



VCAEC Regular Meeting
August 2, 2019 - Approved 9/13/19

Ojai Unified School District, Board Room
Lunch at 12:45pm | Meeting from 1:00-3:00pm

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives: Laurel Arnold (P), Michele Arso (P), Shayna Ledesma, Admin. Delegate SIMI (N/A), Becky Beckett (P), Stefan Cvijanovich (A), Robin Gillette (P), Kathy Greaves (P), Alan Penner (P), Mike Sanders (Chairperson) (A), Alexandria Wright (P), Holly Correa, Admin Delegate VCCCD (N/A), Carolyn Vang-Walker (Acting Chair) (P)

MINUTES

Meeting Called to order at 1:30 PM by Greg Hill Jr. with permission from Carolyn Vang-Walker

OPENING PROCEDURES

- Welcome, Roll call and request for speaker cards (no speaker cards submitted), Introduction of Laurel Arnold as the Member Representative for VCOE and Alan Penner, Member Representative for Moorpark - All members introduced themselves

PUBLIC COMMENTS - No Public comments

CONSENT AGENDA

- Approval of Minutes from 6/7/19
- Approval of Laurel Arnold, Member Representative, VCOE (replacing Mary Samples)
- Approval of Alan Pennar, Member Representative, Moorpark (replacing Mike Winters)

Consensus approval for Laurel Arnold and Alan Pennar as Member Representatives by members present

Motion: We will revisit motion at the next meeting for consent items (Minutes could not be approved as we did not have a quorum of members present at 6/7/19 meeting)

DISCUSSION

- **CAEP Summit 2019:** We have enough PIN Numbers for one member per agency to attend CAEP Summit 2019. VCAEC will follow past practice of providing funding for this conference. Those wishing to attend should let Kathy know by Friday, August 9, 2019. We will release all unused PIN Numbers back to CAEP office to be redistributed to other consortiums wanting to send additional people.
- **Meeting of the Minds Conference:** Greg will be attending and would like one other member to attend with him. Carolyn hopes to attend one day.

- Send Member Responsibility guidelines to new members. (Kathy)
- Send CAEP Summit 2019 and Meeting of the Minds Conference information to all members for registration. (Kathy)
- Alix will call another meeting for Work Readiness committee to finalize and bring to consortium for approval.
- Add Job Developer to agenda and scheduling for next meeting.

- **Job Developer Schedule - Alix Wright:** Alix requested member input as to what amount of time they would like to see the Job Developer.
 - **Becky (Ojai):** Once a week is enough. Better if students could sign up to meet with him on an evening when other students are on campus. Would also like Social Media workshop. It was suggested that it might be a good idea to have a flyer made with all the workshops listed that could be available to all students, giving them the opportunity to attend any of the workshops no matter where they are being held.
 - **Carolyn (VACE):** Job Developer is at VACE on Monday's. He works with Encore, Workforce Dev. Academy and TRJ students who have been released from Jail. It was noted that many Workforce Dev. students are actually CALWorks students.
 - **Alan (Moorpark):** It would be best to start workshops late Sept. or Oct. Once a week or every other week workshops during normal class time. Moorpark is opening a Job Search Center for assisting community members on Job Search. It will be open M-TH. It would be nice if Job Developer could be available one of the four days in the evening, by appointment to help.
 - **Michele (SIMI)** could use the Job Developer, on occasion, to help with evening appointments.
 - **Alix** shared that the Job Developer is at AJCC 3 days a week. Members wanted to know what we get back from AJCC. Partnership with AJCC must be an actual partnership and that AJCC should know that it is the Consortium that is providing the Job Developer. This schedule should be determined by availability, as member agencies should receive needed time with the Job Developer. At the time that an MOU or agreement was made by Lawrence from VCOE with AJCC the consortium had two Job Developers. AJCC is accustomed to having our Job Developer 3 days, however, with only one Job Developer available this may not be possible.

Alix would like the Job Developer trained in the Work Readiness curriculum and this would be what is used for the workshops that are presented by Job Developer. In addition the Job Developer will be trained on TOPSpro Enterprise.

Note: Fillmore was not present to give input.

- **Discussion of Proposed Professional Development and Annual Plan Activities:** The following reflects emerging perspectives among members
 - We need to formalize partnerships with partners.
 - Long term goal is for our students to be independent learners
 - Program alignment.
 - Need to formulate an action plan. We can tap external coaches or use internal coaches. Utilize resources we have and develop an action plan...where are the gaps ... where should we reach out... what is needed impact the learning.
 - Conduct focus groups with students (or surveys).
- Greg to write up one page information on committees needed.
 - Will get revised Planning Document out to member by Friday hopefully Wednesday.

- Noted: Michele from SIMI indicated that Jeannett from SIMI has retired. In her place she is hiring a Marketing and communications coordinator. This person could be appointed to serve on the VCAEC committee for outreach and marketing.
- Establish a community of practice. Each agency would delegate someone to go through human design training. Greg would facilitate
- There is a need for Face to Face quarterly meetings to compare procedures and Best Practices and build a data dictionary
- Data review - Annually
- Capacity building - hire someone, such as a Grant Writer to help us obtain additional funding sources.
- Need a way to get the information to move our consortium to full capacity.
 - Kristin could facilitate or coordinate shared professional development for Basic Skills instructors.
 - We need a comprehensive professional development plan (Build in IET work or model to share). We could focus in on this for Year 1 & 2 then maybe by year 3 instructors would want to do these things
 - What will Professional Development look like?
 - Timeline and Committees / Groups
 - Shared professional learning plan should take no more than 3 months
 - Communication Plan may take longer.
 - Need to map ESL levels
- **Discussion regarding SB554.** If passed, SB554 would extend the special admit status allowing high school students to dual-enroll in community college classes to adult learners. A summary of the bill is appended to the end of this document.

Oxnard offered to host VCAEC Meeting on Friday, Sept. 13

Motion 1

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

All present - yes; opposed none. Motion passed

Meeting Adjourned at 3:15 PM

ASSEMBLY COMMITTEE ON HIGHER EDUCATION
Jose Medina, Chair
SB 554 (Roth) – As Amended April 10, 2019
SENATE VOTE: 38-0

SUBJECT: Public schools: adult school students: Advanced Scholastic and Vocational Training Program.

SUMMARY: Authorizes a community college district to allow an adult student pursuing a high school diploma or a high school equivalency certificate to attend a California Community College (CCC) as a special part-time or full-time student. Specifically, **this bill:**

- 1) Authorizes the governing board of a school district overseeing an adult education program or the governing board of a community college district overseeing a noncredit program to authorize an adult student pursuing a high school diploma or a high school equivalency certificate, upon recommendation of the administrator of the student's adult school or noncredit program of attendance, to attend a community college during any session or term as a special part-time student.
- 2) Specifies that the community college district (pursuant to (1) above) shall be credited or reimbursed, provided that no school district has received reimbursement for the same instructional activity.
- 3) Specifies that a community college shall be credited with additional units of average daily attendance attributable to the attendance of adult learners at the community college as special part-time students.
- 4) Specifies that the intent of this measure is to facilitate streamlined enrollment in collocated credit courses on adult education and noncredit program sites and to help ensure a smoother transition from secondary education to college for adult high school equivalency students by providing them with greater exposure to the collegiate atmosphere.
- 5) Makes technical and clarifying changes to existing law.