

# Marin Adult Education Program Consortium Governance Committee Agenda

March 1, 2023

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**Meeting time:** 1 – 2:10 pm, first Wednesday of each month via Zoom and/or in-person at Marin County Office of Education, 1111 Las Gallinas Ave, San Rafael, CA 94903, Marin Room.

Zoom link: <https://marin-edu.zoom.us/j/93714450491>

**Meeting Moderator:** Victoria Martin SRCS

**Meeting minutes:** Rebecca Nowlen

**CAEP Members Present:** Kathleen Antokhin, Alice Enochs, Rebecca Nowlen, Ken Lippi, Annemarie Russo, Victoria Martin, Tonya Hersch, Jenifer Russell, Julian Solis

Call to Order 1:05 PM

- I. Public Comment - no comment
- II. Items for Discussion and/or Action
  - A. Approve minutes of February 1, 2023 meeting
    1. Ken moves to approve minutes, Kathleen seconds, approved
  - B. Rebecca: MAEP Outreach & Program Analyst position update
    1. Unite Us update
      - a) TAS has joined Unite Us. Please let Rebecca know if you would like to check out the platform or if you have students who need referral
    2. Consortium data review

- a) Rebecca will reach out to tech support to figure out how to populate the field in the consortium portal on TOPS
- 3. [Marin County Economic Summary 2022](#)
  - a) [Job Posting Analytics for Marin County, January 2023](#)
- C. Budget Considerations - Kathleen
  - 1. 8.13% COLA: Outreach coordinator should be considered a separate entity.
  - 2. Allocation for 2023-2024
    - a) MCOE is funding some consortium-wide projects such as Tech 4 Life and Spanish Literacy, and would like to take its COLA this year
    - b) There are more funds than usual this year. There are agencies that need it the most—Novato and SRCS were mentioned. This is an opportunity to support agencies' needs
  - 3. Carryover Review
    - a) Due to be spent by end of calendar year
  - 4. MAEP Outreach position - Jaemi
    - a) .5 to .6 position for 2023-24 & 2024-25
    - b) Tam has funds to pay for increase this coming year
    - c) No formal vote was taken, but consortium members were in agreement
  - 5. Schedule additional April MAEP Meeting
    - a) [DOODLE POLL](#)
  - 6. CFAD and Fiscal Slides: See [Attachment](#)
- D. 2023-24 / 2024-25 announcement of CAEP Allocations of funds - Ken

1. CAEP Release of [2023-24 Preliminary CAEP Allocations](#)

a) [2023-24 Preliminary CAEP Allocations memo](#)

E. In-person vs. Zoom meeting

1. Scheduling some in-person dates

a) Scheduling a couple of times a year in-person: Beginning- before school opens and end of year in-person meetings

b) Rotating locations might be beneficial for those in-person meetings.

F. Discussion of new law regarding Carry-over Funds - Tabled

1. AB 1491: [Update on Budget Carryover](#)

a) AB 1491 dictates that schools who have “excessive carryover” for two consecutive years will have their allocated funds reduced. Read the language in the bill above.

b) [AB1491 Guidance](#)

c) [AB1491 FAQ](#)

d) [AB1491 Timeline](#)

e) AB1491 Informational Webinar Thursday, March 23, 12:00 PM: [REGISTER](#)

G. Member/Partner Updates and Handouts (Please include 2023-24 course offerings)

1. COM- Kathleen / Julian

a) Golden Gate Transit apprenticeship program  
(1) Will bring in SRJC team and Canal Alliance to help set up that program

b) Two Education 2 Career - Construction cohorts beginning with > 40 students

c) ELL bringing in 200 students from SR, Madrone, and TL high to showcase campus and introduce

ELL programs and how to transition into credit classes

- d) Career Academies and Summer Bridge coming over the summer
- e) College Success Saturday May 6- geared toward high school graduates' registrations

## 2. MCOE- Ken

- a) Spanish Literacy class is being promoted
- b) Wants to focus resources on parents of students in our schools
- c) Many students who are approaching 18, some in juvenile hall: looking for ways to support these students to get a diploma in their hand. There have been some amendments of graduation requirements to support those students who are close to graduating
- d) Paraeducator bootcamps coming this summer

## 3. NUSD- Jennifer

- a) New ESL class opening Monday night.
  - (1) Will help with >100 person waitlist.
- b) Went to an in-service: One strand: Oakland Unified has a pathways program, all newcomers are in Business Academy; second strand: how to engage adult learners. Kern County Consortium pooled grant money to create transition class for bridging ESL to college / career. Willing to come present to our consortium.
- c) During pandemic there was the 130 credit graduate requirements. That has expired. Incoming juniors and seniors may need support

getting those last credits. Skill gap also quite relevant.

d) 11 Northbay TIPS graduates!

4. SRCS- Victoria

a) Shifting Bridge Program – will increase enrollment and move newcomers more efficiently through the system.

(1) Able to grow from 50 students to ~200 students because of change in law regarding fifth year

5. SUSD- Alice

a) Annemarie from Point Reyes library introduced herself

b) Enrollment in Shoreline's online classes are open to students from all agency areas

c) Discrepancy in budget regarding spent money. Possibly some money coming from Shoreline back to consortium

6. TUHSD- no report

III. Rebecca will look into CCAE membership / trainings

Meeting adjourned 2:00 PM