



Marin Adult Education Program Consortium Governance Committee Agenda May 1, 2024

Meeting time: 2 – 3:10 pm, May 1, 2024

Zoom link: <https://tamdistrict-org.zoom.us/j/91885676452?pwd=aDjyQWo5MU5NUk1DUVQwRVprRUhHQOT09>

Meeting Moderator: Ken Lippi, Marin County Office of Education

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

In Attendance: Ken Lippi, Kathleen Antokhin, Gina Cullen, Jen Russell, Rebecca nowlen, Kari Gray, Monica McMillan, Victoria Martin, Jaemi Naish, Bree Doan, Sue Hall, Katie Anderson

Called to order: 2:04 PM

- I. Public Comment - No Comment
- II. Guest Speaker: Kari Gray of Community Tech Network
 - A. Digital literacy services to learners and agencies
 1. Instruction, devices, data plans,
 2. Works with Canal Alliance, Vivalon in marin
 3. Has bilingual employees in Marin
 4. Company has been assuming Tech 4 Life vacuum
 5. Some details need to be worked out– Can we pay \$1000 for admin fee and then bill each agency separately?
 6. Curriculum available in several languages; presenters available in English and Spanish
 7. Make a MAEP proposal in May or early June for how we'd like to move forward. How will it work with all in-person classes.
- III. Items for Discussion and/or Action
 - A. Approve minutes of April 3, 2024 meeting
 1. Jaemi moves, Jen seconds, motion passes
 - B. CFAD discussion and vote - Kathleen
 1. Narrative has been updated

2. COM is fiscal agent. CFAD is the same as last year with COLA going to TAS for Outreach Coordinator position that will follow that position
 3. Jaemi moves to approve, Katie seconds, motion passes
- C. ELL Pathways Update - Ken, Alina, Jaemi
1. COM - have not invested ELL funds this quarter. Have a new ESL instructor sussing out need for CNA language support
 2. TAS - hired ELL coordinator; meeting with vendors for online curriculum
 3. MCOE: Hired a new bilingual coordinator. Meeting with head of Kaiser and By the Bay Health to create pipeline to careers where there are shortages
- D. Outreach Coordinator Update - Rebecca
1. June meeting moved to 1:00 PM - in-person in San Rafael
 2. Offsite Support - Rebecca will be moving one day per week to Novato. Please be in touch with her if you'd like regular (or irregular!) support visits from Rebecca
 3. See [Slideshow](#)
 - a) Digital Literacy Discussion
 - b) [Annual Plan rough draft](#)
 - c) [2024-2025 MAEP Calendar](#)
 - d) Q3 Data
 - e) End of Year Report
 - (1) Google form
 - (2) Creating in August and sharing with stakeholders
 - (3) Potential stakeholders for inclusion or distribution
 - f) Deliverables

IV. Member/Partner Updates and Handouts. Please share **goals** and **partnerships** for 2024-25 school year

- A. SUSD - no report
- B. COM- Kathleen
 1. Primary partner is Canal Alliance
 - a) Construction program / OSHA
 - b) Latinos in Finance
- C. TUHSD - Jaemi
 1. New Home Care Aide cohort in Novato
 2. Looking for excellent teachers
 3. Pearson Vue test center is highly impacted
- D. MCOE - Ken
 1. Working to support parents with children in alternative programs
 2. Enrollment in Juvenile Hall schools is increasing

3. Working with ELL program grant in CTE. Doing feasibility study
 4. Working with Marin Healthy Youth Partnership
 5. Continuing with paraeducator training
 6. Supporting work at NUSD
- E. NUSD- Jen
1. Working with MCOE to create online citizen class
 2. Keeping online GED class one night a week over the summer
 3. Two week computer literacy boot camp
 4. GED testing spots are highly impacted
 5. Wants a better handle on pre- and post-testing; how to move students through sequence of classes
- F. SRCS - No report
- G. Canal Alliance - Bree
1. Summer trimester starts in May
 2. Classes are full
 3. Working to be a satellite site for COM
 4. New building opens in June
 5. Looking for more recruitment numbers in citizenship
 6. Working with Community Tech Network to promote digital literacy in served population

Meeting adjourned: 3:06 PM