



## Lassen County AB 86 Adult Education Consortium

Minutes of August 10, 2017

LCC Boardroom @ 3:00 pm

**The meeting was called to order at 3:03 P.M.**

### **Names of those Present**

#### **Members (Schools):**

Dr. Marlon Hall, Superintendent/ President of Lassen Community College

Lou Hamilton, LCC Board Member

Brian Murphy, Associate Dean of Institutional Effectiveness

Karissa Morehouse, Associate Dean of Student Success

Fran Oberg, LCC Executive Administrative Assistant

Nathan Jersey, LCC Kinship and ILP Director

Paige Broglio, LCC Coordinator of Special Grant Programs

Chad Lewis, LCC Automotive Dept. Instructor

Chad Lawson, LCC Fire Science Dept. Instructor

Andrew Rupley, LCC Business Instructor

Bill McCabe, Lassen High District Superintendent

Kim Dieter, LCC Board Member

Jeff Baker, Superintendent Shaffer School District

Pamela Pettengill, Westwood School District Board Member

Kathi Sherman, Counselor at Long Valley Charter School

#### **Partners (Agencies and Business Partners):**

Deb Probst, Director Lassen Library District Director

Jennifer Mohr, Education Coordinator Lassen County Jail

Ann Weaver, Adult Education Instructor LCOE

### **1. Dr. Hall welcomed everyone and called the meeting to order.**

Opening the meeting Dr. Hall remarked on:

1. The importance of spending the AEBG carryover first.
2. The sustainability of future programs is the key, and the necessity to purchase equipment now, in case of state reductions in future funding.
3. Be sure to pay instructors the appropriate rates for College or K12, and not rely on volunteers.
4. To show progress with our data, and how we are each meeting the outcomes in our mini grant work plans.
5. Always keep in mind the Clear-Career pathways our students need, and align our programs to meet the labor market needs in our region.

Bill McCabe requested that we make a plan for spending to stay on task and on target.

**2. Public Comment - None**

**3. Approval of minutes from May 11, 2017**

Bill McCabe made the motion to approve the meeting minutes and Kathi Sherman gave the second. The motion passed by consensus.

**4. Mini Grant or Addendum Request to Approve for 2017-18 Funding**

The consortium review committee members met twice this summer (June 12<sup>th</sup> and July 27<sup>th</sup>) to review all of the 22 applications and budgets and bring their recommendations back to the consortium. Paige Broglio explained several applications had budget questions or work plan questions that the review committee asked for clarification for the second meeting. And carryover was an issue with several districts having started late and they retained a large carryover on their site not spent. A list was distributed of all the mini grant and addendum requests from our May 11<sup>th</sup> meeting that showed the review committee's recommendations to fund, carryover on sites, and the number enrolled in 2016-17 programs. See attached.

It was explained that MCOE is an RFA written separately for their \$90,000., Big Valley has MOE for \$2,139. And Lassen High District has MOE for \$24,941. These are all a pass-through to our consortium budget from CDE. Ten of our eleven school districts will receive funding for 2017-18.

Bill McCabe commented on the review committee process and how each district will want to stay within their budgets, stay on task and work with others to achieve outcomes.

Karissa Morehouse commented on how we need to look at the needs across the consortium, contract services with agencies and other people, find mentors for our adult learners, and tie our new AEBG Counselor to job placements.

Bill McCabe made the motion and Pam Pettengill gave the second to Approve the Funding chart for mini grants in 2017-18. The motion passed by consensus.

The funding Agreements will be out next month between each district and the consortium.

**5. Existing Mini Grants to Adjust or Modify**

None were presented today, some will come forward to the next meeting to adjust budget categories within their awarded amounts. Paige Broglio will meet with each site to review for state compliance.

**6. AEBG Annual Plan Edits for 2017-2018 and 2016-2017 Updates**

In looking at the two years of annual plans and programs, Paige Broglio thanked everyone for sending in their narratives about last year's programs and outcomes. This will be updated in the 2016-2017 plan. We are increasing our programs and adult learners participating. All newly funded programs for 2017-2018 will be added into this year's annual plan and then all three years rolled up into our AEBG Three Year Plan.

These will be brought back to the consortium for final approval later. Please send in any edits by email to add to the plan.

**7. AEBG Compliance and Updates**

The AEBG Block Grant General Assurances was discussed and Paige Broglio mentioned that AEBG compliance has grown since its inception in 2015. Our consortium now has 10 school districts plus Lassen Community College with 24 funded programs for 2017-2018 compared to only 5 programs in 2015. Now we need to promote programs for more adults to enroll in and receive training and educational services. Our consortium voted to keep the same governance structure last spring and the same name style as we wait to hear what the state acronym will be next.

For AEBG training a data and compliance training is in Sacramento on October 10<sup>th</sup> and 11<sup>th</sup>, 2017. The consortium leadership training is in Sacramento on October 12<sup>th</sup> and 13<sup>th</sup>. Paige Broglio will be attending all four days and possibly the new AEBG Counselor will attend to when she comes on board by October.

The AEBG Summit is in Los Angeles on January 21-23, 2018 and we could take 5 people from our consortium. Dr. Hall mentioned that every year this AEBG Summit gets better.

**8. Adjournment**

The meeting adjourned at 3:30 p.m.

**Attachment from 8/10/17 AB86 Consortium Meeting Approved to Fund 2017-18**

Member	Member District	Mini Grant or Addendum	APPROVED to FUND 2017-18	Carryover on sites as of 6/30/17	Work Plan Focus
Site #					
1	Big Valley District	Addendum	10,000	7,944	Adult School Diploma Completion
1	Big Valley District	Mini Grant	10,000		Parenting Education
1	Big Valley District	Addendum	2,139		Adult School Diploma Completion
2	Fort Sage District	Mini Grant	26,583	5,433	Welding and Auto classes
3	LCC AEBG	Mini Grant	64,000		Career Development Pathway
3	LCC AEBG	Mini Grant	40,000		Behavioral Health Services
3	LCC ILP/DRC Probation	Mini Grant	27,500	12,533	Workshops for Basic Skills for Employment, Parenting skills, referrals for services.
3	LCC CTE Institute	Addendum	0	24,351	LCC Fire Science non-credit CTE classes
3	LCC-Automotive	Addendum	16,000	4,161	Auto, non-credit new class development
3	LCC w/Lassen Library Literacy	Addendum	72,500	43,928	Literacy program, GED prep, basic skills for schools, tutoring, work with agencies
3	LCC Steps to Success	Continue Hiset prep	0	200,000	Consortium approved to hire AEBG Counselor 2017
3	LCC Steps/Lassen Jail	Addendum	0	14,000	Classes, workshops
4	Lassen County Office of Education-Patty Gunderson			100,000	Modify Jail Education mini grant for services
5	Lassen High Career Education	Addendum	25,000	18,673	Computer classes and Construction trades classes
5	Diploma Gold	Mini Grant	42,873	0	Diploma Completion more classes
5	LUHSD Professional Dev.	Mini Grant	30,000		Professional Development for certificated
6	Long Valley Charter	Addendum	30,000	9,881	Diploma Completion
7	Modoc County Office of Educ.	Addendum	90,000	39,978	Cal Works, AFWD, TEACH, MJUSD
7	Modoc County Office of Educ.	Mini Grant	20,000		Train Instructional Specialists for schools
8	Modoc High District	Mini Grant	30,000		Welding and Fabrication
9	Shaffer District	Addendum	0	40,612	ESL Program at 2 locations, Citizenship class
10	Surprise Valley	Addendum	50,000	5,479	Diploma completion, Welding program, Plasma cutting class, and CNC design.
11	Westwood District	Mini Grant	30,265	11,169	4 computer classes, Welding and Wood shop classes, Serv Safe class with intro Food Service.
		<b>Total to fund</b>	<b>616,860</b>		
		<b>2017-18 funds</b>			