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

## March 7, 2025 | 9:00am Butte College Chico Center: CHC 134

## Zoom Meeting: https://butte-edu.zoom.us/j/86855958139?from=addon

**MINUTES**

**Call to Order**

Elena Jones, Glenn County Office of Education

Mike Lerch, Paradise Unified School District

Amanda Samons, MaryRose Lovgren, Butte County Office of Education

Jeremy Powell, Hamilton Union School District

Teresa Ward, Butte-Glenn Community College District

Melisse Boyd, Butte-Glenn Community College District

Members Note Present:

Mary Lynch, Oroville Union High School District

Additional Attendees:

David Smith, Ridgeview High Principal (will be taking over next year from Mike Lerch)

1. **Approval of Agenda**

Consideration of approval of the Agenda as presented – Action. Motion by Teresa Ward, Second by Amanda Sammons. Approved without objection.

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

This time is set aside for comments on the Consent Agenda. The Voting Members may undertake discussion only to provide clarification to the public or schedule a matter for a future meeting.

1. **Approval of Consent Agenda**

Consideration of approval of Minutes – December 6, 2024 – Action by Mike Lerch, Second by Teresa Ward. Approved without objection.

1. **Information and Reports**

* CAEP Three Year Plan: Due June 20, 2025. There will be an in-person meeting following the CAEP Q4 Quarterly Meeting which was changed during this meeting to Tuesday, May 6, 2025 from 8:00am-12:00pm in Chico. The specific location is forthcoming. Melisse Boyd will send the Self-Assessment and Toolkit prior to the meeting for review, along with any other important information.
* Program Map: Butte College proposed changing their information to be separated by each Center.
* Butte County Office of Education: The Registered Medical and Dental Assistant Programs are successful. There will be an adjustment in program fees for next year. The length of the Medical Assistant program will be adjusted for next year. The Phlebotomy program is a sought-after program with more applicants than seats available, however, graduates are struggling to find local jobs. Next year, welding classes will have less sessions for a longer period of time in the afternoons. The welding instructor will also be starting a manufacturing class for Adult Ed Partners.
* Hamilton Unified School District: ESL and Google Certification classes are going well. Their most popular class is Fine Arts Cake Decorating. Next year, they are expanding into more healthy eating and healthy living programs.
* Butte-Glenn Community College: Looking to move into more rural locations like Oroville, potentially Gridley, etc. to provide more ESL opportunities in the future. Nothing is finalized, as this is still in the discussion phase, however, Butte is very passionate about not competing with other partners, so their class times will not overlap any others.
* Glenn County Office of Education: The Medical Assistant program has been going well and enrollment has opened for next year. A Phlebotomist course will be added to the Medical Assistant program, as recommended by students in the program. ESL program had a brief decline in attendance due to the immigration situation, however, it has increased again and students can still attend through the HIFLEX option. Through a partnership with Community Action Department, the 6 teacher student aids will be provided a paid externship of up to 80 hours. Through a partnership with Orland Unified School District, GCOE provided instruction to 18 parents through Orland’s Department of English Language Committee grant which provided chromebooks to all parents. The Aviation program is still on hold at this time, however, there will be a summer camp offered and the hope is to have that instructor lead a fall and spring cohort.
* Paradise Unified School District: The program has a waiting list beyond the 15 students it currently has. There is now a regular teacher, not a shared teacher, which will continue to help the program grow. They are trying to get HISET up and running as well.
* CAEAA Conference: Highlights shared. Resources emailed 3/7/2025.

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**

First Fridays 9-10:30am:

* 5/6/25 In-Person

1. **Adjournment**

Meeting adjourned at 10:06am.