



Marin Adult Education Program Consortium Governance Committee Agenda April 21, 2023

Meeting time: 2 – 3:00 pm, April 21

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

Meeting Moderator: Jaemi Naish, Director, Tamalpais Adult School

Meeting minutes: Rebecca Nowlen, MAEP Outreach Coordinator & Data Analyst

CAEP Members: Ensure voting member or designee attends monthly meetings

Call to Order: 2:07 PM

In attendance: Jen Russell, Jaemi Naesh, Ken Lippi, Carlos Uculmana, Rich Diaz, Marlyn Garcia, Araceli, Vazquez, Victoria Martin, Tonya Hersch, Heather Rahman, Daphne Cummings, Alina Varona, Monica McMillan

- I. Public Comment - None
- II. Items for Discussion and/or Action
 - A. Approve meeting minutes of April 5, 2023 meeting
 1. Ken moves to approve, Jen seconds. Motion passes.
 - B. CFAD review and vote (due by May)
 1. CFAD Draft available [HERE](#)

MAEP Allocations (Actuals for 22-23)

Proposed Starting point for discussion, for 23-24 = (1) Carrying over 22-23 Allocations to 23-24, (2) Allocating funding for the Program Coordinator Outreach position = \$87K, (3) dividing remaining COLA evenly across 6 members = \$19,655.83/member (4) April 5, 2023: per Shoreline and MCOE, redistributing Shoreline's COLA among 4 members: Marin CCD, NUSD, SRCS, and TAS.

| Member Name | 2023-2024 | 2022-23 | 2021-22 | 2020-21 |
|----------------------------------|-----------------------|------------------------|------------------------|------------------------|
| Marin CCD | \$261,190.00 | \$ 236,621.00 | \$ 224,647.00 | \$ 222,000.00 |
| Marin County Office of Education | \$129,656.00 | \$ 110,000.00 | \$ 117,147.00 | \$ 140,000.00 |
| Novato Unified | \$263,520.00 | \$ 238,950.00 | \$ 210,147.00 | \$ 203,000.00 |
| San Rafael City High | \$273,520.00 | \$ 248,950.00 | \$ 269,816.00 | \$ 210,093.00 |
| Shoreline Unified | \$40,000.00 | \$ 40,000.00 | \$ 47,147.00 | \$ 40,000.00 |
| Tamalpais Union High | \$749,570.00 | \$ 725,000.00 | \$ 697,147.00 | \$ 690,000.00 |
| Program Outreach Coordinator | \$87,000.00 | \$ 69,263.00 | | |
| Total Allocated to Members | \$1,804,456.00 | \$ 1,668,784.00 | \$ 1,566,051.00 | \$ 1,505,093.00 |
| remaining | \$0.00 | | | |

2. Novato would like to be considered for additional funds through allocation amendment
 3. Alina Varona moves to approve the CFAD, Daphne Cummings seconds, motion passes
- C. Governance Bylaws Discussion, Review (Kathleen, Rebecca, Jaemi)
1. We will defer the decision about member carry over / by-laws amendments until June or August when we define the 23-24 annual plan (Aug-Sept, 2023)
 2. All members: review and make any critical updates/edits/suggestions to current bylaws ASAP
- III. Q3 Reporting in TOPSPro April 30 (Rebecca)
- A. Student Data <https://nova.cccco.edu/caep/consortia/4084/356>
 - B. Employment and Earnings Follow-Up Survey due by April 30.
- IV. Approve agency designees and alternates
- A. Jaemi moves, Victoria seconds, motion passes

| MAEP Official Designees and Alternates | | |
|--|--|---|
| College of Marin | Designee | Alternate |
| | Alina Varona, Dean, Career Education & Workforce Development | Kathleen Antokhin, Program Coordinator, Career and Workforce Projects |
| MCOE | Designee | Alternate |
| | Ken Lippi, Senior Deputy Superintendent | Jesse Madsen, Director of College and Career Readiness |
| Novato Adult School | Designee | Alternate |
| | Jen Russell, AP, Alternative Education | Kessa Early, Principal Alternative Education Programs |
| San Rafael City Schools | Designee | Alternate |
| | Victoria Martin | Tyler Graff |
| Shoreline Unified | Designee | Alternate |
| | Adam Jennings | Daphne Cummings Alice Enochs |
| Tam Adult School | Designee | Alternate |
| | Jaemi Naish, TUHSD Director, Tam Adult School | Corbett Elsen, TUHSD Assistant Superintendent |

- V. Guest Speakers: Marlyn Garcia and Araceli Vazquez: Sonoma-Marín Bus Operator Pre-Apprenticeship Program
- A. Funded for three years, three months. Through July 2026
 - B. More sparsely populated than expected
 - C. Outreach- More marketing / flyers / social media presence / interview process
 - D. There is a dire shortage of bus drivers in Marin / Sonoma counties
 - E. Applicants must have:
 1. Legal ability to work in the US
 2. License for 3 years
 3. Diploma / GED / or successful completion of skills test with GGT
 - a) 187 series of test might be more equitable than GOALS test
 - F. Pre-Apprenticeship program is 12 weeks
 - G. GGT's apprenticeship program lasts 12 months: pays ~\$24 / hour
 1. They take concurrent classes at COM
 - H. At end of apprenticeship program pay goes to \$32.09 / hour
 - I. Website:

<https://socoadulted.org/our-programs/bus-operator-pre-apprenticeship-program/>
 - J. Today's presentation:

<https://docs.google.com/presentation/d/1b1MxMIT6NjOY1swVuuVsdouYH SXizsi6-3hCfl22hVI/edit?usp=sharing>
 - K. Today's presenters:

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VI. Meeting adjourned: 3:03 PM