



## Minutes VCAEC Regular Meeting

March 1, 2019

Moorpark Unified School District, Adult School  
Lunch at 12:45pm | Meeting from 1:00-3:00pm

### **Participants:**

**Facilitator:** Greg Hill Jr., WestEd

**Recorder:** Kathy Walker, WestEd

**Member Representatives:** Michele Arso (P), Shayna Ledesma, Admin. Delegate SIMI (n/a), Becky Beckett (P), Stefan Cvijanovich (A), Robin Gillette (P), Kathy Greaves (P), Tiffany Morse (A), Mike Sanders (Chairperson) (P), Mike Winters (P), Alexandria Wright (P), Carolyn Vang-Walker (P)

**Guests:** Tom Chan, Fillmore

### **MINUTES**

Meeting was called to order by Greg Hill, Jr. with permission from Mike Sanders at 1:20 PM

#### **OPENING PROCEDURES**

- Welcome and request for speaker cards

#### **PUBLIC COMMENT**

- No public comments

#### **CONSENT AGENDA**

- Approval of Minutes from 2/1/19
- Invoice for previously approved, College and Career Technician at Oxnard Adult School - \$28,690.03

#### **Motion 1**

Motion was made by Mike Sanders seconded by Mike Winters to approve consent agenda

All present - Yes; Opposed - None; Motion passed

#### **DISCUSSION**

- **2018-19 Funding Proposal from Work Readiness Workgroup - \$10,000**
  - Additional information was requested by VCAEC
  - Valuable to have consensus on rubric.
    - Who is leading this?
    - There will be a need for at least 3 meetings.
    - Bring in rubric.
    - How many teachers?
    - How often will they meet?
    - \$10,000 is for the Adult Education Portion - K-12 will be funded with other funds.
- **CFAD due May 2, 2019-20 - members need to look at expenditures and have conversation regarding new proposals.**
- **Guidance for assigning student identifiers for CalPads was requested by Tom**

Alix will set up another meeting and comeback with additional info at next meeting regarding Funding Proposal for Work Readiness.

## Chan

- State is attempting to assign identifiers for every student.
  - Ojai and Fillmore use Q - so CalPads data is already being extracted.
  - Other Adult Ed's will need to come up with a mechanism to gather this data
  - Coordinate with COE to get information.
  - Follow up with Neil as to what this actually means.
- **Additional opportunity for ELL Navigator program through partnership with Workforce Development Board (WDB)**
    - Kathy Greaves and Carolyn Vang-Walker will contact AJCC (Nancy Ambriz) and WDB Director (Rebecca Evans)
    - Greg would be interested in doing the evaluation if VCAEC goes for this.
    - WDB has to write grant; members would share what they will do to help.
    - Due end of March.
    - This would be an AJCC partnership.
    - Use co-enrollment as a model - take students that qualify and are already enrolled in ELL.
    - Consortium needs more information regarding what the model looks like.
  - **Three-Year Planning Approach.** Discussion of possible timeline and approach to developing three-year plan.
    - Update of planning sessions
    - Core function - establish more rigorous activities to connect our community.
    - Suggestion is to focus on
      - Year 1 ELL - convening teacher - listen to needs - how programs can improve, etc.
      - Year 2 - another group - ABE ASE etc. - submit focus groups
      - Year 3 - CTE
    - Consistent student voice - possibly align survey entry and exit surveys
      - Look at what members already use - come up with a core set of questions.
      - Each agency could then add a few questions unique to their campus
    - Meetings and training would be on member campuses.
    - What do we as a consortium want to get behind:
      - 3-4-5 strategies that we all can focus on; can be formative and knit group together.
      - A formal student forum on alignment and instruction
      - K-12 and community college perception of adult students.
    - Data and Accountability funds can be used for survey and forum for data collecting. This would give us a better understanding of the barriers students are faced with.
    - We will have an open presentation at our April, May and June Meetings. Members can invite partner, staff, students, etc.; presentation will be at the beginning of the meeting.
  - **CASAS Summer Institute Funding.** All members need to let us know if they are sending someone to the CASAS Summer Institute? We need a Conference Travel request for each participant from each member agency. This reimbursement will be sent to each member agency prior to CASAS Summer Institute using Data and Accountability Funds. Members to send or bring CASAS Summer Institute invoice to Kathy by 4/5/19 meeting

☐ GH / KW will  
Look into  
CalPads and  
get back to  
members

☐ GH will schedule  
a call with those  
interested by  
end of next  
week.

☐ Greg will bring  
more formal  
presentation  
regarding D&A  
funds

## Motion 2

Motion to adjourn was made by Michele Arso and seconded Becky Beckett.

All present - Yes; Opposed - No; motion passed.

Meeting adjourned at 2:46 PM

Next meeting April 5th Fillmore Adult School