



Ventura County Adult Education Consortium
Regular Meeting
 Friday, February 3, 2017
 Lunch: 12:30 – 1:00 PM
 VCAEC Meeting 1:00 - 3:00 PM

Location

Ojai Unified School District, Adult School
 Board Room
 414 East Ojai Ave.
 Ojai, CA 93023

Conference Call Instructions

Telephone conference line: 1-877-413-2826
Participant Passcode: 415 615 3362
 *6 - Mute/unmute your line

Please Note: Conference line will be closed 15 minutes after meeting starts if no members are on the line.

Participants

Facilitator: Greg Hill, Jr., WestEd

Recorder: Kathy Walker, VCAEC

Member Representatives: Michele Arso, Becky Beckett, Pamela Castleman, Holly Correa, Stefan Cvijanovich, Frida Friend, Tammy Herzog, Mike Sanders (Chairperson), Carolyn Vang-Walker

Invited Guests: Tom Chan, invited by S.Cvijanovich

AGENDA
OPEN SESSION

This session is open to Member Representatives and invited guests.

#	Topic	Time
1	OPENING PROCEDURES <ul style="list-style-type: none"> ● Roll Call ● Agenda review and approval ● Call for open discussion topics 	10 Min
2	APPROVAL OF MINUTES <ul style="list-style-type: none"> ● Approval of minutes from 1/13/17 Meeting 	5 min
3	CONSENT ITEMS <ul style="list-style-type: none"> ● Budget revision for Fillmore - 2015-2016 and 2016-2017 <ul style="list-style-type: none"> ○ <i>Rationale (2015-2016): FUSD expended the funds to purchase equipment, including student use laptops and visual display devices (Smart Boards) and consultants to support the implementation of this new school. Classes started later than anticipated with the original budget submission.</i> ○ <i>Rationale (2016-2017): Budget estimates have been revised to reflect year-to-date actual staffing and projected salary costs through year end.</i> ● Budget revision for VCOE - 2015-2016 <ul style="list-style-type: none"> ○ <i>Rationale: Budget estimates have been revised to reflect year-to-date actual staffing and projected salary and other costs through year end.</i> ● No-cost extension of WestEd Contract 	20 min

4	CORRESPONDENCE / EVENTS CALENDAR <ul style="list-style-type: none"> ● January 31, 2017 - Expenditure and progress report ending 12/31/16 submitted to the state ● Feb. 20, 2017 - Data and Accountability Plan and Budget due (Extended from Dec. 20, 2016) ● March 3, 2017 - Next VCAEC Meeting - Location: VACE, 5200 Valentine Rd., Ventura 	5 min
	Reports of Activities / Discussion <ul style="list-style-type: none"> ● Workforce Development Plan Review / Feedback ● Changes in Member Representation ● AEBG Regional Trainings (Data & Accountability) ● TOPSpro/CASAS - data input (Tammy Herzog) 	25 min
5	OPEN DISCUSSION	10 min

Meeting Adjourned to Closed Session:

CLOSED SESSION

This session is open to Member Representatives.

#	Topic	Time
1	GENERAL ADMINISTRATION <ul style="list-style-type: none"> ● Travel/Reimbursement Status 	
2	REPORTS OF ACTIVITIES / DISCUSSION <ul style="list-style-type: none"> ● Data & Accountability / Year Three Planning 	

Meeting Adjourned:

VENTURA COUNTY ADULT EDUCATION CONSORTIUM STATEMENT OF PURPOSE

To provide grant funds to regional consortium to create and implement a plan to better provide adults in its region with all of the following:

- Elementary and secondary basic skills, including classes required for a high school diploma or high school equivalency certificate
- Classes and courses for immigrants eligible for education services in citizenship and English as a second language and workforce preparation classes in basic skills
- Programs for adults, including, but not limited to, older adults, that are primarily related to entry or reentry into the workforce
- Programs for adults, including, but not limited to, older adults to develop knowledge and skills to assist elementary and secondary children to succeed academically in school.
- Education programs for adults with disabilities
- Short-term career technical education programs with high employment potential
- Programs for apprentices (internship)