# 

# Butte-Glenn Adult Education Consortium – Notice of Regular Meeting

## May 6, 2022 | 9:00am

## Zoom meeting: <https://cccconfer.zoom.us/j/97886472702>

**MINUTES**

**Voting Members Present**

Jeff Ochs, Oroville Union High School District

Teresa Ward, Butte-Glenn Community College District

**Voting Members Present**

Elena Jones, Glenn County Office of Education

Mike Lerch, Paradise Unified School District

Jennifer Foglesong, Butte County Office of Education

Jeremy Powell, Hamilton Union School District

**Others Present**

Lourdes Ruiz, Glenn County Office of Education

1. **Approval of Agenda**

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

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

None

1. **Approval of Consent Agenda**

Jeff Ochs made a motion to approve the March 4, 2022 Minutes. The motion was seconded by Lourdes Ruiz. Motion carried unanimously.

1. **Information and Reports** 
   1. NOVA Reporting and [Upcoming Deadlines](https://caladulted.org/DueDates) – Informational Report & Discussion

April 2022

* **Apr 30:** Student Data due in TOPSPro (Q3)
* **Apr 30:** Employment and Earnings Follow-up Survey
* **May 2:** CFAD for 2022-23 due in NOVA \*
* **Jun 1:** 20/21 and 21/22 Member Expense Report due in NOVA (Q3)
* **Jun 20:** CAEP 2022-25 Three-Year Plan due
* **Jun 30:** 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q3) \*
* **Jun 30:** End of Q4
  1. 2022-2025 Three Year Plan Info
     + Work session 5/24
     + <https://caladulted.org/Administrators/43> Three Year Plan Resources
     + Final plans must be submitted and approved by member representatives in NOVA no later than **June 20, 2022**.
  2. Member Agency Reporting Assistance – Oroville Adult Education – Discussion of Services
  3. 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
  4. Program Map, Consortium Member New or Noteworthy Programs, Program Changes – Informational Report & Discussion
* Oroville Adult Ed: Possible EMT and CNA programs this Fall.
* Butte College: Rising Scholars is making referrals to Oroville Adult Ed.
* Glenn County Office of Education: Potential EMT and Microsoft Office programs in the fall. Increase in citizenship classes provided.

1. **Action Items**

None

1. **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.**

1. **Next Meeting Dates**

Quarterly First Fridays 9-10:30am

* September 2, 2022: Butte College Center for Excellence, Room LB 210
* December 2, 2022: Glenn County Office of Education (tentative)
* March 3, 2023: Oroville Adult Ed, Room 3 – 2750 Mitchell Avenue, Oroville
* May 5, 2023: Butte County Office of Education, Suite 200 – 2491 Carmichael Drive, Chico

1. **Adjournment**

The meeting was adjourned at 9:40am.

For Information concerning this Agenda, please contact:

Melisse Boyd, 3536 Butte Campus Drive, Oroville CA 95965

(530) 895-2862