



Kern Adult Education Consortium Special Meeting August

Fri Aug 1, 2025 9:00 AM - 10:00 AM PDT

1. CALL TO ORDER

The meeting was called to order at: 9:11am by Denice McCauley

Location: Bakersfield Adult School, 501 S. Mt. Vernon Avenue, Bakersfield, CA 93307.

2. ROLL CALL

Establishment of Quorum - Quorum: 10 of 15 members

2.1. Attendees:

Present:

- Ana Danielson, Mono County Office of Education
- David Ellms, Muroc Joint Unified School District
- Heather Ostash, Kern CCD (Alternate)
- Jodi Loeffler, Kern High
- Randy Cook, Inyo County Office of Education
- John Cosner, Sierra Sands Unified School District
- Jeremy Newfield, Kern High
- Larriann Torrez, Porterville Unified School District
- Leonor Lopez, McFarland Unified School District
- McKenna Liebgott, Tehachapi Unified School District (Alternate)
- Victoria Davis, Mojave Unified School District

Quorum established with 11 members present.

3. PUBLIC COMMENTS

At this time, the public may address the Board on any Open agenda items.

(Up to 5 minutes per speaker)

No public comments were made.

4. ADDITIONS TO THE AGENDA

(Additions or changes can only occur when immediate action is required, which did not come to the attention of the Chair until after the agenda was posted; requires approval of 2/3 of all confirmed voting members; not applicable during special or emergency meetings)

No additions to the agenda.

5. PRIOR MEETING MINUTES (CONSENT AGENDA)

(All consent items are to be approved in one motion unless a member requests separate action on a specific item.)

Previous meeting minutes were provided for review as informational only, as there was no quorum at the last meeting.

5.1. Kern CAEP Minutes 07-28-2025

Motion: Informational Only

6. ACTION ITEMS

(10 minutes per item with an option of one 5-minute extension)

6.1. Action Item: Approval of CAEP Annual Plan 25-26

Motion: Recommended for Approval

Moved by: Larriann Torrez

Second by: John Cosner

Final Resolution: Motion passed unanimously

6.2. Action Item: Approval of CAEP 25-26 Allocation Amendment

Motion: Recommended for Approval

Moved by: Larriann Torrez

Second by: Jodi Loeffler

Final Resolution: Motion passed unanimously

7. FUTURE AGENDA ITEMS

7.1. Review of 2023/24 and 2024/25 Member Expense Report

Due Date: September 1, 2025 (Due in NOVA)

Purpose: To ensure that the Q4 Member Expense Reports are submitted and certified.

7.2. Final Certification of 2023/24 and 2024/25 Member Expense Reports

Due Date: September 30, 2025

Purpose: To review and approve final certification of the Member Expense Reports.

7.3. Approval of 2025/26 Member Program Year Budget and Work Plan

Due Date: September 30, 2025 (Due in NOVA)

Purpose: To approve the 2025/26 Member Program Year Budget and Work Plan.

8. DISCUSSION ITEMS

No discussion items

9. EVENTS AND TRAININGS

9.1. CAEP Summit 2025 - Collaboration in Action. Innovation with Purpose.

Dates: September 24–26, 2025

Location: Anaheim, California

Purpose: Informational – Upcoming CAEP Summit details.

Link: [Registration Link](#)

Denice McCauley noted consortium support is available for members needing assistance with costs

10. ADJOURNMENT

Motion to Adjourn at 9:18 am

Motion by: Jodi Loeffler

Second by: Larriann Torrez

11. NEXT SCHEDULED MEETING

Date & Time: Friday, August 22, 2025, 9:00 am to 11:00 am

Location: Kern Community College District Office, 2100 Chester Ave, Bakersfield, CA 93301