

# GATEWAYSCV ADULT EDUCATION CONSORTIUM

## BOARD MEETING MINUTES

Golden Oak Adult School, Room 2  
23201 Dalbey Drive, Santa Clarita, CA 91355

1:30 pm to 2:30 pm  
Friday, September 21, 2018  
Pending Approval

1.1 Call to Order	Meeting called to order at 1:32 pm
1.2 Flag Salute	Garrett Rieck
1.3 Welcome to Guests/Recognition of Staff Representative(s)	General welcome
1.4 Approval of April 20, 2018 Board Minutes	Move: J. Buckley; second M. Kuhlman
1.5 Approval of Agenda	Move: M. Kuhlman; Second J. Buckley
1.6 Recognition/Information	Garrett Rieck: new full-time noncredit faculty at COC; project support and curriculum development
1.7 Annual Plan Approval	Moved M. Kuhlman and Seconded: Approved
1.8 Bylaws	Moves M. Kuhlman; Seconded J. Buckley (Approved) Discussion: Section IV Funding, part iii: clarify approval of base funding will remain the same unless State makes changes, in which case member distribution will remain proportionate pending Board discussion.
1.9 CFAD COLA Adjustment	K.Haglund reports \$52, 919 COLA allocation given to Golden Oak Adult School as agreed by Management Team.
1.10 AEBG Name Change to AEP	K. Haglund reports name change from Adult Education Block Grant to Adult Education Program. Removal of "grant" from name may help with consideration of funds as sustainable.
1.11 Calendar of Board Meeting Dates	Moved: M. Kuhlman; Second: J Buckley. Discussion: Adjust bylaws Article V, Section 2 to reflect 12-month calendar of Board meetings instead of 6-month. Meetings from 12pm-2pm as follows (Rooms TBA): 12/7/18 (COC); 4/19/18 (Golden Oak); 8/9/19 (COC); 12/6/18 (Golden Oak).
2: Instructional Services 2.1 Golden Oak Adult School 2.2 College of the Canyons Noncredit	<i>Golden Oak Adult School:</i> J. Hoffman: Successful HiSET/HSD and ESL graduations well-attended; CCAE gives 3 \$250 scholarships (CMA and HSD);

	<p>HSD now cohort; COC will refer CMA/CAN students to GOAS until COC program is stabilized; Phlebotomy is full; Pathways EL Civ + Education, healthcare, hospitality with ServeSafe Certificate; WASC Action Plan to improve data and analysis; Everyone CASAS tested by the time they enter classroom; showing learning gains; faculty now have caseloads; WIOA increase in payment points by 56% (CTE not included); Health Pathway graduation 2/16/19; Discussion: translators – community volunteers? Jodie will investigate</p> <p><i>College of the Canyons Noncredit:</i> J.Makevich: Fall2018 enrollment increase from 339 to 442 since same point last year; 12 course sections planned for Bouquet site; Community and business outreach for ESL, GED, Career, and Computer Skills. Sic employers placing students (incl. AMS and McDonalds) plus community centers and libraries.</p>
<p><b>3. Subcommittee Updates</b>  <b>Facilities</b>  <b>Professional Development</b></p>	<p><i>Facilities:</i>  J.Hoffman: Restroom is finished; possibility of new flooring next year for classrooms and exterior paint. J. Makevich: Bouquet Site ready, Edwards SP2019. Edwards will include registration/application services.</p> <p><i>Professional Development:</i> J. Hoffman: Professional development via EdPuzzle, share-out required. J.Makevich: NonCredit Faculty survey to investigate needs and services. K.Haglund reports on completed joint PD team Human Centered Design Pilot and ESL idions.</p>
<p><b>3.2 Professional Development</b></p>	<p>J. Hoffman: Professional development via EdPuzzle, share-out required.</p>
<p><b>Announcement of Next Regular Business Meeting</b></p>	<p>Friday, December 7<sup>th</sup>, 2018 from 12pm-2pm at College of the Canyons (Valencia Campus) Room 211</p>
<p><b>Adjournment</b></p>	<p>1:25 pm: Moved – J. Buckley; Second – M. Kuhlman</p>

*If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in alternate form, please contact Adult Education at College of the Canyons: 661-362-3320 or Adult Education at Hart District: 661-253-0583 at least 24 hours before the scheduled meeting.*