a motion, Brad Albee second. Motion approved.

Allocations for 2021-22 & 2022-23 / Report out on Webinar – Governor’s Budget

Reminder that CFAD is due on May 2, 2021. Recent webinar for budget allocations showed a 1.5% increase for 2021-22, and preliminary allocations will be released this month. Pru reminded everyone to sign up for the newsletter. Randy and Brad confirmed they are signed up. Regarding carryover of budget – this is still being discussed. We will keep an eye on this as it progresses. Reminder to make sure prior plans are certified in NOVA. Summary of activities section will become a required field moving forward. Discussion about upcoming webinars; CASAS on March 25, 2020, Institute in June on 2 separate dates (June 17 /18 or June 22/23). Question was asked regarding CFAD process and whether or not there is training available? Pru stated she would make contact with Veronica for a process overview.

Annual Plan

The group will discuss a strategy for completion of the Annual Plan at the April 16, 2021 consortium meeting.

Community School Grant

Member Jack Bareilles sent request for this agenda item. Looking for a letter of support for a community school grant. Members in attendance had questions in re: is this in kind money / funding or actual money / funding that we are being asked for?

Member Updates

- Brad Albee noted that there are 2 teachers providing GED and ESL, there are currently 2 in the group, and some doing drop in. Doing a citizenship class online in the evenings. Brad also mentioned that they have a better flex

of schedules now. Finally, Adult Education is working on CNA classes again, after most of the facilities took on this training for a while.

- Randy Fugate noted that they are providing HiSET testing, and that language classes are still on hold because of COVID. Randy also mentioned that they are looking @ the CAN program as well as welding classes.
- Pru Ratliff noted that there currently are no face to face Adult Education classes, and there are 5 classes (correspondence) at the Humboldt County Correctional Facility. The department is currently doing a review of their online Adult Education classes. The sign language class that is currently being offered this spring is a success! Pru also noted that the Medical Assisting program will be moving to Adult Education (from Workforce & Community Education). Pru also mentioned that CR has an upcoming 40 hour Wildland Fire School in March that will be held in Del Norte.

Closing Remarks and Public Comment

There were no public comments.

Pru Ratliff adjourned the meeting at 1:59 PM.

Next Meeting
April 16th , 2021
1:00pm – 3:00pm