



**CALIFORNIA APPRENTICESHIP COUNCIL 2026
FIRST QUARTERLY MEETING
RELATED SUPPLEMENTAL INSTRUCTION COMMITTEE
MINUTES**

**Wednesday, January 28, 2026
10:00 a.m.
Chairperson Jack Buckhorn**

- I. Call to Order/Roll Call
 - a. Chair Jack Buckhorn called the meeting to order at 10:02 a.m.
 - b. DAS Chief Adele Burnes conducted the roll call.
 - i. Members Present: Jack Buckhorn (remote), Sheri Learmonth (remote), Alex Beltran, Hugo De La Torre (remote), Gary Adams, Yvonne De La Pena, and Randall Chenworth.
 - ii. Members Absent: None
- II. Review/Approve Previous Minutes
 - a. All members present approved the Previous Minutes for the meeting held on November 5, 2025, in Sacramento, California.
- III. Old Business
 - a. K–12 & Community College Audit Guide Alignment. Dr. Sabrina Lopez (CCC Chancellor’s Office) presented the update and moved the document forward. After several years of work, CDE and CCCCO had aligned RSI audit language. This alignment resolves long-standing inconsistencies between K–12 and community college auditing practices. The updated language is expected to appear in the 2026–27 Audit Guide.
 - b. Common Administrative Practices Document
 - i. Don noted discrepancies between the version approved in subcommittee and the version posted publicly.

- ii. Dr. Sabrina Lopez suggested that the period deadlines proposed adjusting P1/P2 dates to January 31 and May 31. However, this will be discussed later.
- iii. Commissioner Yvonne De La Peña questioned instructor evaluation frequency (2 vs. 3 years).
- c. Chair Jack Buckhorn stated that edits could be addressed at the full CAC meeting or at the next RSI meeting.

IV. New Business-None

V. Other Items of Interest/Public Comment

- a. LEA representatives described challenges with data collection and lingering COVID-era disruptions.
- b. Raised concerns about asynchronous learning and AI misuse by students.

VI. Adjournment

- a. The meeting adjourned at approximately 10:34 a.m.