



**VCAEC Regular Meeting
Minutes**

June 3, 2022

*Meeting held at Moorpark Adult School
Meeting from 1:00 pm - 3:00 pm*

Participants:

Facilitator: Greg Hill, Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives:

Sean Abajian **P**; Michele Arso **P** (Leticia Carabajal, Admin Del. Oxnard); Laurie Arnold **P** (Marty McGrady, Admin Del. VCOE N/A); Robin Gillette **A**; Amber Henrey **A** (Andrea McNeill, Admin Del. Fillmore **A**); Cynthia Herrera **A**; Alex Mejia-Holdsworth; **P**; Alan Penner **P**; Mike Sanders **P** (Diana Batista, Admin. Del. Conejo N/A); Carolyn Vang-Walker **P**

Guest: Mark Sheinberg

Meeting Called to order at 1:19 PM by Greg Hill, Jr. with the approval of Carolyn Vang-Walker, VCAEC Vice-Chair

OPENING PROCEDURES

- Welcome

PUBLIC COMMENT -

- Mark Sheinberg, ACSA - [AB1491](#) is coming up - appears to be recommending a 20 % carryover of CAEP funds
 - Alan Penner shared that the Bill is expecting the consortium to do whatever they do to help those that have excess carryover. Lots of room for interpretation. We should advocate for maybe a regional carryover based on the geographic area.
 - The FIFO allows tracking carryover, so it should not be an issue.

GENERAL ANNOUNCEMENTS / UPDATES

- WDB share-out - Carolyn
 - WDB is looking at software so that you can drill down for meaningful data. Will go to the executive committee and once it is approved we will be able to use it. All minutes and agendas for WDB are online and anyone can tap into them.
- [CAEP Summit 2022 Call for Proposals Open Now!](#)

UPDATED INFORMATION:

- Leticia Carabajal will be the new Principal for Oxnard Adult School starting 7/1/2022

CONSENT AGENDA

- Approval of VCAEC Minutes, 5/6/2022

Motion 1



Motion to approve the Consent Agenda

Motion by Sean Abajian; Second by Michele Arso

All present - Yes | Opposed - none | passed motion

Note: R. Gillette; A. Henrey, and C.Herrera were not available for this vote

DISCUSSION

See also agenda ([slideshow](#))

- **2022-2023 VCAEC Meeting Schedule.** Aug. 5 at Ojai, backup is VACE
- **[Review of NOVA Q3 Expenditures.](#)** It was noted that 3 agencies did corrective action regarding expenditures.
- **Surveys / FG Update.** Several students from VACE and SICE participated in focus groups and expressed positive feelings about their adult school experiences. FGs will continue this fall to ensure smaller schools are represented. More updates as they become available.
- **Digital Upskilling Focus Group / Discussion.** Two instructors from VACE went to the first FG and SICE also had two instructors attend the second FG.
- **Three-Year Plan Review.** Discussed draft 3-year plan. Member agencies provided feedback and revisions. Greg will implement and share the final draft for final feedback/review in the coming days. Once ready, VCAEC will share the draft with partners for review and feedback prior to submission.
- **Annual Plan Template and Timeline.** The annual plan deadline is September 14th. The template has yet to be released.

ROUND TABLE / OPEN DISCUSSION

- No additional discussion

Motion 2

Motion to adjourn meeting by Michele Arso

Seconded by Alex Mejia-Holdsworth

All present -Yes | Oppose - no | Motion passed

Note: R.Gillette, A.Henrey, C.Herrera, and M.Sanders were not present for this vote.

The meeting adjourned at 3:15 PM

Greg will finalize 3-year plan based on member feedback

Members will review the 3-year plan metrics for their agencies and make changes as needed

VCAEC



- When ready, VCAEC will share the draft plan to partner agencies for review/feedback
- Greg will prepare survey results for agencies