

## VCAEC Regular Meeting

Jun 5, 2026

1:00 PM - 3:00 PM



**Location:**

Ventura Adult & Career 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), Blanca Mendieta (Isaac Huang, Admin Delegate, Fillmore), Marty McGrady, Alex Mejía-Holdsworth, Eric Saavedra (Jenny Cardona, Admin Delegate, Oxnard), Stacy Cashman (Mark Sheinberg, Admin Delegate, Simi Valley), Gina Ramírez (Miguel Magaña, Admin Delegate, Santa Paula), Jason Klinger, Cynthia Herrera (Brenda Acomb Forbes, Admin Delegate, VCCCD)

**Guests:** Chari Farías, Counseling Dept Lead, Oxnard Adult School; Betty Ortiz, Dual Enrollment Coordinator, Oxnard College; Jeffrey Madrigal, Principal, Santa Paula Unified School District; Monica Garcia, Dean of Student Learning, Moorpark College

### AGENDA OPEN SESSION

#	TOPIC	TIME
1	<b>OPENING PROCEDURES</b> <ul style="list-style-type: none"> <li>Welcome, Roll-Call, and Introductions</li> </ul>	5 min
2	<b>PUBLIC COMMENT</b>	5 min
3	<b>GUEST SPEAKER</b> <ul style="list-style-type: none"> <li>Sabrina Ashjian, Esq. Vice Chair, Los Angeles Regional Water Quality Control Board</li> </ul>	20 min
4	<b>GENERAL ANNOUNCEMENTS / UPDATES</b> <ul style="list-style-type: none"> <li>Consortium Chair's Report</li> <li>Marketing Activities Updates</li> <li>2026-27 Board Meeting Calendar</li> <li>CAEP Reporting Deadlines</li> <li>ELL Healthcare Round Three</li> </ul>	20 min

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5	<p><b>CORRESPONDENCE / EVENTS CALENDAR</b></p> <p><b>June 2026</b></p> <ul style="list-style-type: none"> <li>● <b>Jun 1:</b> 25/26 Member Expense Report due in NOVA (Q3)</li> <li>● <b>Jun 15:</b> 2026-27 Course Approvals are due to the California Department of Education (CDE)</li> <li>● <b>Jun 30:</b> 25/26 Member Expense Report certified by Consortia in NOVA (Q3) *</li> <li>● <b>Jun 30:</b> End of Q4</li> </ul> <p><b>July 2026</b></p> <ul style="list-style-type: none"> <li>● <b>Jul 15:</b> Student Data due in TOPSpro (Q4) FINAL</li> </ul> <p><b>August 2026</b></p> <ul style="list-style-type: none"> <li>● <b>Aug 15:</b> Annual Plan for 2026-27 due in NOVA *</li> </ul> <p><i>* Consortium deliverable</i> Additional due dates may be found at <a href="https://caladulted.org/DueDates">https://caladulted.org/DueDates</a></p> <p><b>Key Conferences</b></p> <ul style="list-style-type: none"> <li>● Comprehensive Adult Student Assessment Systems (CASAS) National Summer Institute – <b>Jun 15-18</b>, Hyatt Regency Orange County</li> <li>● 2026 ELL Healthcare Pathways Convening – <b>Sep 17</b>, Hilton Irvine/Orange County Airport</li> </ul> <p><b>Professional Development Opportunities</b></p> <p>A schedule of upcoming training sessions and webinars is available at <a href="http://caadultedtraining.org">caadultedtraining.org</a>.</p>	5 min
6	<p><b>CONSENT AGENDA</b></p> <ul style="list-style-type: none"> <li>● Motion to approve agenda</li> <li>● Motion to approve minutes from <b>May 1, 2026</b> (J. Klinger, B. Mendieta (I. Huang), S. Abajian, E. Saavedra (J. Cardona), G. Ramírez (M. Magaña), S. Cashman (M. Steinberg), S. McNutt (S. Bell), C. Herrera (B. Acomb Forbes), A. Mejia-Holdsworth)</li> <li>● Motion to approve minutes from <b>May 15, 2026</b> (J. Klinger, B. Mendieta (I. Huang), S. Abajian, E. Saavedra (J.</li> </ul>	25 min

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	<p>Cardona), G. Ramírez (M. Magaña), S. Cashman (M. Steinberg), S. McNutt (S. Bell), A. Mejía-Holdsworth)</p> <ul style="list-style-type: none"> <li>Motion to reduce consortium allocation by 0.47% points and increase Moorpark’s ongoing allocation by 0.47% points for fund rebalance</li> </ul> <table border="1"> <thead> <tr> <th>Member Agency</th> <th>Yes</th> <th>No</th> <th>Abstain</th> </tr> </thead> <tbody> <tr><td>Conejo Valley Adult Education</td><td></td><td></td><td></td></tr> <tr><td>Fillmore Adult School</td><td></td><td></td><td></td></tr> <tr><td>Moorpark Adult School</td><td></td><td></td><td></td></tr> <tr><td>Ojai Adult School</td><td></td><td></td><td></td></tr> <tr><td>Oxnard Adult School</td><td></td><td></td><td></td></tr> <tr><td>Santa Paula Adult Education</td><td></td><td></td><td></td></tr> <tr><td>Simi Institute for Careers &amp; Education</td><td></td><td></td><td></td></tr> <tr><td>Ventura Adult &amp; Career Education</td><td></td><td></td><td></td></tr> <tr><td>VC Community College District</td><td></td><td></td><td></td></tr> <tr><td>Ventura County Office of Education</td><td></td><td></td><td></td></tr> </tbody> </table> <ul style="list-style-type: none"> <li>Motion to approve allocation of ELL Healthcare Pathways Grant Round Three funds</li> </ul> <table border="1"> <thead> <tr> <th>Member Agency</th> <th>Yes</th> <th>No</th> <th>Abstain</th> </tr> </thead> <tbody> <tr><td>Conejo Valley Adult Education</td><td></td><td></td><td></td></tr> <tr><td>Fillmore Adult School</td><td></td><td></td><td></td></tr> <tr><td>Moorpark Adult School</td><td></td><td></td><td></td></tr> <tr><td>Ojai Adult School</td><td></td><td></td><td></td></tr> <tr><td>Oxnard Adult School</td><td></td><td></td><td></td></tr> <tr><td>Santa Paula Adult Education</td><td></td><td></td><td></td></tr> </tbody> </table>	Member Agency	Yes	No	Abstain	Conejo Valley Adult Education				Fillmore Adult School				Moorpark Adult School				Ojai Adult School				Oxnard Adult School				Santa Paula Adult Education				Simi Institute for Careers & Education				Ventura Adult & Career Education				VC Community College District				Ventura County Office of Education				Member Agency	Yes	No	Abstain	Conejo Valley Adult Education				Fillmore Adult School				Moorpark Adult School				Ojai Adult School				Oxnard Adult School				Santa Paula Adult Education				
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<b>7</b>	<p><b>DISCUSSION</b></p> <ul style="list-style-type: none"> <li>WestEd Contract</li> </ul>	20 min																
<b>8</b>	<p><b>Round Table Discussion</b></p> <ul style="list-style-type: none"> <li>2025-26 Program Year Highlights</li> <li>Agency Round-Robin: Announcements and support/guidance</li> </ul>	20 min <i>(2 min per member)</i>																