



San Luis Obispo County Adult Education Consortium Agenda/Minutes

Executive Committee Meeting

Thursday, January 23, 2025 | 1:30 – 2:30 |

Via Zoom

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:

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| X | Mia Ruiz, Cuesta College - Dean, Student Success & Support Programs, Exec. Voting Member |
| X | Wes Martin – Director of Continuing Ed, Working Group |
| X | Jose Real Galaviz, Cuesta College - Coordinator of Continuing Ed, Working Group |
| X | Jennifer Bowen, LMUSD - Principal of Adult School, Working Group |
| X | Ashley McCall, Lucia Mar USD - Executive Director 21st Century Learning, Exec Voting Member |
| X | Cheryl London, Templeton USD - Coordinator, Working Group |
| X | Debby Garcia, Templeton USD – Principal, Alternative Ed, Exec Voting Member |

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| X | Leslie O’Conner, SLCUSD – Working Group |
| X | Dan Neff, SLCUSD – Director of Secondary Learning and Achievement, Exec Voting Member |
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| AGENDA ITEMS | WHO | TIME | INTENT | CAEP Goal/Objective |
|--|-----|------|-----------------------|---------------------|
| 1. Approval of Agenda <u>Motion made by:</u> Debby Garcia <u>Motion seconded by:</u> Mia Ruiz | All | 1:30 | Action | |
| 2. Consortium Minutes & Approval <u>Motion made by:</u> Mia Ruiz <u>Motion seconded by:</u> Cheryl London | All | 1:35 | Review / Action | |
| <ul style="list-style-type: none"> ● Bylaws: Approval of updates to Bylaws ● Bylaws ● <u>Motion made by:</u> Dan Neff ● <u>Motion seconded by:</u> Ashley McCall ● <u>Voting:</u> ● ● Debby Garcia - Yes ● Ashley McCall - Yes ● Dan Neff - Yes ● Mia Ruiz - Yes | All | 1:40 | Discussion /Action | |

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| ● | | | | |
| 3. Discussion of Employment Courses/Programs by District <ul style="list-style-type: none"> ○ SLOCUSD: Culinary Program is to obtain the food handlers certificate. The program runs 6 weeks offered 2 nights a week. They are looking to add this program to the local jail program. ○ A request was made to have flyers of programs offered by consortium members given to other members so we can cross advertise programs. ○ Lucia Mar: Cosmetology program that is working with its second cohort, the first cohort will finish by summer 2025. They are also partnering with Cal Regional to offer Medical Assisting and Phlebotomy (potentially). Schedule of classes for Cosmetology is on their website. ○ Bring in Dawn Boulanger (WDB) to manager meetings to have more connection with WDB who can assist students with funding of course costs. ○ Cuesta College: Offers the following courses Auto Body Collision Repair and Automotive Refinish/Repair. Hospitality Management, Welding – Structural Steel, Commercial Driver’s License – Class B currently. | All | 2:00 | Discussion / Action | |
| 4. Review Quarterly Reports from Districts <ul style="list-style-type: none"> ● Quarterly Reports | All | 2:15 | Discussion | |



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| <ul style="list-style-type: none"> • Changes to make to reports to so they will more useful for the purpose of supporting/directing the 3year plan and the annual plans: • Show enrolled vs. attending (what are the standards we use and what are the numbers) • Grades/persistence – demonstrate how students are progressing thru our programs • Complete form for expenditures by category (each district) | | | | |
| 5. Next Meeting Agenda Items <ul style="list-style-type: none"> • 3 year plan • Quarterly Reports | All | 2:25 | Discussion | |
| 6. Adjournment | All | 2:30 | Action | |
| 1. <i>Information items are not for action</i> | | | Information | |

| SUMMARY of Meeting Actions, Decisions, and Future Steps | | | | |
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| 1. Bylaws updated | | | | |
| 2. Continue using reports to drive decisions – update forms to make them more informative and detailed | | | | |
| 3. 3 year plan will be main topic of next meeting | | | | |

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



**Next Executive Meeting:
April 10th, 2025**

Future Executive Meeting Dates

June 26th, 2025

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

- Bylaws
- Three Year Plan
- Annual Plan
- Comprehensive Master Plan