

Shasta Tehama Trinity Adult Education Consortium  
*Public Meeting #*  
Date: 01/20/2022  
Time: 3:00pm – 5:00pm  
Meeting Location: Zoom

**MINUTES**

**1) Introductions**

Member School/District	Voting Member	Proxy
Anderson Union High School Dist.	<input type="checkbox"/> Victor Hopper	<input checked="" type="checkbox"/> Lupe Cordova
Corning Union High School Dist.	<input checked="" type="checkbox"/> Jarod Caylor	<input type="checkbox"/> Jillian Damon
Gateway Unified School Dist.	<input type="checkbox"/> James Harrell	<input checked="" type="checkbox"/> Steve Henson
Mountain Valley Unified School Dist.	<input type="checkbox"/> Anmarie Swanstrom	<input checked="" type="checkbox"/> Cassie Rourke
Red Bluff Joint Unified School District	<input type="checkbox"/> Todd Brose	<input checked="" type="checkbox"/> Wendy Drury
Shasta-Tehama-Trinity CCD	<input checked="" type="checkbox"/> Dr. Joe Wyse	<input type="checkbox"/> Dr. Frank Nigro
Shasta Union High School Dist.	<input checked="" type="checkbox"/> Jim Cloney	<input type="checkbox"/> Leo Perez
Southern Trinity Joint Unified School District	<input checked="" type="checkbox"/> Peggy Canale	<input type="checkbox"/> Cindy Dixon
Tehama County Department of Education	<input type="checkbox"/> Richard DuVarney	<input checked="" type="checkbox"/> Michelle Barnard
Trinity Alps Union High School Dist.	<input type="checkbox"/> Jamie Green	<input type="checkbox"/> Sandy Coatney
Trinity County Office of Education	<input checked="" type="checkbox"/> Fabio Robles	<input type="checkbox"/> Sarah Suphan

**2) Public Comment – No public comment**

**3) Voting Items**

**a. Public Meeting Minutes 9.16.21**

The meeting minutes were reviewed from 9.16.21. A motion was made by Peggy Canale to approve the minutes as submitted. The motion was seconded by Dr. Joe Wyse. Motion was carried unanimously.

**b. Special Public Meeting Minutes 9.30.21**

The meeting minutes were reviewed from 9.30.21. A motion was made by Peggy Canale to approve the minutes as submitted. The motion was seconded by Dr. Joe Wyse. Motion was carried unanimously.

**c. Co-chair Position**

Rachelle announces that Jim Harrell is not able to come back and a new co-chair is needed in his place. Jim Cloney nominates Jamie Green, with Trinity Alps

Union High School District, as new co-chair. The motion was seconded by Peggy Canale. Motion was carried.

**d. Second Reading of STTAEC Bylaws – Updates**

Rachelle presented a secondary reading of the STTAEC Bylaws. Changes that had been made to the bylaws were reviewed. A motion was made by Jim Cloney to approve the bylaw amendments as they were presented with any allowable edits for typographical errors. The motion was seconded by Michelle Barnard. The motion was carried unanimously.

**4) Informational/Discussion Items**

- a. Enrollment 21.22 – July 1 – December 31 – Rachelle reviewed number of students enrolled that had at least one instructional hour. There has been an improvement for quarter one and quarter two compared to 21.22. Instructional hours were reviewed, showing an increase compared to 21.22. Rachelle reviewed the Consortium self-assessment and pointed out areas that need growth, including, students supports, curriculum/transition, and resource allocation.
- b. 22.23 Budget Planning Process – Governor’s budget includes 5.33% COLA for Adult Education. CAEP members will also receive 5.33% COLA based on their 22.23 allocation unless member is deemed ineffective or they take a voluntary reduction of funding. An additional \$130 million to support healthcare-focused vocational pathways for ESL is anticipated in the 22.23 state budget. Budget must be approved in March to meet deadline for certified fiscal administrative declaration in NOVA. Budget will be voted on in next Public meeting.
- c. 3 Year Plan – Rachelle presented a chart reviewing the percentage of Consortium expenditures and instructional hours for the last 2.5 years. The chart reveals the cost per instructional hour.
- d. Consortium Update – Budget, Activity, Staffing – Rachelle presents a budget summary. Looking at 37% as of the end of December, with a target of 50%. Interviews were held for Student Services Coordinator position.
- e. 2nd Allocation Disbursement of 21.22 – 2<sup>nd</sup> allocation payment will come out in February.

**5) Announcements/Adjournment – Jim Cloney adjourned the meeting at 3:36 pm.**