

CALIFORNIA APPRENTICESHIP COUNCIL

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ADDRESS REPLY TO:
California Apprenticeship Council
P. O. Box 420603
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RELATED SUPPLEMENTAL INSTRUCTION
COMMITTEE MEETING
Minutes

Chairperson Jack Buckhorn
Wednesday, August 2, 2023

I. Call to Order/Roll Call

Chairperson Buckhorn called the meeting to order at 11:00 a.m. Chief Rood did the roll call.

Members present: Jack Buckhorn, Hugo de la Torre, Brandon Brockhouse, Louis Ontiveros, Earl Restine, CCCCCO Dean Gary Adams, and Chief Eric Rood.

Members Absent: None

A quorum was met.

II. Review and approval of Minutes

Buckhorn made a motion and Ontiveros seconded to approve the minutes.
Motion was approved.

III. Old Business

- Review and update the California Apprenticeship Council Policy on Common Administrative Practices and Treatment of Costs and Practices Related to RSI.

Buckhorn spoke on the Chancellor's statutes around funding and administering RSI. This committee had a lot of discussion on the best

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practice doc and have drafted a best practice document to review. The document was drafted and posted on the DAS website. We are going to have more feedback and go through the document to get feedback from all the LEAs to make this document better.

Chancellor's Office Gary Adams spoke on the Apprenticeship Common Administrative Practices and Treatment of Costs document that goes back to 2017. Dean Adams stated it was time to update and try to reflect what is currently law. Dean Adams said the CCCCO wants to be as transparent as possible.

The subcommittee went through the document. Buckhorn provided the commissioners and the public an opportunity to ask Dean Adams questions. Don Simonich asked how the draft document was developed. Dean Adams stated that suggestions that were provided by the San Joaquin County Office of Education were incorporated in this first draft. Buckhorn provided context of the role of the RSI committee to have a collaborative discussion to provide guidance to the Chancellor's Office. Buckhorn affirmed that this document is best practice and is not creating any underground regulations.

The committee took comments section by section on the document. The committee reviewed the following sections: Common Acronyms & definitions, Background, Eligibility, General Best Practices, Reporting Schedule, Transfer of Programs Between LEAs, Annual RSI Allocations, and Treatment of Costs and Services. There were public comments around instructor requirements and making sure there is distinction between K-12 adult schools and Community colleges. There were also comments around administrative costs. Dean Adams addressed the admin costs and spoke to CIA grants are limited to 4-5% admin charge. Dean Adams does not oppose to setting a cap around 5%, with justification above that number. Dean Adams said this most LEA. Suzanne Murphy responded on behalf of Adult Ed the LEA has to hire teachers, staff, etc. and were being charged 20% that is to cover the admin costs. Dr. Amos Nugent, Pleasanton USD, said that there are additional costs to cover workers' comp and other services provided by LEA.

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IV. New Business

Nothing to Report

V. Items for Discussion

Jack stated an additional thing that he wanted everyone to be aware of is that the chancellor's office launched an RSI website.

VI. Adjournment

Buckhorn adjourned meeting at 12:09 p.m.