

VCAEC Regular Meeting

Dec 5, 2025

1:00 PM - 3:00 PM



Location:

Ventura Adult & Continuing Education
5200 Valentine Rd, Ventura, CA 93003

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder(s): Isabella Cisneros, WestEd

Member Representatives: Sean Abajian (Consortium Chair), Scott McNutt (Consortium Co-Chair; Sean Bell, Admin Delegate, VACE), Eric Saavedra, Blanca Mendieta (Isaac Huang, Admin Delegate, Fillmore), Marty McGrady, Alex Mejia-Holdsworth, Stacy Cashman (Mark Sheinberg, Admin Delegate, Simi), Gina Ramírez (Miguel Magaña, Admin Delegate, Santa Paula), Jason Klinger, Cynthia Herrera (Brenda Acomb Forbes, Admin Delegate, VCCCD)

Guests: Jenny Cardona, CTE Coordinator at Oxnard Adult School; Chari Farias, School Counselor at Oxnard Adult School; Emanuel Perez, School Counselor at Oxnard Adult School

AGENDA **OPEN SESSION**

#	TOPIC	TIME
1	OPENING PROCEDURES <ul style="list-style-type: none"> Welcome, Roll-Call, and Introductions 	5 min
2	PUBLIC COMMENT	5 min
3	GENERAL ANNOUNCEMENTS / UPDATES <ul style="list-style-type: none"> Consortium Chair's Report ELL Healthcare Pathways Update Marketing Update <ul style="list-style-type: none"> Akkedis Contract Consortium Newsletter CAEP Reporting Deadlines 	20 min
4	CORRESPONDENCE / EVENTS CALENDAR <p>December 2025</p> <ul style="list-style-type: none"> Dec 31: 25/26 Member Expense Report certified by Consortia in NOVA (Q1) Dec 31: End of Q2 	10 min

#	TOPIC	TIME
	<p>January 2026</p> <ul style="list-style-type: none"> ● Jan 31: Student Data due in TOPSpro (Q2) ● Jan 31: Employment & Earnings Follow-Up Survey <p><i>* Consortium deliverable</i> Additional due dates may be found at https://caladulthood.org/DueDates</p> <p>Key Conferences</p> <ul style="list-style-type: none"> ● California Adult Education Administrators Association (CAEAA) Conference – Feb 11-13, The Westin San Diego Bayview ● California Council for Adult Education (CCAEE) State Conference – Apr 30-May 2, Sheraton San Diego Resort ● Comprehensive Adult Student Assessment Systems (CASAS) National Summer Institute – Jun 15-18, Hyatt Regency Orange County <p>Professional Development Opportunities</p> <ul style="list-style-type: none"> ● Outreach and Technical Assistance Network (OTAN) Webinars – Various online sessions <ul style="list-style-type: none"> ○ Dec-Jun – Canvas, accountability, proctoring ● Technology & Digital Learning Symposium, Mar 6-7, Monterey Adult School 	
5	<p>CONSENT AGENDA</p> <p>Motion 1</p> <ul style="list-style-type: none"> ● Motion to approve minutes from Sep 12, 2025 (S. Abajian, E. Saavedra, C. Herrera (B. Acomb Forbes), B. Mendieta (I. Huang), S. Cashman (M. Steinberg), G. Ramirez (M. Magana), J. Klinger) <p>Motion 2</p> <ul style="list-style-type: none"> ● Motion to approve minutes from Nov 7, 2025 (S. Abajian, S. McNutt (S. Bell), E. Saavedra, A. Mejia-Holdsworth, G. Ramirez (M. Magana), J. Klinger) <p>Motion 3</p> <ul style="list-style-type: none"> ● Motion to release \$35,000 of SICE's ELL Healthcare Pathways unspent funds to MUSD <p>Motion 4</p>	10 min

#	TOPIC	TIME
	<ul style="list-style-type: none"> Motion to release \$100,000 of consortium carryover funds to MUSD 	
6	DISCUSSION <ul style="list-style-type: none"> Fund Rebalancing Approach 	40 min
7	Round Table Discussion <ul style="list-style-type: none"> Agency Round-Robin: Announcements and support/guidance 	30 min <i>(3 min per member)</i>