



Sonoma County Adult Education Consortium Oversight Committee Minutes

DATE: August 9, 2023

TIME: 3:00 pm – 4:00 pm

CALL TO ORDER: Chair Nancy Emanuele called the meeting to order at 3:04 pm

ROLL CALL: Secretary Joan Barrie took a verbal roll call. Present at the meeting were: Nancy Emanuele, Daniela Kingwill; and Samuel Martinez. Absent for the roll call were: Liz Liscum and Georgia Ioakimedes. Also present at the meeting were: Director Marlyn Garcia, Secretary Joan Barrie, Siobhan McGregor, SRJC ESL faculty member who helped Marlyn with the Annual Plan, and the new representative for WUSD, Brian Williams who is replacing Sharon Ferrer. The official resolution naming Brian as the new WUSD SCAEC representative has not yet been approved by the Windsor School Board, but it has been placed on the agenda for their next meeting. Brian gave a brief introduction of himself. Liz Liscum arrived right after the roll call was done.

APPROVAL OF MINUTES OF MEETING HELD ON May 17, 2023

Liz made a motion seconded by Samuel to approve the Minutes from May 17, 2023. The Minutes were approved by the following vote: **AYES:** 4; **NOES:** 0; **ABSTAIN:** 1; **ABSENT:** 1

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:

No members of the public were present and no comments were made.

ANNUAL PLAN REVIEW and Vote to Approve

Marlyn briefly reviewed the Annual Plan and stated that most of it was a continuation of the goals outlined in the three-year plan, with the addition of new strategies and activities for the current 23/24 year. Some information needs to be added in for Petaluma Adult School, and then Marlyn will submit it in NOVA. Nancy gave a brief summary of the programs that Petaluma Adult School offers and Marlyn summarized what SCOE offers.

Georgia was able to join the meeting for a few minutes so that the approval of the Annual Plan could be voted on.

Daniela made a motion seconded by Georgia to approve the FY 23/24 Annual Plan. The plan was approved by the following vote **AYES**: 5; **NOES**: 0; **ABSTAIN**:1; **ABSENT**: 0

INFORMATION ITEMS

a. CFAD Allocation Amendment

Marlyn stated that there were two CFAD allocation Amendments due to the Governor's May revise budget, and the other one temporarily changing the allocation of funds because SCOE voluntarily gave up 50% of their allocation due to not being able to run the classes they had wanted to offer. These funds were split evenly between SRJC and PAS.

b. Member Reports and Announcements

Marlyn reported that many of the fall classes, especially ESL are well enrolled. Computer classes are transitioning to being offered in either Spanish or English instead of bilingually.

Nancy reported that PAS starts their fall classes little by little rather than all at once. Orientation for HS diploma and equivalency has been well attended and they expect that the classes will be close to full if not completely full.

Nancy also asked that when any flyers about classes are created, if those can be sent out to the members automatically, so that everyone can know what is being offered and where.

Samuel also asked that the flyers be shared electronically so that he can forward them to the Santa Rosa City Schools to share with parents. He also shared that there is a new Extended Education Coordinator position (Ryan Thompson) who is looking to expand some Adult Education offerings in the schools. There is also an All Education Coordinator position open that they are recruiting for.

c. Requests for Information

No requests were made.

d. Upcoming Member agency special events and announcements

Nancy shared that there is going to be an Open House Event at PAS for the Parent Cooperative Nursery program.

Daniela shared that the highest-level ESL classes are being moved to the Santa Rosa SRJC campus.

ADJOURN: Chair Emanuele adjourned the meeting at 3:44pm.