



**KERN ADULT EDUCATION CONSORTIUM  
STEERING MEETING AGENDA**

**Friday, May 15, 2026 (9:00 am – 10:00 am)**

Meeting information and link can be found on the KAEC website: [www.kernaec.com](http://www.kernaec.com)

The Kern Community College District strives to make reasonable accommodations in all its programs, services, and activities for all qualified individuals with disabilities. Notification of 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. Any individual who requires disability-related accommodations or modifications to participate in the Kern Adult Education Program Consortium Board meeting should contact Mitch Rosin at (708) 309-8556 or [Mitch.Rosin2@gmail.com](mailto:Mitch.Rosin2@gmail.com). (Government Code Section 54954.2) Any materials required by law to be made available to the public before a meeting of the Kern Adult Education Program Consortium Board can be inspected at the following address: Kern Community College District, 2100 Chester Avenue, Bakersfield, CA 93301 and on the Kern Adult Education Consortium website <http://www.kernaec.org>

**IN PERSON LOCATION:** KCCD District Office, **Atlantic Room**, 2100 Chester Avenue, Bakersfield, CA 93301

**ZOOM LINK:** <https://us02web.zoom.us/j/86142135402>

**1. CALL TO ORDER/ROLL CALL:**

Member District (Alphabetical)	Member Representative/ Alternate	In Person	Zoom
Delano Joint Union High School	Julio Segura		
Inyo County Office of Education	Randy Cook		
Kern CCD	Stacy Pfluger / Heather Ostash		
Kern County Superintendent of Schools	Kierstin Webb		
Kern High	Jodi Loeffler / Chad Provensal		
McFarland Unified School District	Leonor Lopez		
Mojave Unified School District	Victoria Davis		
Mono County Office of Education	Ana Danielson / Lyle Tavernier		
Muroc Joint Unified School District	David Ellms		
Porterville Unified School District	Larriann Torrez		
Sierra Sands Unified School District	John Cosner		
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott		
Wasco Union High School District	Marleni Maston		

**Partners in Attendance:**

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**2. PUBLIC COMMENTS**

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

(Up to 5 minutes per speaker; a total of 15 minutes with an option of one 5-minute extension.)

### 3. 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)

### 4. DIRECTOR'S REPORT

#### 4.1 NOVA and TOPSpro Due Dates – KAEC is not compliant

#### 4.2 Annual Plan Retreat – June 25, 2026 @ Dorner Family Vinyards

Expectations

#### 4.3 CAEP Upcoming Due Dates:

##### April 2026

- Apr 30: Student Data due in TOPSPro (Q3)
- Apr 30: Employment and Earnings Follow-up Survey

##### May 2026

- May 2: CFAD for 2026-27 due in NOVA

##### June 2026

- Jun 1: 25/26 Member Expense Report due in NOVA (Q3)
- Jun 30: 25/26 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4

##### July 2026

- Jul 15: Student Data due in TOPSPro (Q4) FINAL

##### August 2026

- Aug 15: Annual Plan for 2026-27 due in NOVA

##### September 2026

- Sep 1: 25/26 Member Expense Report due in NOVA (Q4)
- Sep 30: 25/26 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 26/27 Member Program Year Budget and Workplan due in NOVA
- Sep 30: End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm

##### October 2026

- Oct 30: 26/27 Member Program Year Budget and Workplan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPro (Q1)
- Oct 31: Employment and Earnings Follow-up Survey

##### November 2026

- Nov 14: Written Expenditure Plan (WEP)\* Only for consortia who have exceeded 20% carryover.

## **December 2026**

- Dec 1: 26/27 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

## **5. DISCUSSION ITEMS**

**5.1 KCCD Request for Allocation Amendment of \$89,987.00 ELL Funds from Round 2**

**5.2 Muroc Allocation Amendment of \$50,000.00**

**5.3 KCCD Internal Technical Assistance Update**

**5.4 Review “our goals” on KAEC website to reflect current 3 year and annual plan**

**5.5 Survey all member districts for which POS are currently being offered**

**5.6 Update “meet the team” page . . . who should be on there? Anyone?**

**5.7 Update Community Resource page**

**5.8 Blog posts and Social Media**

**5.9 News and Events page**

**5.10 Meeting Schedule for 2026-2027; Is current cadence still acceptable?**

**5.11 Brown Act – Liz – KCCD Legal**

**5.12 WIOA Applications**

**5.13 Marcom Group Contract**

## **6. UPCOMING PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

- CASAS Summer Institute – Anaheim, CA – June 15-18, 2026

## **7. ADJOURNMENT**

**NEXT SCHEDULED MEETING:**

**Annual Plan Retreat (Governing Board and Steering Committee)**

Date: June 25, 2026

Time: 9:00 am – 2:00 pm

Location: Dorner Family Vineyard, 18274 Old Ranch Rd, Tehachapi, CA 93561

Zoom Link: <https://us02web.zoom.us/j/86142135402>

**Handouts will be in Microsoft Teams, Google Drive and will be available on <http://www.kernaec.org>.** Please contact Liz Ramirez with any questions ([Liz.Ramirez@kccd.edu](mailto:Liz.Ramirez@kccd.edu)).