



Shasta Tehama Trinity Adult Education Consortium

Public Meeting # 38

Date: 01/19/2022

Time: 3:00pm-5:00pm

Meeting Location: Zoom

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 100, Board Room 11555 Old Oregon Trail Redding, CA 96003	Shasta Union High School District 2200 Eureka Way, Suite B Redding, CA 96001	Anderson Union High School District 20083 Olinda Rd. Anderson, CA 96007
Red Bluff Joint Union High School District, 1525 Douglas St. Red Bluff, CA 96080	Southern Trinity Joint Unified School Dist.- HZ Elementary 1335 Zenia Lake Mt. Road Zenia, CA 95595	Mountain Valley Unified School Dist. 231 Oak Street, Hayfork, CA 96041
Trinity Alps School Unified School Dist. 321 Victory Lane Weaverville, CA 96093	Corning Union High School District Centennial High School 250 E Fig Lane Corning, CA 96021	Tehama County Department of Ed. 1135 Lincoln Street Red Bluff, CA 96080
Trinity County Office of Education 201 Memorial Drive Weaverville, CA 96093		

AGENDA

- 1) Introductions
- 2) Public Comment
- 3) Voting Items
 - a) Public Meeting Minutes 9.15.22
 - b) Special Meeting Minutes 10.6.22
- 4) Informational/Discussion Items
 - a) Enrollment & Instructional Hours 22.23 – July 1 – December 31
 - b) CAEP Funding Redesign <https://lao.ca.gov/Publications/Report/4652>
 - c) 23.24 Budget Planning Process
 - d) Consortium Update – Budget & Activity
- 5) Announcements/Adjournment

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

Next Meeting: March 23, 2023 3-5 PM – Location TBD

Shasta Tehama Trinity Adult Education Consortium
Public Meeting # 37
Date: 09/15/2022
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 type="checkbox"/> TBD
Corning Union High School Dist.	<input type="checkbox"/> Jarod Caylor	<input checked="" type="checkbox"/> Audri Bakke
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 type="checkbox"/> Todd Brose	<input type="checkbox"/> Wendy Drury
Shasta-Tehama-Trinity CCD	<input type="checkbox"/> Dr. Joe Wyse	<input checked="" 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 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 6.16.22

The meeting minutes were reviewed from 6.16.22. A motion was made by Steve Henson to approve the minutes as submitted. The motion was seconded by Jamie Green. Motion was carried unanimously.

b. One-time Funds 2022.2023/Special Meeting

Rachelle states that there are unspent consortium funds from 2021.2022 available. A motion was made by Frank Nigro to approve the process to allocate these funds through an application process and a scheduled special meeting. The motion was seconded by Peggy Canale. The motion was carried unanimously. Rachelle proposed to schedule the special meeting on Thursday October 6, 2022 at 3 pm. All present members tentatively agreed to the meeting date and time.

4) Informational/Discussion Items

a. Success Story – Trinity Alps, Sandy Coatney

Sandy Coatney with Trinity Alps informs Consortium of two students who have been successful in adult school this past year. The first student graduated and received his Diploma in August and has moved on to earn a living wage through employment. The second student has faced many barriers and was able to reduce his credits from needing 60 credits to needing 6 credits to graduate and is on track to graduate by the end of next week.

b. 21.22 Student Data - Rachelle reviews data from 21.22. She notes there has been an increase in “Adult Education Enrollments” and an increase in “Students with 12+ Hours of Instruction”. It is also noted that there has been a decrease in “Increased Educational Functioning Level” due to not documenting students who have progressed. Rachelle mentions that there have been a significant number of achievements during 21.22, but not as significant of an increase in “Total Hours of Instruction”. Lastly, Rachelle reviews 21.22 data broken down by program/school.

c. Consortium Update – Budget, Activity, and Staffing – Rachelle Modena reviews the 21.22 budget summary, as well as the current budget summary. Rachelle notes that the budget is on target. Rachelle also reviews tasks completed by Consortium Director and Student Services Coordinator and she highlights 22.23 pilot projects.

5) Announcements/Adjournment – Jim Cloney adjourned the meeting at 3:30 pm.

Shasta Tehama Trinity Adult Education Consortium
Public Meeting # 38
Date: 10/06/2022
Time: 3:00pm – 3:30pm
Meeting Location: Zoom

MINUTES

1) Introductions

Member School/District	Voting Member	Proxy
Anderson Union High School Dist.	<input type="checkbox"/> Victor Hopper (Jennifer Epperson)	<input type="checkbox"/> Lupe Cordova
Corning Union High School Dist.	<input type="checkbox"/> Jarod Caylor	<input checked="" type="checkbox"/> Audri Bakke
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 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 checked="" 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 checked="" type="checkbox"/> Sandy Coatney
Trinity County Office of Education	<input type="checkbox"/> Fabio Robles	<input checked="" type="checkbox"/> Sarah Suphan

2) Public Comment – No public comment

3) Voting Items

- a. **22.23 One-Time Funds** – Rachelle announces more One-Time Funds were requested than were available between Corning, TCOE, and Shasta College. Rachelle proposes different funding options to reduce the funding. A motion was made by Rich DuVarney to split the overage of \$1,891 between Shasta College and TCOE. The motion was seconded by Steven Henson. Motion was carried unanimously.
- b. **GED/HiSET** – Rachelle proposes the idea to change the wording in the STTAEC Guiding document to be more explicit regarding the ability to award high school credit for sections of the HiSET or GED that were passed previously to enrolling in one of our adult schools. Rachelle clarifies that if you are a GED testing site, you cannot award high school diploma credits for passing sections of the GED. A motion was made by Jaime

Green to support this rewording of the document as a new policy. The motion was seconded by Rich DuVarney. The motion was carried unanimously.

4) Announcements/Adjournment – Jim Cloney adjourned the meeting at 3:17 pm.

Shasta-Tehama-Trinity Adult Education Consortium

Better.Jobs

22.23 Budget Summary

2022.2023 Budget	Budget	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Expenses to Date	Budget Remaining	% spent
Fiscal Agent Indirect	\$ 63,338.00	\$ -	\$ 458.80	\$ 381.12	\$ 524.33	\$ 14,131.92	\$ 339.84	\$ 15,836.01	\$ 47,501.99	25%
Fiscal Agent Sub Total	\$ 63,338.00	\$ -	\$ 458.80	\$ 381.12	\$ 524.33	\$ 14,131.92	\$ 339.84	\$ 15,836.01	\$ 47,501.99	25%
Salary/Benefit	\$ 193,335.00	\$ 16,111.21	\$ 16,766.39	\$ 16,570.34	\$ 16,568.63	\$ 16,568.63	\$ 16,576.90	\$ 99,162.10	\$ 94,172.90	51%
Supplies Non Instructional	\$ 2,500.00		\$ 82.01		\$ 180.90	\$ 21.24		\$ 284.15	\$ 2,215.85	11%
Postage	\$ 250.00					\$ 21.55		\$ 21.55	\$ 228.45	9%
Travel-Staff	\$ 5,000.00			\$ 20.94	\$ 216.13		\$ 322.69	\$ 559.76	\$ 4,440.24	11%
Service Fees/Other Charges	\$ 10,944.00			\$ 410.00	\$ 360.00	\$ 885.00	\$ 60.00	\$ 1,715.00	\$ 9,229.00	16%
Advertising	\$ 6,000.00			\$ 510.00			\$ 600.00	\$ 1,110.00	\$ 4,890.00	19%
Printing	\$ 300.00							\$ -	\$ 300.00	0%
Equipment	\$ 1,000.00							\$ -	\$ 1,000.00	0%
Consortium Direct Sub Total	\$ 219,329.00	\$ 16,111.21	\$ 16,848.40	\$ 17,511.28	\$ 17,325.66	\$ 17,496.42	\$ 17,559.59	\$ 102,852.56	\$ 116,476.44	47%
Anderson Union High School District	\$ 175,344.00			\$ 87,672.00				\$ 87,672.00	\$ 87,672.00	50%
Shasta College	\$ 193,747.00			\$ 96,873.50				\$ 96,873.50	\$ 96,873.50	50%
Shasta Union High School District	\$ 204,316.00				\$ 102,158.00			\$ 102,158.00	\$ 102,158.00	50%
Corning Unified High School District	\$ 77,738.00			\$ 38,869.00				\$ 38,869.00	\$ 38,869.00	50%
Red Bluff Joint Unified School District	\$ 140,017.00				\$ 70,008.50			\$ 70,008.50	\$ 70,008.50	50%
Southern Trinity Joint Unified School Dis	\$ 22,378.00			\$ 11,189.00				\$ 11,189.00	\$ 11,189.00	50%
Mountain Valley Unified School Dircit	\$ 11,342.00			\$ 5,671.00				\$ 5,671.00	\$ 5,671.00	50%
Trinity Alps Unified School District	\$ 67,175.00				\$ 33,587.50			\$ 33,587.50	\$ 33,587.50	50%
Trinity County Office of Education	\$ 92,038.00			\$ 46,019.00				\$ 46,019.00	\$ 46,019.00	50%
Members Sub Total	\$ 984,095.00	\$ -	\$ -	\$ 286,293.50	\$ 205,754.00	\$ -	\$ -	\$ 492,047.50	\$ 492,047.50	50%
Totals	\$ 1,266,762.00	\$ 16,111.21	\$ 17,307.20	\$ 304,185.90	\$ 223,603.99	\$ 31,628.34	\$ 17,899.43	\$ 610,736.07	\$ 656,025.93	

Spending Target as of Target 50%

**Members receive two payments a year.

Shasta Tehama Trinity Adult Education Consortium
Consortium Director and Student Services Coordinator
September 15, 2022 – January 13, 2023

- Supported Members with Q1 fiscal expense reports
- Supported Members with the development of 22.23 budget and workplans in NOVA
- Attended CAEP Summit
- Provided support for the 21.22 Program Area Report ensuring expenditures and program hours aligned
- Coordinated Shasta College Noncredit Student Survey
- Supported individual program marketing materials and efforts
- Facilitated Special Public Meeting for one-time funds, executed amendments and payments
- Facilitated ESL Healthcare Pathway workgroup
- Supporting the SC S. Trinity EMT partnership
- Facilitated Practitioner Meeting, January 11, 2023
- Regional Consortium Leads Workgroup
- Regional dental assistant workgroup
- Connected with adult learners at site visits at various adult schools
- Followed up on referrals from social media and Better.Jobs website
- Provided transition support to 22 students

- *Highlight – Nina – Shasta Adult School's "Brighter Futures Career Exploration Lunch & Learn" on November 9th*