

VCAEC Regular Meeting

Oct 2, 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), Shayna Ledesma, Alex Mejía-Holdsworth, Eric Saavedra (Jenny Cardona, Admin Delegate, Oxnard), Steven Radford (Mark Sheinberg, Admin Delegate, Simi Valley), Jeffrey Madrigal (Miguel Magaña, Admin Delegate, Santa Paula), Michele Arso, Cynthia Herrera (Brenda Acomb Forbes, Admin Delegate, VCCCD)

Guests: Laura Cifuentes, Program Coordinator, Conejo Valley Adult Education; Monica Garcia, Dean of Student Learning, Moorpark College; Tim Fontenette, Dean of Career Education, Oxnard College; Mostafa Ghous, Vice President of Student Support, Moorpark College; Victor Hayek, Deputy Superintendent of Business Services, Conejo Valley Unified School District; Vania Edgerly, CTE Medical Coordinator, Conejo Valley Adult Education

AGENDA **OPEN SESSION**

#	TOPIC	TIME
1	OPENING PROCEDURES Welcome, Roll-Call, and Introductions	5 min
2	PUBLIC COMMENT	5 min
3	GUEST SPEAKER Nathaniel Bradley, 5 Mile Media	15 min
4	GENERAL ANNOUNCEMENTS / UPDATES - Consortium Chair's Report - Workforce Development Board Reps Update - CalWORKS - Marketing Activities Updates - College & University Healthcare Education Consortium (CAUHEC) - Student Survey Schedule - Review of Brown Act Participation Requirements	25 min

#	TOPIC	TIME
	CAEP Reporting Deadlines	
5	CORRESPONDENCE / EVENTS CALENDAR October 2026 Oct 30: 26/27 Member Program Year Budget & Workplan certified by Consortia in NOVA * Oct 31: Student data due in TOPSpro (Q1) Oct 31: Employment and Earnings Follow-up Survey November 2026 Nov 14: Written Expenditure Plan (WEP) * <i>Only for consortia who have exceeded 20% carryover.</i> December 2026 Dec 1: 26/27 Member Expense Report Due in NOVA (Q1) Dec 1: July 1, 2025 to June 30, 2026 Instructional Hours & Expenses by Program Area due (actuals) in NOVA & Certified by Consortium * Dec 31: 26/27 Member Expense Report certified by Consortia in NOVA (Q1) Dec 31: End of Q2 * Consortium deliverable Additional due dates may be found at https://caladulthood.org/DueDates Key Conferences - California Community College Association for Occupational Education (CCCAOE) Fall Conference — Oct 13-16, Omni Rancho Las Palmas Resort - California Adult Education Program (CAEP) Summit — Oct 27-30, Santa Clara Convention Center - California Council for Adult Education (CCAE) State Conference — May 13-14, SAFE Credit Union Sacramento - Comprehensive Adult Student Assessment Systems (CASAS) National Summer Institute 2027 – Jun 14-17, Hyatt Regency Orange County Professional Development Opportunities A schedule of upcoming training sessions and webinars is available at caadulthoodtraining.org.	5 min

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6	CONSENT AGENDA - Motion to approve agenda - Motion to approve minutes from Jul 30, 2026 (B. Mendieta (I. Huang), S. Abajian, J. Madrigal (M. Magaña), S. Radford (M. Sheinberg), S. McNutt (S. Bell), C. Herrera (B. Acomb Forbes), S. Ledesma) - Motion to approve minutes from Aug 7, 2026 (S. Abajian, E. Saavedra (J. Cardona), J. Madrigal (M. Magaña), S. Radford (M. Sheinberg), S. McNutt (S. Bell), A. Mejía-Holdsworth) - Motion to approve minutes from Sep 4, 2026 (B. Mendieta (I. Huang), S. Abajian, E. Saavedra (J. Cardona), A. Mejía-Holdsworth, S. Radford (M. Sheinberg), S. McNutt (S. Bell), S. Ledesma) <table><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 & Education</td><td></td><td></td><td></td></tr><tr><td>Ventura Adult & 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> Motion 1 - Motion to approve Conejo Valley Adult Education’s proposed new Medical CTE program 	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				15 min
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7	DISCUSSION - Consortium-Paid Memberships in Adult Education Organizations - WIOA Title II Grant Application	20 min																																												
8	ROUND TABLE DISCUSSION - Agency Round-Robin: Announcements and support/guidance Motion 2 - Motion to adjourn <table><tr><th>Member Agency</th><th>Yes</th><th>No</th><th>Abstain</th></tr><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></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				30 min (3 min per member)																
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Reunión Regular de VCAEC

Oct 2, 2026

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Ubicación:

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

Participantes:

Facilitador: Greg Hill Jr., WestEd

Registrador(a): Isabella Cisneros, WestEd

Representantes de las Agencias Miembro: Sean Abajian (Presidente del Consorcio), Scott McNutt (Copresidente del Consorcio; Sean Bell, Delegado Administrativo, VACE), Blanca Mendieta (Isaac Huang, Delegado Administrativo, Fillmore), Shayna Ledesma, Alex Mejía-Holdsworth, Eric Saavedra (Jenny Cardona, Delegada Administrativa, Oxnard), Steven Radford (Mark Sheinberg, Delegado Administrativo, Simi Valley), Jeffrey Madrigal (Miguel Magaña, Delegado Administrativo, Santa Paula), Michele Arso, Cynthia Herrera (Brenda Acomb Forbes, Delegada Administrativa, VCCCD)

Invitados: Laura Cifuentes, Coordinadora de Programa, Conejo Valley Adult Education; Monica Garcia, Decana de Aprendizaje Estudiantil, Moorpark College; Tim Fontenette, Decano de Educación Profesional, Oxnard College; Mostafa Ghous, Vicepresidente de Apoyo Estudiantil, Moorpark College; Victor Hayek, Superintendente Adjunto de Servicios Empresariales, Conejo Valley Unified School District; Vania Edgerly, Coordinadora de CTE Médico, Conejo Valley Adult Education

AGENDA **SESIÓN ABIERTA**

#	TEMA	TIEMPO
1	PROCEDIMIENTOS DE APERTURA Bienvenida, Pase de Lista e Introducciones	5 min
2	COMENTARIO PÚBLICO	5 min
3	PONENTE INVITADO Nathaniel Bradley, 5 Mile Media	15 min
4	ANUNCIOS GENERALES / ACTUALIZACIONES - Informe del Presidente del Consorcio - Actualización de Representantes de la Junta de Desarrollo Laboral - CalWORKS - Actualizaciones de Actividades de Mercadeo - College & University Healthcare Education Consortium (CAUHEC)	25 min

#	TEMA	TIEMPO
	• Calendario de Encuesta Estudiantil • Revisión de Actualizaciones de la Ley Brown (Brown Act) • Fechas Límite de Informes de CAEP	
5	CORRESPONDENCIA / CALENDARIO DE EVENTOS Octubre 2026 • 30 de oct: Presupuesto y Plan de Trabajo del Año del Programa del Miembro 26/27 certificado por los Consorcios en NOVA * • 31 de oct: Datos estudiantiles en TOPSpro (T1) • 31 de oct: Encuesta de Seguimiento de Empleo e Ingresos Noviembre 2026 • 14 de nov: Plan de Gastos Escrito (WEP, por sus siglas en inglés) * Solo para consorcios que hayan excedido el 20% de remanente. Diciembre 2026 • 1 de dic: Informe de Gastos del Miembro 26/27 en NOVA (T1) • 1 de dic: Horas de Instrucción y Gastos por Área de Programa del 1 de julio de 2025 al 30 de junio de 2026 (cifras reales) en NOVA y son certificados por el Consorcio * • 31 de dic: Informe de Gastos del Miembro 26/27 certificado por los Consorcios en NOVA (T1) * • 31 de dic: Fin del T2 * Entregable del Consorcio Fechas adicionales pueden encontrarse en https://caladulted.org/DueDates Conferencias Clave • Conferencia de Otoño de la Asociación de Colegios Comunitarios de California para Educación Ocupacional (CCCAOE) — 13-16 de oct, Omni Rancho Las Palmas Resort • Cumbre del Programa de Educación para Adultos de California (CAEP) — 27-30 de oct, Santa Clara Convention Center • Conferencia Estatal del Consejo de California para la Educación de Adultos (CCAEE) — 13-14 de may, SAFE Credit Union Sacramento • Instituto Nacional de Verano 2027 de Sistemas Integrales de Evaluación del Estudiante Adulto (CASAS) – 14-17 de jun, Hyatt Regency Orange County Oportunidades de Desarrollo Profesional	5 min

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	Un calendario de próximas sesiones de capacitación y seminarios web está disponible en caadulthoodtraining.org .																																													
6	AGENDA DE CONSENTIMIENTO - Moción para aprobar la agenda - Moción para aprobar las actas del Jul 30, 2026 (B. Mendieta (I. Huang), S. Abajian, J. Madrigal (M. Magaña), S. Radford (M. Sheinberg), S. McNutt (S. Bell), C. Herrera (B. Acomb Forbes), S. Ledesma) - Moción para aprobar las actas del Aug 7, 2026 (S. Abajian, E. Saavedra (J. Cardona), J. Madrigal (M. Magaña), S. Radford (M. Sheinberg), S. McNutt (S. Bell), A. Mejía-Holdsworth) - Moción para aprobar las actas del Sep 4, 2026 (B. Mendieta (I. Huang), S. Abajian, E. Saavedra (J. Cardona), A. Mejía-Holdsworth, S. Radford (M. Sheinberg), S. McNutt (S. Bell), S. Ledesma) <table><tr><th>Agencia Miembro</th><th>Sí</th><th>No</th><th>Abstención</th></tr><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 & Education</td><td></td><td></td><td></td></tr><tr><td>Ventura Adult & 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></table>	Agencia Miembro	Sí	No	Abstención	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				15 min
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Moción 1

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	Moción para aprobar el nuevo programa de CTE Médico propuesto por Conejo Valley Adult Education  <table><thead><tr><th>Agencia Miembro</th><th>Sí</th><th>No</th><th>Abstención</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 & Education</td><td></td><td></td><td></td></tr><tr><td>Ventura Adult & 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>	Agencia Miembro	Sí	No	Abstención	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				
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7	DISCUSIÓN - Membresías Pagadas por el Consorcio en Organizaciones de Educación para Adultos - Solicitud de la Subvencion WIOA Titulo II	20 min																																												
8	MESA REDONDA - Ronda de Agencias: Anuncios y apoyo/orientación Moción 2 - Moción para levantar la sesión <table><thead><tr><th>Agencia Miembro</th><th>Sí</th><th>No</th><th>Abstención</th></tr></thead><tbody><tr><td>Conejo Valley Adult Education</td><td></td><td></td><td></td></tr></tbody></table>	Agencia Miembro	Sí	No	Abstención	Conejo Valley Adult Education				30 min (3 min por miembro)																																				
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