



DRAFT NOTES

Solano County Adult Education Consortium Board Meeting

Location Zoom
Date: May 15, 2023
Time: 1:00-2:00 pm
Facilitator John Cervetto, RDA
Note Taker Jamon Franklin, RDA

AGENDA TOPIC	DISCUSSION NOTES
Approve Agenda & Meeting Minutes	• Motion to approve agenda ○ Motion/Second: Laura Dutch/Lisa Neeley ○ Ayes: 5 Nays: 0
Public Comment	• None
Additional CAEP Technical Assistance	• Laura – letter from state was dated in March, and we didn’t hear about it until end of April, this feels like a huge deal, and a huge failure on RDA’s part, this is about our funding ○ JC – we did receive this in March, John & Raminder discussed and didn’t really realize what it was. Talked about RS following up to figure out what it was. Then in April had a meeting with them (CAEP). Then found out that there were reasons for selection of Solano for this TA ○ This is not meant to be punitive, but it is for targeted technical assistance, will be given a coach ○ Had to ask many times why SAEC was selected for this • LD: when you got the email that you didn’t understand, you should have reached out to us for help understanding, as we do understand it ○ Also there shouldn’t be a meeting with state folks without members of the board • June Regis – v disappointing and disheartening ○ We have to have conversations with superintendents, we are not in charge, so it would have been helpful to be included in the ○ There are still so many question marks, that it seems to be punitive ○ We would like to have a meeting with CAEP sooner than later, so that we know what we are accountable for ○ This has to be part of the annual plan ○ Still feels very up in the air • Amalia: in John’s attempt to be very factual about what happened, he has not conveyed how much we realize that this is a big deal • Lisa: appreciate that, and underscore the feeling of my colleagues that it needs to be better • Amalia: do agree that we should have notified SAEC members sooner • Laura Dutch – is it possible to set up a meeting with the state ASAP? ○ We need our Annual Plan to be finished by June 30th, and it needs to include this technical assistance ○ John – June 30th is the last date that we are all together, and then many of us go on vacation for July • Meeting with State: cc all members of SAEC to see who is available to attend • June – brought up issues with whose name is in CAEP’s records (Kirsten is still on there, Raminder was just added about a week ago, etc) • JC: want to clarify that my understanding is that this is not a corrective action plan ○ It’s a coaching plan ○ LD – you can say that, but until we know the details, we can’t know that. They often word things like that, but we know that it’s not necc the case, and this is all of our funding ○ TD – and we need to present this to our superintendents, so we need to understand ○ EK: when they say program management, what do they mean? ○ LN: and what are the things that made us be on the list for this TTA

	○ LD: also really important that people who are on this project are trained on adult ed, so that they know and that we aren't the ones training them ○ JC: CAEP has made it clear that meeting with coach won't happen until mid-July ● RDA did see turnover in COVID, and know that we have learning to do ● June: can we be cc'ed on any emails back and forth with the state? ● Next steps: ○ meeting with state ASAP – John will coordinate
Consortium Management	● Covered in previous topic
Annual Plan Updates	● Next steps: ○ Timeline needs to be updated in light of June 30th deadline
Wrap Up & Next Steps	● John to schedule CAEP meeting with SAEC members ASAP ● John & Jamon to come up with updated timeline for Annual Plan
Adjourn	○ Meeting adjourned at 1:43

Members Present

Voting: Elizabeth Kolakoski, Laura Dutch, Lisa Neeley, Tiffany Donahue, June Regis

Non-voting: None

Consortium Consultants (RDA): John Cervetto, Jamon Franklin (Minutes), Amalia Egri Freedman, Charlene Taylor, Dina de Veer