



Napa Valley Adult Education Consortium

Board Meeting Agenda

January 29, 2018

- I. Welcome
- II. Establish Quorum
- III. Approve December Minutes - **Attachment I**
- IV. **Public Comment** - *Public comment will be allowed on any topic relevant to the NVAEC. Pursuant to NVAEC Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.*
- V. Project Manager's Report
 - a. AEBG Program Fee Policy – July 1, 2018
 - b. AB104 Legislative Alignment with the Brown Act
 - c. AEBG Summit Report – January 22-23, 2018, Universal City
 - d. LaunchBoard Adult Education Dashboard Data Element Dictionary:
<http://aebg.cccco.edu/Portals/1/docs/For%20AEBG%20Grantees/Student%20Data%20Collection/11.1.17%20Adult%20Ed%20LaunchBoard%20Data%20Element%20Dictionary.pdf>
 - e. Upcoming deadlines (see schedule, below)
 - f. State AEBG Guidance Update
 - g. NOVA Reporting – Certified per state guidance
 - Revised budget to be reconciled with NOVA in March via Member budgets
 - h. Management Team Meeting Schedule
- VI. Consultant Report – Mitch Rosin
Planning Days:
 - a. February 5 & 6, 2018
 - b. March 1 & 2, 2018
 - c. April 19 & 20, 2018
 - d. May 10 & 11, 2018
 - e. June 21 & 22, 2018
- VII. Discussion Items
 - a. Plan for Ongoing Auditing

b. Annual Plan Retreat Date

VIII. Adjournment





ATTACHMENT I

Napa Valley Adult Education Consortium

Board Meeting Minutes

December 15, 2017

Board Members Present: Erik Shearer, VP of Instruction, Napa Valley College; Barbara Nemko, Superintendent, Napa County Office of Education; Wade Roach, Assistant Superintendent of Business Services, Napa Valley Unified School District; Mary Ann Valles, Assistant Superintendent, Instructional Services, Napa Valley Unified School District.

Via Conference Call: Patrick Sweeney, Superintendent, Napa Valley Unified School District; Ronald Kraft, President, Napa Valley College; Robert Parker, Vice President of Administrative Services, Napa Valley College;

Absent: None.

Other: Cathy Balach, Project Manager

Via Conference Call: Lori-Leanne Parris, Principal, Napa Valley Adult Education; Mechele Manno, Associate Dean, Napa Valley College

Minutes: Cathy Balach

- Welcome
Barbara Nemko called the meeting to order at 4:05pm.
- Establish Quorum
Quorum established.
- Approve November Minutes - **Attachment I**
Approved with correction Erik moved to approve, Mary Ann seconded.
- Public Comment (10 minutes)
None.
- Action Item:
 - Reviewed budget.
 - Cathy asked for any comments from Lori-Leanne and Mechele, none to add.
 - Erik moved to approve, Mary Ann seconded. All in favor.
- Movement to adjourn. Erik moved to approve, Wade seconded. All in favor. Meeting adjourned at 4:12pm.