

**East Region Adult Education
Governing Board Meeting**

March 5, 2024

Grossmont College, 8800 Grossmont College Dr, El Cajon, CA 92020. | Building 80 District Office

Minutes

- **Call to Order**

- The meeting was called to order at 8:02am by ERAE Governing Board President, Mary Beth Kastan.
- The following ERAE Governing Board members were present: Mary Beth Kastan, Mike Fowler, Lynn Neault, Rick Wilson, and Patrick Keeley.

- **SPECIAL REPORTS/RECOGNITIONS**

- There were no special reports/recognitions.

- **COMMUNICATIONS FROM THE PUBLIC**

- There were no communications from the public.

- **APPROVAL OF MINUTES – December 14, 2023**

- **Motion Passed:** The minutes were approved as written. The first motion to approve the minutes as written was made by Rick Wilson and seconded by Patrick Keeley.
 - Yes Mary Beth Kastan
 - Yes Mike Fowler
 - Yes Patrick Keeley
 - Yes Lynn Neault
 - Yes Rick Wilson

- **REMOVAL OF ITEMS FROM/CHANGES TO THE AGENDA**

- There were no changes to the agenda. The first motion to approve the agenda as written was made by Lynn Neault and seconded by Mike Fowler.
 - Yes Mary Beth Kastan
 - Yes Mike Fowler
 - Yes Patrick Keeley
 - Yes Lynn Neault
 - Yes Rick Wilson

- **REPORTS/DISCUSSIONS**

- **Context Setting**

Kim Bellaart stated that this board meeting reports/discussion agenda item will focus on three main points: Context setting which includes the history of the consortium, a brief summary of the Strategic Plan which guides the work that is being done by the consortium, and at the end of the discussion, the consortium members will share feedback on the challenges and priorities



of their district. Kim stated that prior to 2008-2009, funding for adult schools was based on average daily attendance (ADA). There was a cap to the total ADA and if you fail to meet the cap for two consecutive years, the district's ADA was reduced. Adult schools were funded in this way for many years. There were lots of overlaps with the programming provided through adult schools and the community colleges. A chart from the 2012 Legislative Analyst Office report was shared with members and the chart outlined various instructional areas. The chart showed the overlap in program areas that were all covered by the adult schools and by non-credit and credit areas in the community colleges.

During the 2009 recession, budget cuts, and "flexibility" for categorical programs, the school districts were allowed to use adult education funding for any educational purpose. Many K-12 adult education programs closed at this time as funding was being used for other purposes. Grossmont Adult Education was able to remain open and most programs were retained. Prior to the restructuring in 2013, Grossmont Adult Education provided Personal Enrichment, Career Training, Academics, EL, Apprenticeship programs, and the Re-entry programs in the County jails. All of these programs are still being offered by Grossmont Adult Education. Prior to the restructuring, Mountain Empire had a small adult education program with 4 seats for the high school diploma program. Sally Cox stated that prior to the restructure, Cuyamaca had a Continuing Education department with significant non-credit and ESL programs which were held at the college and in the community in elementary schools. There were some non-credit CTE courses, non-credit Personal Enrichment classes, and grant funded contract education and fee-based classes for ESL and CTE. Prior to the restructuring, the non-credit programs had a lower reimbursement rate than the credit programs. The state required community colleges to eliminate remedial credit courses. The Continuing Education department was expensive to operate, and pathways did not align to credit courses, so a lot depended on the grants and non-credit. There was a major restructuring in 2013-2014, and the ERAE consortium was formed, and MEUSD eventually became a part of the consortium. The funding for the consortium was introduced as the Adult Education Block grant, later renamed California Adult Education Program (CAEP). The consortium serves adults according to the regional delivery plans, and GCCCD and GUHSD worked together to create a plan. The requirement was to maintain at least the 2012-2013 level of state spending on adult education in the 2013-2014 and the 2014-2015 school year. CAEP funds cannot be redirected for K-12 or other non-CAEP purposes.

The 2015 plan had recommendations for each program area, including alignments and articulation agreements, career pathways, student support, and data sharing. GCCCD closed their Continuing Education department, non-credit programs were greatly reduced, and lower levels of ESL were reduced due to elimination of remedial education at the community colleges. Foundation for Grossmont and Cuyamaca Colleges (FGCC) became the fiscal agent for the consortium. GUHSD and MEUSD received base funding and FGCC managed new staffing and contracts for consortium wide services. The consortium is required to have a governance committee, a three-year Strategic Plan with annual plans for each member, and annual budgets with allocations approved by the governance committee. The current structure includes the governing board and the governance committee. The purpose of the governing board is to establish the consortium strategic agenda, set priorities for the operating budget and financial plan, prioritize and direct resources to serve the needs of the community, evaluate the annual performance measures and student data, appoint committees as needed and set duties for these committees. GUHSD funding was based on 2012-2013 funding and some consortium funds. Mountain Empire funding was based on 2012-2013 funding plus an increase in base of \$110,000. The Consortium funding supports consortium-wide services based on recommendations from the Leadership Council.

The consortium has many accomplishments thus far—consortium-wide student services with the transition specialists, increased adult education course offerings at Mountain Empire by adding the Welding program and Office Professional course offering, dual enrollment SB554 offerings, alignment of ESL between adult education and the community colleges, expanded professional



development, great marketing campaigns and branding, and creation of the Student Support Center at Foothills which is available for use by all consortium students.

The Legislative Analyst Office (LAO) has published another report. A recommendation and observation based on the report is the need for a rebasing of CAEP funding. All consortia get their allocations based on maintenance of effort and extra needs in other areas, and this has not been re-evaluated by the state. The LAO's suggestion is to look at a rebasing and the possibility of a portion of the funding being performance based. Some challenges faced by the consortium includes the need for a common data system to be implemented, the designated credential requirement being an issue in recruiting new instructors, and the CAEP funding for CTE courses is insufficient for K12 adult education, so students are charged a portion of the fee for these classes.

There are some amazing opportunities in the consortium as well, such as the very successful Health Occupations Center medical classes and the expanding non-medical CTE courses. There is lots of potential for growth in Mountain Empire, and the possibility of collaborating as a consortium with non-credit at GCCCD. Dual enrollment continues to have lots of potential, and pathway work is a big focus with strong workforce.

High Level Summary of Strategic Plan

Kim Bellaart gave an overview of the Consortium's Strategic Plan. There are five areas of focus which includes targeting outreach and marketing, expanding a system of professional learning, engaging students through onboarding, implementing five clearly mapped training and education paths, and supporting students' persistence and transitions.

Discussion Topics: Challenges and Priorities

Cynthia Nagura asked board members to give feedback on what they believe are their district's challenges and priorities for consortium related programs.

GCCCD—Lynn Neault stated that community colleges are a key component to the pathways. The community desires quick pathways to earn living wage jobs. Community colleges are the middle ground in non-credit potential to fill the gaps. The challenge is that these programs take time to be developed. The community colleges are ready and eager to partner but it will take time, but the key is to get started and to identify the areas that are in demand and focus on one or two pilot areas that can be pursued.

GUHSD—Mary Beth Kastan mentioned that she is excited about the potential opportunity for a bachelor's degree as the pipeline for LVN and other nursing programs, and making CTE programs more affordable for students. The partnership with GCCCD to provide additional non-credit programs would benefit students due to the limited funds available for these programs.

Mike Fowler stated that he identified three priorities for GUHSD. The graduation rate for GUHSD last year was 83% which was about 700 students not getting a high school diploma. Mike mentioned that he would like these students to be excited about the opportunities available to them in adult education and the community colleges. Expanding non-credit programs that can be offered by GCCCD is another priority for the district. Also, continuing to transition EL students into career training programs at adult education and the community colleges by increasing integrated education and training options.

MEUSD—Patrick Keeley mentioned that the biggest challenge for the MEUSD district is finding qualified instructors. It is not cost effective for teachers to drive the long distance to Pine Valley to teach classes such as the Welding program. The district is reviewing programs to see



which programs are economically viable and finding teachers locally that can take on the role of hourly instructors of the programs.

Rick Wilson-Chamber of Commerce—Rick stated that being a part of the consortium is extremely helpful to the Chamber of Commerce. The chamber is always looking for opportunities to connect the community with programs such as adult education and community colleges. Many students may have the skill set but need to be trained using the equipment that is needed for the job. So, connecting students with these programs is very helpful. Even though the fees are affordable, it may be a barrier for students, and this is where the chamber can offer assistance. Lynn Neault asked Rick to please bring forward any needs in the community that is identified by the chamber as there are incredible opportunities available to students to help them meet their training needs.

Expanding GCCCD noncredit

The question presented to the board members was “How could expanding GCCCD noncredit align and expand the consortium’s impact?—how do we strategically align for impact on the community? What are low hanging fruits? Aligning vision with GCCCD Master Plan for CTE? Sally Cox shared information on what is offered through noncredit and what is offered through CAEP program areas. Classes offered provide alignment opportunities in the Career Development and College Preparation Program area (CDCP) which is the slightly enhanced credit and noncredit that can be done with career education. This creates a better opportunity for all members as we move forward with expanding non-credit programs. CTE health program is an area that is possible for partnership. The CNA and LVN programs at Grossmont Health Occupations Center are both very successful and impacted. There is an opportunity for an LVN to RN program that is requested a lot by the community. Adult Education offers the Emergency Medical Technician program but does not offer the Paramedic and Fire Science. Grossmont Adult Education offers the Dental Assistance program but does not offer the Dental Hygienist program. Kim stated that it would be a good idea to look at this information as a consortium and come up with a plan on how we can meet the needs of the community, especially with more expensive programs. Lynn Neault mentioned that one of the requirements for the Dental Hygienist program at the community colleges is to go through a regional approval process and to demonstrate the demand, but the program is very expensive to run. Lynn recommended that the focus be on areas that already exist in the consortium or on areas that could be easily created or aligned. Patrick Keeley said the challenge would be the cost to students. Those soliciting the class may not be aware of the expenses involved with the class. Kim said it is the work of the consortium to do research on programs and see what is in demand in the community and how many employers there are, etc. There will be some limiting factors that will determine whether a class will be offered or not. Both Kim and Lynn said it would be great for the consortium to have groups to discuss short-term and long-term planning and decide on what is viable and which jobs are needed in the community and will provide livable wages for students.

Marketing and Engagement—Bill Dennett asked the board for input on ways the consortium can improve and support the community and keep them informed of what is available. Sally suggested that Camille, who works in a K-12 district, may be able to help MEUSD with community outreach. Bill mentioned that consortium-wide marketing has been discussed. Lynn asked whether the community identifies with the consortium marketing/branding or with the educational programs. Sally said that we are moving back to individualized branding because consortium-wide branding may have been confusing to people. Kim mentioned that we would like to go back to the consortium supporting the members and promoting the



members' programs and assisting with the professional marketing. We can add member logos so that the community understands that it is a group of providers working together. Patrick said our programs are synonymous with East County and our education and goals. There are a lot of contractors and blue-collar work, and this has become synonymous with East County. Patrick mentioned that when the chamber of commerce promotes educational programs, the programs can be promoted as programs in partnership with the chamber versus just an educational program. Lynn said there is a sizeable amount of money available for apprenticeship programs at this time. She asked whether there is a lot of demand for apprenticeship programs and whether there are areas in which the demands are not met. Kim mentioned that Grossmont Adult has been approached to be the LEA for many programs. Kim said this is an area that GAE can easily coordinate with the community colleges. This would help the K12 programs focus on career pre-apprenticeship curriculum and there is currently a lot of funding available for this. Rick mentioned that when joining the consortium, the chamber wanted to help with marketing and continue to educate the community on what is available in the community. There are over 600 members and 3500 businesses that sign up to receive this type of information. Rick asked for consortium members to send him their flyers and other digital information so he can share with the community. Lynn suggested doing a presentation at one of the Chamber's First Friday breakfasts or a presentation at an ECEDC event.

Review of CFAD Process and 2024-2025 Allocation Schedule

Sally Cox presented the Consortia Fiscal Administration Declaration (CFAD) allocation schedule for the 2024-2025 school year. It is a requirement that the consortium have a proposed allocation for the governor's budget to show how the CAEP funding will be dispersed for the year. The budget is revised in May and again when the budget is finalized.

Review of Amendment to ERAE Bylaws Section VII

Kim stated that the change to the Bylaws in Section VII would allow for the consortium to have three board meetings per year instead of four. A meeting would be held in August, December, and April each year. The next board meeting is scheduled for August 20, 2024 from 8:00am-9:30am at the Health Occupations Center in Santee.

- **GOVERNANCE/ACTION ITEMS**

Approval of the CFAD Process and 2024-2025 Allocation Schedule

The 2024-2025 CFAD allocation schedule was approved as written. The first motion to approve the CFAD as written was made by Lynn Neault and seconded by Rick Wilson.

- Yes Mary Beth Kastan
- Yes Mike Fowler
- Yes Patrick Keeley
- Yes Lynn Neault
- Yes Rick Wilson

Approval of Amendment to the ERAE Bylaws Section VII

The amendment to the ERAE Bylaws Section VII was approved. The first motion to approve the amendment to the ERAE Bylaws Section VII as written was made by Patrick Keeley and seconded by Lynn Neault.

- Yes Mary Beth Kastan



- Yes Mike Fowler
- Yes Patrick Keeley
- Yes Lynn Neault
- Yes Rick Wilson

- **Communication from Board Members**

Mary Beth Kastan— Mary Beth thanked the board for their hard work and the discussions at the board meetings and said she believes we have a solid foundation. She thanked the staff for helping with the prep work for the ERAE board meetings.

Mike Fowler—Mike did not have any additional comments.

Patrick Keeley—Patrick congratulated Bill on his upcoming retirement and for a job well done during his 32 years at Mountain Empire. Patrick thanked Bill for his dedication to the community.

Lynn Neault—Lynn said it was a lot of work to put the history of the consortium together and said that it was very impressive gathering all the information that was presented.

Rick Wilson—Rick asked for everyone to visit the chamber website to see the current events.

- **Adjournment**

The meeting was adjourned at 9:24am. The next ERAE governing board meeting will be held at 8am on August 20, 2024, at the Health Occupations Center in Santee.