



VCAEC Regular Meeting October 1, 2021

Virtual Meeting
Meeting from 1:00 pm - 3:00 pm

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives: Sean Abajian (P), Laurie Arnold (P), Robin Gillette (P), Kathy Greaves (P), Amber Henrey (A), Andrea McNeill, Admin Del. Fillmore (A), Cynthia Herrera (A) Holly Correa, Admin. Del. VCCCD (P), Alan Penner (P), Javier Ramirez (P), Mike Sanders (P), Carolyn Vang-Walker (P)

Guests: Mark Sheinberg, ACSA

MINUTES - Approved 11/12/2021

Meeting Called to order at 1:05 PM by Greg Hill Jr. with approval of Mike Sanders

OPENING PROCEDURES

- Welcome and introductions
- Roll Call

PUBLIC COMMENT

- public comment:
 - Mark Sheinberg ACSA Report:
 - Shortage of employees
 - AB130 did not impact adult schools.

VCAEC Norms were presented

- Create Space for Multiple Voices
- Give and Receive Grace
- Be Present
- Practice Active Listening
- Ask Questions
- Keep it “in the family”
- Respect Colleagues’ Time & Communicate Issues as they arise
- Be Open to Differences of Opinion and Ideas
- Adopt a “Yes, and” Mentality
- **Always, Always, Always Respond to Kathy**

GENERAL ANNOUNCEMENTS / UPDATES

- [WDB \(AJCC\) MOU](#) - Due early 2022
Carolyn shared that we should look at page 12 of the draft MOU regarding what services are being provided by adult schools and the chart at the end of the document. Once the MOU is finalized Your District Superintendent will sign.



CORRESPONDENCE / EVENTS CALENDAR

* Member agency deliverables

** Consortium deliverables

October 2021

- **Oct 26-28:** [CAEP Summit 2021 - hosted on the vFAIRS virtual platform \(Click to register\)](#)
- **Oct 31:** Student data due to TOPSPRO (Q1)*
- **Oct 31:** Employment and Earnings Follow-up Survey*

[VCAEC Monthly Board Meeting Schedule](#)

CONSENT AGENDA

- Approval of VCAEC Minutes, 9/10/2021
- Approval of Anthony Marengo, Administrative Delegate, VCOE

Motion 1

Motion to approve the consent agenda was made by Alan Penner | Second by Mike Sanders
Yes - all present | Opposed - None | Motion - Passed

DISCUSSION

See also agenda ([slideshow](#))

DISCUSSION

- 2021-2022 Member Agency [WorkPlans and Budgets](#)

DISCUSSION

- Three-Year Planning F2F Schedule (Doodle Poll)
 - Next Planning Meeting, October 22, 2021 (9:00 am -12:30 pm)
- Three-Year Planning
 - Discussion regarding Guidance Booklet and Template. All members should review the resource guide as we move forward with the Three-Year planning. Greg will send out one-page information sheets which should be reviewed prior to the next planning meeting on October 22nd.
 - [Three-year planning Infographic](#)
 - [Guidance](#)
 - [Template](#) -

Round Table discussion:

- Teacher shortage - what are the contributing factors ... COVID is one.
- Ojai - Difficulty recruiting students for Computer Literacy Program. Some options were suggested:
 - Distribute flyers at local churches, clubs, and other community organizations.
 - May want to consider changing the name from Computer Literacy to perhaps something like "Computer Talk", etc.
- Holly shared VCCCD is having an Employment Training panel discussion via zoom from 5-6:00 PM on October 19th. In addition, every Wednesday through December 15th, VCCCD is sponsoring "Workplace Wednesdays from 12-1:00 PM. This is free, hour-long coaching sessions to help employees in the workplace cope with issues that arise. It will be a motivational forum where people can talk about issues they are experiencing in the workplace.
- Sean inquired about AB1491 regarding Adult Education Carryover of funds. As of June 2nd, it appears



- to be “dead”.
- Sean has reached out to members about their hourly rate for adult education instructors. Sean will send the information he receives out to all members. Information should show minimum and maximum amounts for positions.
 - CalWorks application - Carolyn thanked those that entered their CalWorks data. It appears that CalWorks participants will probably get a little more than last year. Carolyn will send out information to all the appropriate CalWorks participants.

Motion 2

Motion to adjourn meeting made by Alan Penner | Seconded by Kathy Greaves

All present - Yes / Opposed - none / Motion passed

Meeting adjourned at 2:20 pm