



San Luis Obispo County Adult Education Consortium Agenda

Management Committee Meeting

Thursday, September 4 | 9:00 AM- 11:00 AM |

Templeton ECTC, 950 Old County Road, Templeton, CA

Consortium Description:

The San Luis Obispo County Adult Education Consortium is a county-wide consortium with responsibility for assessing, developing, and improving adult education programs and services as outlined in the California Adult Education Program (CAEP). The consortium includes members from Templeton Unified School District, San Luis Coastal Unified School District, Lucia Mar Unified School District, and Cuesta College.

Consortium Members & Committee:

X	Wes Martin, Cuesta College-Director of Continuing Ed
X	Jose Real Galaviz, Cuesta College
X	Jennifer Bowen, LMUSD - Principal of Adult School
	Kristin Anderson, Lucia Mar USD - Coordinator of CTE
X	Cheryl London, Templeton USD - Coordinator
X	Leslie O'Conner, SLCUSD – Adult Ed
	Dan Block, SLCUSD - Adult Ed
X	Jasmin Lopez, Success Coach

X	Crystal Urbano, Success Coach
---	-------------------------------



AGENDA ITEMS	WHO	TIME	INTENT	CAEP Goal/Objective
1. Approval of Agenda Approved 9:03	All	9:00	Action	
2. Consortium Minutes & Approval Tabled until next meeting to have the notes updated	All	9:05	Review / Action	
3. Introduction of Success Coaches from Cuesta Introduced Jasmin Lopez and Crystal Urbano as success coaches for NCC and SLO. Presented new referral form for members to use to refer students to Cuesta College Brainstormed additions to form: services they may need (drop down), Viewing rights only to members, Add an additional information box, Add name of person submitting form, Primary Language of referral, indicate if Cuesta application is done	Wes	9:10	Presentation	

<p>4. Consortium Member Updates How is the beginning of 2025/26?</p> <p>Present EOY expenses & Data for 2024/25 Enrollment, Participants, Transitions, EFL gains, certificates/diplomas, carry over amount SLO: HSD – 40, ESL – 25, Culinary/Digital Lit – 29, Jail 23 More are choosing diploma over GED Summer Program (HSD) began in July for first time Jail is a work in progress as personnel that they work with is changing and it is difficult to get connected.</p> <p>Templeton: HSD 71, Participants 57, EFL gain 40, grads 36, transitioned -11 Started in July, moving along with enrollment for 2025/26</p> <p>Lucia Mar: 186 enrolled, 147 Participants, 29 diplomas, 44 CTE, 19 Citizenship</p> <ul style="list-style-type: none"> • Phlebotomy has its first cohort. Classes are Fridays 10-4 and the cost is \$2000. • Medical Assisting is starting on Monday or next month (depending on enrollment), Classes are Monday – Thursday 3:45-8:45 \$2500 • AUMT is the partner with LM providing the above CTE classes. 	All	9:25	Discussion	
--	-----	------	------------	--

<p>CUESTA: Numbers aren't available yet through their system will be available by the next meeting.</p> <ul style="list-style-type: none"> • Truck Driver Cohort: 14 have received CDL – class A license since last spring! • Following up with a survey of students to determine the outcome of the license • Cost is \$220 for the physical/drug screening • Student needs to take a week off work to do the driver training portion – makes it difficult for some students • Biggest challenge currently is being able to secure driving instructors with the requirements that Cuesta must follow for instructors. • Digital Literacy: Computers for Beginners and Email for beginners has 40 enrolled so far • ESL at Embassy Suites -3 transitioned to Cuesta, Location was odd and hours were after work which isn't ideal, vocational vocab for hotel workers 				
<p>5. Review Annual Plan – goals for each site for 2024/25</p> <p>Goal #1: 2 CTE programs up, and outreach campaigns:</p> <ul style="list-style-type: none"> • LM has Phlebotomy running (1 CTE) • LM was featured on KSBY news (9/3) for the Phlebotomy and Medical Assisting • Cuesta – wrapping the CDL truck to advertise CTE/Cuesta truck driving • Cuesta – Billboards to advertise classes 	All	9:50	Discussion	

<ul style="list-style-type: none"> Templeton – advertising campaign on Facebook and Instagram Goal #2: Improve transitions between K12 and College or Workforce <ul style="list-style-type: none"> Success coaches will be working this year on strengthening the K12 – College transition Have a template to use for referrals – presented at this meeting Goal #3: Effectiveness of GED/HSD <ul style="list-style-type: none"> Class setting is a better format for increasing learning Create a tracking system to see how long students take to receive diploma or equivalency At CAEP Summit ask to see what other schools are doing to help move students through the system in a timely fashion 				
6. Meeting Dates for 2024/25 WEP – if needed Due Nov.14 Preliminary allocations – Feb 28 CFAD due – May 2 Annual Plan Due August 15 See dates at bottom of the agenda	All	10:20		
7. Next Meeting Agenda Items	All	10:55	Discussion	
<ul style="list-style-type: none"> Templeton will share form for all to report data for the quarter – everyone should be completing the form for each meeting. 				



8. Adjournment	All	11:00		
Adjourned at 10:58				
1. <i>Information items are not for action</i>			Information	

SUMMARY of Meeting Actions, Decisions, and Future Steps				
1.				

FUTURE AGENDA ITEMS				
1. Annual Plan				
2. 3 Year Plan				
3. Fall meeting dates				

Next Meeting:

Next Manager Meetings: October 2, 2025 – SLCUSD

December 4, 2025 – Lucia Mar
January 8, 2026 – Zoom/Cuesta
March 5, 2026- Templeton
April 2, 2026 – SLO
May 7, 2026 – Cuesta
June 4, 2026 – Zoom/Lucia Mar

Next Executive Meeting Dates:

October 23, 2025 – Hosted by Cuesta
January 22, 2026 – Zoom Templeton
April 23, 2026 – Hosted by SLOCUSD
August 6, 2026 – Zoom Lucia Mar



Resources are available on the [SLOCAEC](#) webpage

- Bylaws
- Three Year Plan
- Annual Plan