



Shasta Tehama Trinity Adult Education Consortium

Public Meeting # 31

Date: 06/17/2021

Time: 3:00pm-5:00pm

Meeting Location: Zoom <https://shastacollege-edu.zoom.us/j/92203619344>

## AGENDA

- 1) Introductions
- 2) Public Comment
- 3) Voting Items
  - a) Public Meeting Minutes 3.25.21
  - b) 2021.2022 STTACE Budget/Allocations
  - c) Consortium Executive Committee (Chair & Co-Chair)
  - d) Proposed 21.22 Meeting Schedule – Zoom/In person? Thursdays, 3-5 PM
    - i) Sept. 16, 2021, Jan. 20, 2022, March 24, 2022, June 16, 2022
  - e) STTAEAC adult high school diploma requirements
- 4) Informational/Discussion Items
  - a) Consortium Update – Budget, Activity, Staffing
  - b) Bylaw review next meeting
- 5) Announcements/Adjournment

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

Next Meeting: September 16, 2021 3-5 PM (pending schedule approval)

# Shasta Tehama Trinity Adult Education Consortium

## Public Meeting # 30

Date: 03/25/2021

Time: 3:00pm-5:00pm

Meeting Location: Zoom <https://shastacollege-edu.zoom.us/j/92267308692>

### Meeting Minutes

Jim Cloney called the meeting to order at 3:01 PM

#### 1) Introductions & Roll Call

Member School/District	Voting Member	Proxy
Anderson Union High School Dist.	<input checked="" type="checkbox"/> Victor Hopper	<input type="checkbox"/> Lupe Cordova
Corning Union High School Dist.	<input checked="" type="checkbox"/> Jarod Caylor	<input type="checkbox"/> Jason Armstrong
Gateway Unified School Dist.	<input checked="" type="checkbox"/> James Harrell	<input type="checkbox"/> Steve Henson
Mountain Valley Unified School Dist.	<input type="checkbox"/> Anmarie Swanstrom	<input type="checkbox"/> Felicia Harrison
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"/> Milan Woollard
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"/> Michael Martens
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 1.21.21** – The meeting minutes were reviewed from 1.21.21. A motion was made by James Harrell to approve the meeting minutes as submitted. A motion was seconded by Jaime Green. The motion carried.

**b) 2021.2022 STTACE Budget/Allocations** – Rachelle presented the 21.22 CAEP funding allocations that included a 1.5% COLA. The proposed allocation plan also included a voluntary funding reduction for Southern Trinity and an increase for Corning at \$7,420. A motion was made by Jaime Green to approve the 21.22 CAEP allocations as presented. The motioned was seconded by Joe Wyse. The motion carried.

#### **4) Informational/Discussion Items**

**a) Practitioner response to a universal 130 credit diploma** – Rachelle provided a summary of the Practitioner meeting and group’s position on reducing the consortiums diploma credits from 180-130. There were mixed opinions on this topic. The voting Members recognized the need to continue this conversation and to connect with their teaching staff regarding this issue prior to a vote. Rachelle will add this topic to the June meeting for a potential vote.

**b) Consortium Update** – Budget, Activity, Staffing – Rachelle shared the Consortium update which included an anticipated surplus at the end of the year that will be offered as one-time funds in the fall of 2021. Consortium surplus is associated with the vacant Student Services Coordinator. The Student Services Coordinator position will filled in late summer (August 2021).

**5) Announcements/Adjournment-** Next Meeting: June 17, 2021 3-5 PM via Zoom. The meeting was adjourned at 3:25 PM.

STTAEC

2021.2022 Budget Planning 6.17.2021

		20.21 Allocations	Proposed 21.22 Allocations +4.05% COLA - May Revise
<b>State STTAEC Allocation</b>		\$1,142,505	\$1,188,776
<b>Fiscal Admin Allowance Claimed</b>		-\$57,125	-\$59,438
<b>CONSORTIA OPERATING EXPENSE</b>			
	Salaries and benefits	-\$162,815	-\$169,409
	Other Operating Expense	-\$35,000	-\$36,417
<b>TOTAL Remaining for Members</b>		<b>\$887,565</b>	<b>\$923,512</b>
<b>MEMBER/PARTNER</b>			
<b>SHASTA</b>			
	Anderson Union	\$158,145	\$164,550
	Shasta College Total	\$174,743	\$181,820
	Shasta Union HSD	\$184,275	\$191,738
<b>TEHAMA</b>			
	Corning	\$62,294	\$72,952 *
	Red Bluff	\$126,283	\$131,397
	Tehama CDE	\$0	\$0
<b>TRINITY</b>			
	Mountain Valley	\$10,229	\$10,643
	Southern Trinity	\$28,000	\$21,000 *
	Trinity Alps	\$60,586	\$63,040
	Trinity COE	\$83,010	\$86,372
<b>PARTNERS Total</b>		<b>\$887,565</b>	<b>\$923,512</b>
	<i>UNDER/ (OVER) BUDGET</i>	\$0	\$0

\* S. Trinity requested a decrease in funding -\$7,420, Corning requested an increase \$7,420.

Subject	Min. CA requirements	STTAEC High School Diploma – (180 Credits)
English	30	40
Math (unspecified)	10	20
Algebra I	10	10
U.S. History & Geography	10	10
World History, Culture, and Geography	10	10
American Government	5	5
Economics	5	5
Biology	10	10
Physical Science	10	10
Physical Education	20	0
Foreign Language, Visual/Performing Arts, CTE	10	20
Electives	0	40
Total	130	180

Shasta-Tehama-Trinity Adult Education Consortium

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20.21 Budget Summary

2020.2021 Budget	Budget	Apr-21	May-21	Jun-21	Expenses to Date	Budget Remaining	% spent
Fiscal Agent Indirect	\$ 57,125.00	\$ 724.06	\$ 782.33		\$ 31,381.89	\$ 25,743.11	55%
<b>Fiscal Agent Sub Total</b>	<b>\$ 57,125.00</b>	<b>\$ 724.06</b>	<b>\$ 782.33</b>	<b>\$ -</b>	<b>\$ 31,381.89</b>	<b>\$ 25,743.11</b>	<b>55%</b>
Salary/Benefit	\$ 162,815.00	\$ 10,160.00	\$ 10,160.00		\$ 111,775.88	\$ 51,039.12	69%
Supplies Non Instructional	\$ 2,500.00	\$ 41.71			\$ 41.71	\$ 2,458.29	2%
Postage	\$ 75.00				\$ 23.30	\$ 51.70	31%
Travel-Staff	\$ 2,500.00				\$ 53.48	\$ 2,446.52	2%
Service Fees/Other Charges	\$ 16,524.00	\$ 2,491.00	\$ 4,871.18		\$ 11,567.01	\$ 4,956.99	70%
Advertising	\$ 10,611.00				\$ 5,600.00	\$ 5,011.00	53%
Printing	\$ 290.00		\$ 289.58		\$ 289.58	\$ 0.42	100%
Equipment	\$ 2,500.00				\$ -	\$ 2,500.00	0%
<b>Consortium Direct Sub Total</b>	<b>\$ 197,815.00</b>	<b>\$ 12,692.71</b>	<b>\$ 15,320.76</b>	<b>\$ -</b>	<b>\$ 129,350.96</b>	<b>\$ 68,464.04</b>	<b>65%*</b>
Anderson Union High School District	\$ 158,145.00				\$ 79,072.50	\$ 79,072.50	100%
Shasta College	\$ 174,743.00				\$ 87,371.50	\$ 87,371.50	100%
Shasta Union High School District	\$ 184,275.00				\$ 92,137.50	\$ 92,137.50	100%
Corning Unified High School District	\$ 62,294.00				\$ 31,147.00	\$ 31,147.00	100%
Red Bluff Joint Unified School District	\$ 126,283.00				\$ 63,141.50	\$ 63,141.50	100%
Southern Trinity Joint Unified School District	\$ 28,000.00				\$ 14,000.00	\$ 14,000.00	100%
Mountain Valley Unified School District	\$ 10,229.00				\$ 5,114.50	\$ 5,114.50	100%
Trinity Alps Unified School District	\$ 60,586.00				\$ 30,293.00	\$ 30,293.00	100%
Trinity County Office of Education	\$ 83,010.00				\$ 41,505.00	\$ 41,505.00	100%
<b>Members Sub Total</b>	<b>\$ 887,565.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 443,782.50</b>	<b>\$ 443,782.50</b>	<b>100%**</b>
<b>Totals</b>	<b>\$ 1,142,505.00</b>	<b>\$ 13,416.77</b>	<b>\$ 16,103.09</b>	<b>\$ -</b>	<b>\$ 604,515.35</b>	<b>\$ 537,989.65</b>	

Target 91%

Shasta Tehama Trinity Adult Education Consortium

Consortium Director

March 26, 2021 – June 15, 2021

Consortium Director

- Supported Members with Q3 fiscal expense report
- On-boarded new staff at Shasta Adult School
- Supported individual program marketing materials
- Facilitated Practitioner Meeting, May 23, 2021 – Reviewed requirements for service learning credits, discussed 130 credit diploma, reviewed student data to date, identified best practices for accurate and strong student data
- Workgroup to amend AB 1806 (Ed. Code 51225.1)
- Regional Consortium Leads Workgroup
- CAEP Leadership Academy Workgroup
- Distributed second round of adult ed PPE
- CAEP and other Professional Development
  - Weekly CAEP office hours
  - Chancellor's Office System Update Webinars
  - Launchboard Update and Continuous Program Improvement
  - Building Equitable Economies: Regions Rising
  - North Far North Regional Consortia Meeting's
  - Equity in Education – Four part series February through May 2021

Plus many more!

*Highlight – CAEP Consortia Leadership Academy Workgroup*