



Butte-Glenn Adult Education Consortium Minutes of Regular Meeting

The Voting Members of Butte-Glenn Adult Ed Consortium met via Zoom on
December 3, 2021 | 9:00am

<https://cccconfer.zoom.us/j/97886472702> or call +16699006833,668259978#

Access the recording [here](#)

Voting Members Present

Jeff Ochs, Oroville Union High School District
Lisa Morgan, Glenn County Office of Education
Teresa Ward, Butte-Glenn Community College District
Mike Lerch, Paradise Unified School District

Voting Members Absent

Jeremy Powell, Hamilton Union School District
Jennifer Foglesong, Butte County Office of Education

Others Present

Elena Jones, Glenn County Office of Education
Linda Riggle, Glenn County Office of Education
Heather Tovey, Butte County Library

1. **Agenda Approval**

Jeff Ochs made a motion to approve the Agenda as presented, seconded by Teresa Ward. Motion carried unanimously.

2. **Communications from the Public – Consent Agenda**

None

3. **Approval of Consent Agenda**

Lisa Morgan made a motion to approve September 3, 2021 Minutes. The motion was seconded by Teresa Ward. Motion carried unanimously.

4. **Information and Reports**

- a. Contracts Status 2021-2022 Sending out for signature this week
- b. NOVA Reporting and [Upcoming Deadlines](#) – Informational Report & Discussion
 - Dec 1: July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
 - Dec 1: 19/20, 20/21 & 21/22 Member Expense Report Due in NOVA (Q1)
 - Dec 31: 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA

(Q1) *

- Dec 31: End of Q2

c. 2022-2025 Three Year Plan

- Work session today immediately following the adjournment of today's meeting
- <https://caladulted.org/Administrators/43> Three Year Plan Resources
- Available/open in NOVA by February 28, 2022
- A template has been provided for consortia to use in organizing their three-year plan content prior to submission in NOVA. [link to template]
- Final plans must be submitted and approved by member representatives in NOVA no later than June 20, 2022.

d. Member Agency Reporting Assistance – Oroville Adult Education – Discussion of Services

e. Consortium Member Conference/Training Report Out and Resources – Informational Report

- <https://www.caadultedtraining.org/> Upcoming events and trainings
- <https://caladulted.org/Administrators/381> Fiscal Reporting
- <https://caladulted.org/Administrators/379> and <https://caladulted.org/Administrators/43> Annual/3 year plan
- Others

f. Consortium Member New or Noteworthy Programs, Program Changes – Informational Report & Discussion

- Butte College: Non-credit ESL in spring and new English Department Chair next year.
- Glenn County Office of Education: Development/idea stage for LVN and CNA, aviation simulation, ADA training, and food services.
- Oroville: Accreditation status, ESL in Chico has enrollment growth (primarily refugees), their new catalogue came out.
- Paradise: 18 students in the diploma program.

5. **Action Items**

Consideration and proposal of future Three Year Planning Work Sessions

- Jan, March, and May
- existing Quarterly meetings- extend for work session in addition to “homework”
- Other ideas

Motion to approve existing Quarterly meetings- extend for work session in addition to “homework” made by Teresa Ward, seconded by Mike Lerch and was unanimously approved.

6. **Communications from the Public**

This item on the agenda provides an opportunity for the public to address the Voting Members on any topic that is or is not on the Agenda. The Voting Members may also hear any written correspondence addressed to the Voting Members at this time. **A three minute time limit will be allotted to each speaker. Twenty minutes shall be the maximum time allotted for public speakers on any one subject regardless of the number of speakers at the meeting.**

- Dual Enrollment: Please contact Tanna Neilsen at neilsenta@butte.edu for more information.

7. **Next Meeting Dates**

First Fridays 9-10:00am via Zoom:

- March 4, 2022
- May 6, 2022

8. **Adjournment**

The meeting was adjourned at 9:40am and the Three Year Plan Work Session followed.