

**East Region Adult Education  
Governing Board Meeting  
December 8, 2021  
Virtual Meeting via Zoom  
Minutes**

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- **Call to Order**
  - The meeting was called to order at 11:32 am by ERAE Governing Board President, Theresa Kemper.
  - The following ERAE Governing Board members were present: Theresa Kemper, Mary Beth Kastan, Patrick Keeley, Lynn Neault, and Rick Wilson.
  
- **SPECIAL REPORTS/RECOGNITIONS**
  - The East Region Adult Education (ERAE) Consortium was recently recognized and highlighted in an edition of the state-wide California Adult Education Program publication in Sacramento. ERAE was recognized for its work in helping to meet the needs of underprivileged students and assisting them during transition. [Link to Article](#)
  
- **COMMUNICATIONS FROM THE PUBLIC**
  - There were no communications from the public.
  
- **APPROVAL OF MINUTES – September 8, 2021**
  - **Motion Passed:** The minutes were approved as written. First motion to approve the minutes as written was made by Theresa Kemper and seconded by Rick Wilson.
  
- **REMOVAL OF ITEMS FROM/CHANGES TO AGENDA**
  - There were no changes to the agenda. First motion to approve the agenda as written was made by Rick Wilson and seconded by Mary Beth Kastan.
  
- **REPORTS/DISCUSSIONS**
  - **Consortium Member Reports**
    - **GUHSD**—Kim Bellaart stated that the Grossmont Adult Education students and staff are now back in the Foothills building. The construction crew are still working on minor details as there are some supply chain issues, but students are happy to be back in the building. Students in some of the Personal Enrichment classes who were unable to continue their classes online are extremely appreciative to be back in the building and now able to continue their classes.

There was a holiday hat knitting challenge in the Adult Education knitting classes from November 29 through December 7, and students in the knitting classes attempted to knit 313 hats to donate to the current residents of the East County Transitional Living Center (ECTLC) to show



their support for its residents. Adult Education currently offers high school equivalency preparation classes at the ECTLC to assist residents who plan to earn their high school equivalency.

**MEUSD**—Heather Westgaard stated that there are five students enrolled in the high school diploma program, and two of these students are graduating this week. A Welding cohort finished the week of November 30, and currently those students who were enrolled in the program are practicing their Welding skills. In January 2022, there will be two new cohorts starting. Six students will be able to utilize AJCC (Career Center/WIOA) extended services to cover class fees and equipment. The transition team has been working with these students to assist them with the required paperwork. In February, MEUSD will be starting their first Professional Information Systems class onsite.

- **GCCCD**—Javier Ayala shared that students who are enrolled for the fall semester will be taking their finals next week. Sports activities are now taking place in-person. The ornamental horticulture event held last week was well attended. Faculty and staff will be on winter break starting December 24. Faculty and staff will be back on campus starting January 4, 2022. Starting in January for the spring semester, GCCCD will have approximately 50% of classes in-person.

### **Student Success**

#### ***Quarter 1 2021-2022 Report***

Ute Maschke shared that there are four metrics in place to measure student success—Connection, Entry, Progress, and Transitions. The Student Success Metrics aligns with the Guided Pathways and Vision for Success initiatives at the colleges.

Connection gives us the opportunity to network and track students through the programs. Entry tracks students enrolling and participating. Ute Maschke shared a comparison of Quarter 1 data over the past three years. There was a decrease in the overall enrollment, but not drastically. Because of students' resilience, over 66% of enrolled students participated for 12 or more instructional hours.

Kim Bellaart stated that although there was a decline in overall enrollment, it is encouraging to see that students who are starting programs have attended for 12 hours or more. This is still looking strong in the Quarter 1 enrollment for medical programs, CPAP programs, and the accelerated high school programs. Adult Education will continue to offer classes that are of interest to students and that fit into their schedules. There is an expectation of an increase of refugees in the region, and the ESL program is looking at increasing options for students, such as working on their career skills and high school diploma while gaining language acquisition skills. It is expected that there will be an increased interest in the co-enrollment programs.



There are four types of transitions that are tracked—students transitioning into completing their high school diploma or equivalency, students transitioning into college, students transitioning into career training, and students transitioning into the workforce. The number of students earning a high school diploma increased last year, but there is a slight decrease this year due to a later start date for classes, so it is expected that those numbers will increase later in the year. The ESL program is looking at ways to increase textualized career academic prep into the language acquisition programs, and it is believed that this will help students see the opportunities that are available to them.

The CPAP program (SB554) which is the dual enrollment program, allows students special admittance status at the colleges while taking high school diploma classes at an adult school. This gives students the opportunity to explore college classes when working on their high school diploma/high school equivalency. The majority of students enrolled in the SB554 program stay with the college program. This program seems to be a pathway for students.

The number of students who transitioned into a better job or gained employment decreased in Quarter 1. One factor leading to this was class size, as there was less space availability in the career programs. The student success metrics focus on transitions as the number one outcome. To facilitate and foster transition successfully that lead into employment or into the colleges, work is being done to strengthen our regional network and connections to other adult schools and non-credit career training. The data depository information is regionally collaborated on by all adult schools and includes information on adult schools and non-credit career training community college courses. This allows us, as a region, to facilitate transition for students across the region into adult education training programs and non-credit programs at the community colleges. This tool has several benefits and allows us to use a common language and to utilize resources for the benefit of our students.

### ***Re-opening***

Kim shared pictures of the new student center at Foothills Adult Center. Students can now use the student center to connect and get student support services. The transition team hosted a meet-and-greet to welcome students back into the building and to show what is available to them. Another meet and greet will be held on Dec 15.

### ***Three Year Comprehensive Strategic Plan 2022-2025***

#### ***ERAE Advisory Council***

We will continue working on the comprehensive strategic plan for 2022-2025. The strategic plan is aligned with the strategic plan process at the colleges. An advisory council has been created that will help guide our work. The advisory council includes both colleges, Workforce Partnership,



Directors, Business Partners, and Community Partners.

***The Planning Process***

Ute encouraged members to visit the advisory council website. [Advisory Council Website-The Planning Process](#). The website provides information on the planning process.

***Next Steps***

The focus group will convene in January and bring in students to help us understand the challenges and opportunities that are available, and we would like to bring in business partners to get their input and develop action plans together. A workshop will be setup to share student and business partners suggestions with the college partners and other education stakeholders. This will also help deepen the college partners' understanding of what adult education has to offer and who the adult students actually are.

- **GOVERNANCE/ACTION ITEMS**

- **Approval of Revised Member Allocation Schedule 2021-2022**

- Sally Cox presented the revised member allocations. The allocations are now distributed over a 12-month period, instead of an 11-month period. The revised member allocation schedule for the 2021-2022 school year was approved. First motion to approve the revised member allocations as presented was made by Patrick Keeley and seconded by Lynn Neault.

- Yes Mary Beth Kastan
- Yes Rick Wilson
- Yes Theresa Kemper
- Yes Lynn Neault
- Yes Patrick Keeley

- **Communication from Board Members**

- Mary Beth Kastan—Mary Beth did not have any additional comments.
- Rick Wilson—Rick wished everyone a happy holidays and asked that they check the East Region Chamber website for upcoming events.
- Patrick Keeley—Patrick wished everyone a happy holidays.
- Lynn Neault—Lynn wished everyone a happy holidays.
- Theresa Kemper—Theresa wished everyone a great winter break. She thanked the consortium members for their hard work. Theresa mentioned that it is exciting to see the changes at the facility and it looks very inviting.

- **Adjournment**

- The meeting was adjourned at 12:22 pm. The next ERAE governing board meeting will be held on March 30, 2022 at 11:30am, location to be determined.