



**State Center Adult Education Consortium (SCAEC)**

**Friday, October 15, 2021 at 2:00 p.m.**

**Location: Zoom Meeting - for access contact: [allyson.adams@statecenter.com](mailto:allyson.adams@statecenter.com)**

**AGENDA**

- 1.0 Call to Order
- 2.0 Approval of Agenda and Minutes [Access Minutes HERE](#)
- 3.0 Meeting Norms
- 4.0 Hearing of the Public/Unscheduled Oral Communications  
*(Individuals who wish to address the Board topics within the Board's subject jurisdiction, but not listed on this agenda may do so at his time. While all time limitations are at the discretion of the Board Director, generally members of the public will be limited to a maximum of three (3) minutes per speaker for a total of thirty (30) minutes of public comment as designated on this agenda. Any individual who has not had an opportunity to address the Board during this initial thirty (30) minute period may do so at the end of the meeting after the Board has addressed all remaining items on this agenda.)*
- 5.0 Consent Agenda  
*(ALL CONSENT AGENDA items are considered to be routine by the Board of Education and will be enacted by one motion. There will be no separate discussion of items unless a board member or member of the community so requests, in which event, the items(s) will be considered following approval of the consent Agenda.)*
- 6.0 Information Items
  - 6.1 Caruthers Adult School use of funds request [Proposal](#)
  - 6.2 Participation in Three-year Planning process [Interest form](#)
  - 6.3 Prospectus updates [Prospectus example](#)
  - 6.4 Virtual meeting guidance per the Governor's Office [AB361](#)
  - 6.5 NOVA DUE DATE - 12/1/21. Q1 Expenditure Report, General Ledger, & Actuals of Program Hours and Leveraged Funds for 20/21.
  - 6.6 Upcoming Conferences
    - a. CAEP Summit - October 26-28 [Registration link](#)
    - b. CCAE Central Section Fall Conference - November 19 [Flyer link](#)
    - c. COABE registration opens Dec. 1 [COABE conference webpage](#)
    - d. ACCE Fall 2021 Zoom in Workshop [Registration link](#)
    - e. Joint Legislative Kick-Off Event with CAEAA & CCAE [Registration Link](#)
- 7.0 Reports
  - 7.1 SCAEC Office Report
  - 7.2 Member Reports - please respond to the following question:
    - a. What are you doing to keep up the morale at your campus?
    - b. How are you marketing your program?
- 8.0 Action Items
- 9.0 Closed Session
- 10.0 Reconvene in Open Session (Report out on any action taken in Closed Session)
- 11.0 Public Comment regarding Closed Session items
- 12.0 Next Meeting: January 21, 2022  
2:00 pm - 5:00 pm  
Location: TBD
- 13.0 Adjournment

To access written documents being discussed at the board meeting, or to otherwise participate at Board meetings please contact Executive Director Sherri Watkins at [sherri.watkins@statecenter.com](mailto:sherri.watkins@statecenter.com). Notification at least 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to the Board meeting. Public materials are available for public inspection at State Center Adult Education Consortium, 642 Pollasky, Suite 110, Clovis, CA 93612 or visit our website at: [www.statecenteraec.org](http://www.statecenteraec.org)