#

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

## September 1, 2023 | 9:00am

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

**MINUTES**

**Voting Members Present**

Linda Riggle for Elena Jones, Glenn County Office of Education

Corey Willenberg, Oroville Union High School District

Jennifer Foglesong, Butte County Office of Education

Jeremy Powell, Hamilton Union School District

Teresa Ward, Butte-Glenn Community College District

**Voting Members Absent**

Mike Lerch, Paradise Unified School District

**Others Present**

Elena Jones, Glenn County Office of Education

 Amanda Montgomery, Butte College

 Heather Tovey, Butte County Library

1. **Approval of Agenda**

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

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

None

1. **Approval of Consent Agenda**

Jennifer Foglesong made a motion to approve the May 5, 2023 Minutes. The motion was seconded by Teresa Ward. Motion carried unanimously.

1. **Information and Reports**
	1. NOVA Reporting and [Upcoming Deadlines](https://caladulted.org/DueDates)
		* ﻿CAEP Program Area Report - Estimates NOT Due- no longer required
		* Sep 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q4)
		* Sep 1: 22/23 Certification of Allocation Amendment due in NOVA
		* Sep 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) \*
		* Sep 30: 23/24 Member Program Year Budget and Work Plan due in NOVA
		* Sep 30: End of Q1
		* Oct 30: 23/24 Member Program Year Budget and Work Plan certified by Consortia in NOVA \*
		* Oct 31: Student data due in TOPSPro (Q1)
		* Oct 31: Employment and Earnings Follow-up Survey
	2. Beginning of Year Letter released over the summer
	3. Member Agency Reporting Assistance – Oroville Adult Education – Discussion of Services
	4. Consortium Member Conference/Training Report Out and Resources – Informational Report
		* <https://www.caadultedtraining.org/> Upcoming events and trainings

[Director’s Event Sept 14-15 Sacramento](https://www.caadultedtraining.org/CAEP/640?Type=16)

[CAEP Summit Oct 24-26 Universal City](https://summit.caladulted.org/Registration/)

* 1. Program Map, Consortium Member New or Noteworthy Programs, Program Changes – Informational Report & Discussion
		+ BCOE- planning phase of RDA Apprenticeship, interested in health expansion, welding and career camps
		+ Hamilton- seeking input from community, ESL popular, computer programming
		+ Butte College- introductory conversations around expanding non-credit mirrored classes, enrollments are up
		+ GCOE- may be removing print and graphics. Aviation simulation cohort, launched online pharmacy tech, new logo, summer camps
		+ Oroville- new leadership, no changes to program list currently
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.**

* + Amanda Montgomery- Butte College Pathways- ECE projects focused on adults 25+, bridges
	+ Heather Tovey- New mobile library bus, Trivia B for Literacy at Sierra Nevada Big Room

1. **Next Meeting Dates**

First Fridays 9-10:30am:

* 12/1/23 Zoom
* 3/1/24 In person TBD
* 5/3/24 Zoom
1. **Adjournment**

9:40am