



San Diego Adult Education Regional Consortium (SDAERC)

Date: 2023 June 8th, 2023

Time: 2:00pm-3:30pm

Location: Teleconference <https://sdccd-edu.zoom.us/j/92053716869> **Access Password:** SDAERC

Agenda Item

1. Call to Order

Call to Order at 2:04pm

Members Present:

1. Roberta Krauss (Proxy for Shakerra Carter), SDCCE
2. Leah Gualtieri, SDCCE
3. Tina King, SDCCE
4. Nate Sachdeva, SDUSD
5. Kirsley Tate, SDUSD
6. Megan Timmons, SDUSD
7. Donny Tenorio (Proxy for Sarah Vielma), SDUSD
8. Lorie Crosby Howell

Members Absent:

Guests:

10. Maria Allen, SDCCE
11. Libbier Bakit, SDCCE
12. Cynthia Giammarinaro, SDCCE
14. Carla Grossini-Concha, SDCCE
15. Kelly Henwood, SDCCE
16. Jackie Hester, SDCCE
17. Myesha Jackson, SDCCE
18. Jan Jarell, SDCCE
18. Roberta Krauss, SDCCE
19. Nicole Lincoln, SDUSD
21. Sany Ramirez, SDCCE
22. Valeria Ramirez, SDCCE
24. Jesus Rivas, SDCCE
27. Juan Salcedo, SDCCE
28. Anagit Traganza, SDCCD

2. Adoption of Agenda & Selection of Chair & Proxies

Motion for SDCCE to chair the meeting. Nate Sachdeva will chair the meeting
M/S/C Dr. Nate and Kellyto approve the agenda as is.
Discussion: None
Nays: None
Abstentions: None
Action: Approved by Consensus

3. Public Comment

Note: see new Consortium Public Comment Form at [SDAERC](#)

Public comment form is available online at [SDAERC](#)

4. Consent Items:

- a. Approval of [Minutes: March 16th](#)

Approval of Minutes from 3.16.23

M/S/C as is by Megan Timmons and Nate Sachdeva.

Discussion: None

Nays: None

Abstentions: None

Action: Approved

5. Action Items:

- a. [Q3 Expenditure Report Approval](#)
b. [Financial: SDAERC "opt out" carryover % threshold PY 23/24 CFAD](#)
c. [SDAERC PY 23/24 Annual Calendar](#)
d. Site Improvement: CE Miramar Child Development

Quarter 3 Expenditure Report Approval- Cynthia Giammarinano, CAEP Account Technician, SDCCE & Nate Sachdeva, SDUSD Program Manager, College, Career and Technical Education

Corrective action plan to closely monitor CAEP expenditures

Hoping for additional costs for professional development

End of 22.23 PY sees 75-80% increase in budget spending from previous PY

Salary and Benefits are approximately 77% of expenditures

Other operations are 15%

Capital outlay approximately 4%

Discussion: None

Motion: Nate Sachdeva

Second: Lorie Crosby Howell

Nays: None

Abstentions: None

Action: Approved

SDAERC PY 23/24 Annual Calendar Kelly Henwood, SDCCE, Special Projects Manager and Consortium Director

Proposed dates for 23/24 PY need corrections.

Regular meetings may be switched to be from 2:00pm to 3:30 pm

No Action completed, annual calendar will be reviewed at the next meeting

Site Improvement CE Miramar Child Development Dr. Jackie Hester, SDCCE, Dean of Child Development & Emeritus

Any site improvement using CAEP must be approved by the consortium before being sent to the state for further approval

Addition for restroom doors in CE Miramar child development

Pending quote for costs



	<p>Discussion: None Motion: Lorie Crosby Howell Second: Nate Sachdeva Nays: None Abstentions: None Action: Approved</p>
<p>6. Presentation & Discussion Item:</p> <ul style="list-style-type: none"> a. Partner Agency Transitions: English Language Learner Transitions b. SDAERC Annual Plan c. Consortium Annual Effectiveness Survey 	<p>Partner Agency Transition: English Language Learner Transitions: Maria Allan, SDCCE, ESL Faculty Assistant Program Chair CE Miramar & Valeria Ramirez Gateway college program provides students aging out of high school with help on applying to SDCCE. Along with ESL opportunities. Open to further opportunities in expanding the program Prospected to increase transition rates to CE from HS</p> <p>SDAERC Annual Plan: Kelly Henwood, Consortium Director New annual plan has a Project focus for 23/24 PY Budget/Plan is due at the end of September</p> <p>Consortium Annual Effectiveness Survey: Juan Salcedo, SDCCE, Research and Planning Analyst Annual survey in order to gauge effectiveness of SDAERC for the past PY. Survey was sent 6.5.23</p>
<p>7. Information Items:</p> <ul style="list-style-type: none"> a. SDAERC Website Updates b. FELI Professional Development and College & Career Readiness Summer Schedule Flyer c. SDCCE Transitions & Student Services Updates d. Counselor Event with SDUSD and SDCCE e. CAEP Marketing Efforts f. Registration Festivals Dates: g. State CAEP Summit 2023 <ul style="list-style-type: none"> • Attendance • CAEP Summit Call for Proposals Due June 30th • CAEP Model Program Nomination Due June 30th 	<p>SDAERC Website Updates: Kelly Henwood, Consortium Director The SDAERC website provides all available public information regarding SDAERC, as well as many helpful links</p> <p>SDCCE Transitions & Student Service Updates Dean Lorie Crosby-Howell Faculty may go through FELI in order to train to teach CCR courses. Members from outside SDCCD will most likely not be charged Dr. Shakerra Carter, SDCCE, Vice President of Student Services and Libbier Bakit, SDCCE Director of Admissions and Records</p> <p>Counselor Events with SDUSD and SDCCE: Roberta Krauss, SDCCE, Dean of Counseling Follow up on counselor meeting from November. Roberta and Nate will form details of the event</p>



	<p>Kelly suggests site visits to adult schools in order to teachers/counselors</p> <p>CAEP Marketing Efforts: Kelly Henwood, Consortium Director Potential for improvements/new methods of reaching learners in need of secondary education. Suggestion to work along side City/Mesa/Miramar as we work in tandem with them for secondary education.</p> <p>State CAEP Summit 2023: Kelly Henwood, SDCCE and Carla Grossini-Concha, SDCCE Professional Development Coordinator CAEP Summit 2023 dates announced: 10/24-10/26. Registration available now. The summit will be in person in Universal City, Lost Angeles. Sending members of SDCCE will help us understand what projects will be coming in the coming FY. Cross department teams encouraged to attend. Call for proposals</p>
<p>8. Community Partnership Updates</p> <ul style="list-style-type: none"> a. Digital Equity Updates b. Other Partner Updates 	<ul style="list-style-type: none"> a. City of San Diego Access 4 All b. All
<p>9. Upcoming CAEP Due Dates and State Updates</p> <ul style="list-style-type: none"> a. https://caladulted.org/DueDates 	
<p style="text-align: center;"> Adjournment: Meeting Adjourned 3:27 PM Motion: Lori Crosby Howell Second: Nate Sachdeva Action: Adjourned Next Meeting <i>proposed</i> July 20th 2:00- 3:30 </p>	