

	<p style="text-align: center;"><u>Minutes Steering Committee</u></p> <p>Date: Thursday, April 16, 2026</p> <p>Time: 12:30 p.m. to 1:00 p.m. - Lunch 1:00 p.m. to 2:00 p.m. - Meeting</p> <p>Location: San Mateo Adult & Career Education 789 E. Poplar Avenue San Mateo, CA 94401</p>
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Agenda Topic
Welcome and Opening Remarks
<p>Proposed SMCCACE Funding Allocations Program Year 2026-27</p> <ul style="list-style-type: none"> ● CAEP funding allocations are based upon a formula that takes into consideration the number of the student population, program costs (adult basic and secondary education, overhead and salaries) ● San Mateo Adult School is SMCCACE's fiscal agent; and manages SMCCACE's funding allocation ● This year the CAEP consortias received a proposed COLA increase of 2.41% <ul style="list-style-type: none"> ○ Uncertain if this will remain; Governor's proposed budget will be reviewed May 2026; the budget approved by the legislature will occur in July 2026 ● The Brown Act requires the Consortia's proposed allocations be presented during a public meeting allowing for public comment (our Steering Committee meeting) to approve/accept the proposed funding allocation ● Once SMCCACE has reached consensus, the Consortia's proposed funding allocations for program year 2026-27 will be entered into the

Certified Financial Funding Agreement (CFAD) in CAEP financial reporting system (NOVA)

- If the Governor’s budget is revised, and CAEP’s funding allocations are changed (a reduced COLA), the revised proposed funding allocations will be shared with the Management Team and the Steering Committee for discussion and consensus
- All SMCCACE funded members support and contribute to the SMCCACE general fund
- SMCCACE’s general fund is utilized to cover all consortium expenses and overhead
- SMCCACE’s general fund is included in the funding allocation along with the consortia’s member adult schools and community colleges
- SMCCACE member schools/college will enter their budgets into CAEP’s financial system (NOVA) based on their work plan and activities planned for the 2026-2027 program year in September 2027

**Vote: Question Posed to SMCCACE Steering Committee Members:
Do you approve the SMCCACE proposed funding allocations for the program year 2026-2027?**

Name	School	Vote Yes or No
Angulo, Nereida	Skyline College	Yes
Benau, Tami	San Mateo County, Office of Education	Yes
Beshirs, Mark	Jefferson Adult Education	Yes
Brown, Gloria	Bay Area Community Health Advisory Council	Yes
Camacho, Hector	San Mateo County, Office of Education	Yes
Cordova Arce, Mary Ann	South San Francisco Public Library	Yes
Corella, Romany	San Mateo Career & Adult Education	Yes
Crenshaw, Terrie	San Mateo Career & Adult Education	Yes
Efigenio, Araceli	San Mateo County Libraries	Yes
Eva, Twyla	Jefferson Adult Education	Yes
Garcia, Alexis	Sequoia Adult Education	Yes

Garcia, Lynette	San Mateo Career & Adult Education	Yes
Jaciw, Jasmine	Cañada College	Yes
Livingstone, Todd	Sequoia Adult School	Yes
Macareg, Rubie	San Mateo County, Office of Education	Yes
Salinas, Carolina	San Mateo County Immigrant Services	Yes
Sparks, Lisa	San Mateo Career & Adult Education	Yes
Ramirez, Janet	Cañada College	Yes
Roganova, Tatiana	Sequoia Adult School	Yes
Villar, Patty	San Mateo Career & Adult Education	Yes
Xiao, Lani	South San Francisco Adult Education	Yes

Proposed Budget Allocation Submission Process:

- Funded members will receive a notice from the NOVA financial system advising that the CFAD has been submitted for certification
- Before funded members can certify the CFAD, each member will be asked to review and agree to CAEP Member Assurances. Funded members agree to:
 - Spend the funding allocation according to the programs they have listed
 - To judiciously work to minimize carryovers
 - Abide by the State mandates to provide the education listed in their programs
 - Submit accurate expense reports on times
- Once funded members agree and submit (certify) in NOVA, the proposed budget allocation will be submitted to the State
- The Governor's budget revision will be completed in July 2027; if CAEP's funding allocations are changed, the revised proposed funding allocations will be shared with the Management Team and the Steering Committee for discussion and consensus

Immigration Rights & Equity, Social Justice & Inclusion

- Presentation by Rubie Macareg and Hector Camacho, San Mateo County, Office of Education
 - Protocols for ICE
 - Rapid Response Hotline 203 666-4472
 - To provide urgent legal support to the person, call and share: their full name, birth date, country of origin, and case number (A#) if possible

Public Comments and Announcements

Bay Area Community Health Advisory Council

- www.bachac.org
- 2026 Soul Stroll
 - Saturday, May 16, 2026, 8:00 a.m. to 12:00 p.m.
 - Coyote Point Recreation Area in San Mateo

San Mateo Adult & Career Education

- Spring/Summer Career Fair in partnership with NovaWorks
- Tuesday, May 12, 2026, 11:30 a.m. to 1:30 p.m.

Adjourn

Attendees:

Angulo, Nereida, Skyline College
Benau, Tami, San Mateo County, Office of Education
Beshirs, Mark, Jefferson Adult Education
Brown, Gloria, Bay Area Community Health Advisory Council
Camacho, Hector, San Mateo County, Office of Education
Cordova Arce, Mary Ann, South San Francisco Public Library
Corella, Romany, San Mateo Career & Adult Education
Crenshaw, Terrie, San Mateo Career & Adult Education
Efigenio, Araceli, San Mateo County Libraries
Eva, Twyla, Jefferson Adult Education
Garcia, Alexis, Sequoia Adult Education
Garcia, Lynette, San Mateo Career & Adult Education
Jaciw, Jasmine, Cañada College
Livingstone, Todd, Sequoia Adult School
Macareg, Rubie, San Mateo County, Office of Education
Salinas, Carolina, San Mateo County Immigrant Services
Sparks, Lisa, San Mateo Career & Adult Education
Ramirez, Janet, Cañada College
Roganova, Tatiana, Sequoia Adult School
Villar, Patty, San Mateo Career & Adult Education
Xiao, Lani, South San Francisco Adult Education