



Shasta Tehama Trinity Adult Education Consortium

Public Meeting # 37

Date: 09/15/2022

Time: 3:00pm-5:00pm

Meeting Location: Zoom <https://shastacollege-edu.zoom.us/j/92392639472>

This meeting will be held virtually. The public is welcome to join at the link above or in person at any of the locations listed below where our voting members will be participating.

Shasta College, Building 2100, Room 2110, 11555 Old Oregon Trail, Redding, CA 96003	Shasta Union High School District, Room 232, 2200 Eureka Way Suite B Redding, CA 96001	Corning Union High School District, Centennial High School, 250 E Fig Lane., Corning, CA 96021
Gateway Unified School District, 4411 Mountain Lakes Blvd, Redding, CA 96003	Southern Trinity Joint Unified School District, Van Duzen Elementary, 680 Van Duzen Road, Mad River, CA 95526	Red Bluff Joint Union High School District, Salisbury High School, 1050 Kimball Rd., Red Bluff, CA 96080
Trinity Alps School Unified School District, 321 Victory Lane, Weaverville, CA 96093	Trinity County Office of Education, 201 Memorial Drive, Weaverville, CA 96093	Tehama County Department of Education, 1135 Lincoln St., Red Bluff, CA 96080
Red Bluff Joint Union High School District Office, 1545 Douglas St., Red Bluff, CA 96080	Mountain Valley Unified School District, 231 Oak Street, Hayfork, CA 96041	

## AGENDA

- 1) Introductions
- 2) Public Comment
- 3) Voting Items
  - a) Public Meeting Minutes 6.16.22
  - b) One-time Funds
    - i) Schedule Special Meeting
- 4) Informational/Discussion Items
  - a) Success Story – Trinity Alps, Sandy Coatney
  - b) 2021.2022 Student Data
  - c) Consortium Update – Budget, Activity, Staffing
- 5) Announcements/Adjournment

*Note - \*Agenda items are subject to change\**

Next Meeting: January 19, 2023 3-5 PM – Location TBD

Shasta Tehama Trinity Adult Education Consortium  
*Public Meeting # 36*  
 Date: 06/16/2022  
 Time: 3:00pm – 5:00pm  
 Meeting Location: Zoom

**MINUTES**

**1) Introductions**

Member School/District	Voting Member	Proxy
Anderson Union High School Dist.	<input checked="" type="checkbox"/> Victor Hopper (Jennifer Epperson)	<input 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 type="checkbox"/> Cassie Rourke
Red Bluff Joint Unified School District	<input checked="" type="checkbox"/> Todd Brose	<input 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 type="checkbox"/> Peggy Canale	<input type="checkbox"/> Cindy Dixon
Tehama County Department of Education	<input checked="" type="checkbox"/> Richard DuVarney	<input type="checkbox"/> Michelle Barnard
Trinity Alps Union High School Dist.	<input checked="" type="checkbox"/> Jamie Green	<input type="checkbox"/> Sandy Coatney
Trinity County Office of Education	<input type="checkbox"/> Fabio Robles	<input type="checkbox"/> Sarah Suphan

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

**3) Voting Items**

**a. Public Meeting Minutes 3.24.22**

The meeting minutes were reviewed from 3.24.22. A motion was made by Richard DuVarney to approve the minutes as submitted. The motion was seconded by Jamie Green. Motion was carried unanimously.

**b. 2022.2023 STTAEBC Budget and Allocations V2**

Rachelle comments that with the COLA increase there will need to be an allocation amendment and budget will need to switch to option B. Jim Cloney proposes to craft the motion to keep allotments the same in percentages and then adjusting by the funded COLA. A motion was made by Todd Brose to give flexibility to adjust funding according to COLA increase. The motion was seconded by Steve Henson. Motion was carried unanimously.

**c. Executive Committee- Chair & Co-chair**

Jared Caylor nominates Jim Cloney, with SUHSD, as chair. The motion was seconded by Jamie Green. Jamie Green nominates Steve Henson, with Gateway Unified as co-chair. Both motions were carried.

**d. 2022.2023 Meeting Dates**

Jim Cloney reviews projected dates for the 22.23 meeting dates and proposes a hybrid meeting option. A motion was made by Jared Caylor to approve proposed meeting dates and a hybrid meeting format. Motion was seconded by Todd Brose. The motion was carried unanimously.

**e. 2022-2025 STTAEC 3 Year Plan**

Rachelle Modena reviews contents of the 3 Year Plan. A motion was made by Dr. Joe Wyse to approve the 2022-2025 STTAEC 3 Year Plan. The motion was seconded by Jared Caylor. Motion was carried unanimously.

**4) Informational/Discussion Items**

**a. Regional Workgroups – Healthcare Pathways, CTE, High School**

Diploma/Equivalency Prep, Technology - Rachelle Modena proposes the need to bring together regional work groups within the small county regions. Rachelle announces that conversations should begin in the fall to identify the need and capacity to bring this to the community.

**b. 22.23 Budget Planning Process - Rachelle reviews the Consortium budget and estimates that \$22,000-\$25,000 should be available for one-time funds.**

**c. Consortium Update – Budget, Activity, Staffing – Rachelle Modena highlights the success and great outcomes of the pilot that was tested this year at Shasta Adult School, where students can test out of high school subjects.**

**5) Announcements/Adjournment – Jim Cloney adjourned the meeting at 3:27 pm.**

Shasta-Tehama-Trinity Adult Education Consortium

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21.22 Budget Summary

2021.2022 Budget	Budget	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Expenses to Date	Budget Remaining	% spent
Fiscal Agent Indirect	\$ 59,438.00	\$ 545.61	\$ 483.75	\$ 13,197.35	\$ 2,640.31	\$ 14,217.26	\$ 58,821.85	\$ 616.15	99%
<b>Fiscal Agent Sub Total</b>	<b>\$ 59,438.00</b>	<b>\$ 545.61</b>	<b>\$ 483.75</b>	<b>\$ 13,197.35</b>	<b>\$ 2,640.31</b>	<b>\$ 14,217.26</b>	<b>\$ 58,821.85</b>	<b>\$ 616.15</b>	<b>99%</b>
Salary/Benefit	\$ 169,409.00	\$ 11,258.09	\$ 14,396.22	\$ 14,396.22	\$ 14,396.22	\$ 14,396.22	\$ 150,470.54	\$ 18,938.46	89%
Supplies Non Instructional	\$ 2,500.00	\$ 77.97	\$ 222.71	\$ 360.47	\$ 37.53		\$ 1,186.03	\$ 1,313.97	47%
Postage	\$ 250.00						\$ -	\$ 250.00	0%
Travel-Staff	\$ 1,000.00			\$ 6.73	\$ 89.97	\$ 190.65	\$ 499.54	\$ 500.46	50%
Service Fees/Other Charges	\$ 21,879.00	\$ 516.74	\$ 1,362.00	\$ 1,734.75	\$ 8,557.25	\$ 7,068.00	\$ 21,371.09	\$ 507.91	98%
Advertising	\$ 6,611.00				\$ 510.00		\$ 3,510.00	\$ 3,101.00	53%
Printing	\$ 300.00					\$ 29.00	\$ 174.00	\$ 126.00	58%
Equipment	\$ 3,877.00	\$ 1,700.71			\$ 358.56		\$ 2,305.94	\$ 1,571.06	59%
<b>Consortium Direct Sub Total</b>	<b>\$ 205,826.00</b>	<b>\$ 13,553.51</b>	<b>\$ 15,980.93</b>	<b>\$ 16,498.17</b>	<b>\$ 23,949.53</b>	<b>\$ 21,683.87</b>	<b>\$ 179,517.14</b>	<b>\$ 26,308.86</b>	<b>87%</b>
Anderson Union High School District	\$ 164,550.00						\$ 164,550.00	\$ -	100%
Shasta College	\$ 181,820.00						\$ 181,820.00	\$ -	100%
Shasta Union High School District	\$ 191,738.00	\$ 95,869.00					\$ 191,738.00	\$ -	100%
Corning Unified High School District	\$ 72,952.00	\$ 36,476.00					\$ 72,952.00	\$ -	100%
Red Bluff Joint Unified School District	\$ 131,397.00	\$ 65,698.50					\$ 131,397.00	\$ -	100%
Southern Trinity Joint Unified School District	\$ 21,000.00	\$ 10,500.00					\$ 21,000.00	\$ -	100%
Mountain Valley Unified School District	\$ 10,644.00	\$ 5,322.00					\$ 10,644.00	\$ -	100%
Trinity Alps Unified School District	\$ 63,040.00	\$ 31,520.00					\$ 63,040.00	\$ -	100%
Trinity County Office of Education	\$ 86,372.00	\$ 43,186.00					\$ 86,372.00	\$ -	100%
<b>Members Sub Total</b>	<b>\$ 923,513.00</b>	<b>\$ 288,571.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 923,513.00</b>	<b>\$ -</b>	<b>100%</b>
<b>Totals</b>	<b>\$ 1,188,777.00</b>	<b>\$ 302,670.62</b>	<b>\$ 16,464.68</b>	<b>\$ 29,695.52</b>	<b>\$ 26,589.84</b>	<b>\$ 35,901.13</b>	<b>\$ 1,161,851.99</b>	<b>\$ 26,925.01</b>	

Shasta-Tehama-Trinity Adult Education Consortium  
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22.23 Budget Summary

2022.2023 Budget	Budget	Jul-22	Aug-22	Expenses to Date	Budget Remaining	% spent
Fiscal Agent Indirect	\$ 63,338.00	\$ -	\$ 458.80	\$ 458.80	\$ 62,879.20	1%
<b>Fiscal Agent Sub Total</b>	<b>\$ 63,338.00</b>	<b>\$ -</b>	<b>\$ 458.80</b>	<b>\$ 458.80</b>	<b>\$ 62,879.20</b>	<b>1%</b>
Salary/Benefit	\$ 193,335.00	\$ 16,111.21	\$ 16,766.39	\$ 32,877.60	\$ 160,457.40	17%
Supplies Non Instructional	\$ 2,500.00		\$ 82.01	\$ 82.01	\$ 2,417.99	3%
Postage	\$ 250.00			\$ -	\$ 250.00	0%
Travel-Staff	\$ 5,000.00			\$ -	\$ 5,000.00	0%
Service Fees/Other Charges	\$ 10,943.00			\$ -	\$ 10,943.00	0%
Advertising	\$ 6,000.00			\$ -	\$ 6,000.00	0%
Printing	\$ 300.00			\$ -	\$ 300.00	0%
Equipment	\$ 1,000.00			\$ -	\$ 1,000.00	0%
<b>Consortium Direct Sub Total</b>	<b>\$ 219,328.00</b>	<b>\$ 16,111.21</b>	<b>\$ 16,848.40</b>	<b>\$ 32,959.61</b>	<b>\$ 186,368.39</b>	<b>15%</b>
Anderson Union High School District	\$ 175,344.00			\$ -	\$ 175,344.00	0%
Shasta College	\$ 193,747.00			\$ -	\$ 193,747.00	0%
Shasta Union High School District	\$ 204,316.00			\$ -	\$ 204,316.00	0%
Corning Unified High School District	\$ 77,738.00			\$ -	\$ 77,738.00	0%
Red Bluff Joint Unified School District	\$ 140,017.00			\$ -	\$ 140,017.00	0%
Southern Trinity Joint Unified School Dis	\$ 22,378.00			\$ -	\$ 22,378.00	0%
Mountain Valley Unified School Dircit	\$ 11,342.00			\$ -	\$ 11,342.00	0%
Trinity Alps Unified School District	\$ 67,175.00			\$ -	\$ 67,175.00	0%
Trinity County Office of Education	\$ 92,038.00			\$ -	\$ 92,038.00	0%
<b>Members Sub Total</b>	<b>\$ 984,095.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 984,095.00</b>	<b>0%</b>
<b>Totals</b>	<b>\$ 1,266,761.00</b>	<b>\$ 16,111.21</b>	<b>\$ 17,307.20</b>	<b>\$ 33,418.41</b>	<b>\$ 1,233,342.59</b>	

Target % 16

Shasta Tehama Trinity Adult Education Consortium  
Consortium Director and Student Services Coordinator  
August 1, 2022 – September 14, 2022

- Supported Members with Q4 fiscal expense report, currently reviewing and providing support for modifications
- Provided support for the 21.22 Program Area Report
- Coordinated Shasta College Noncredit Student Survey
- Supported individual program marketing materials and efforts
- Reviewed and complied 21.22 service data
- Connected with adult learners at site visits to various classrooms
- Supporting the SC S. Trinity EMT partnership
- Facilitated Practitioner Meeting, September 7, 2022
- Noncredit CCCApply Workgroup
- Drafted contracts for 22.23 allocations
- Began planning a STTAEC regional graduation ceremony
- Regional dental assistant workgroup
- Provided transition support to Shasta College (2 students)
- Regional Consortium Leads Workgroup
- Coordinating Shasta College staff for Shasta Adult School career fair lunches
- Provided onboarding to new staff at Trinity Alps and Corning
  
- *Highlight* – 22.23 pilot projects, Shasta College ESL curriculum, regional graduation, SAS Career Fair Luncheon