

**VCAEC Regular Meeting
January 13, 2023**

Location:

Zoom: <https://wested.zoom.us/j/93272536751>

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives: Sean Abajian, Leticia Carabajal (Ramona Villavicencio, Admin Delegate for Oxnard), Robin Gillette, Amber Henrey (Cynthia Frutos, Admin. Delegate, Fillmore), Cynthia Herrera, Laurie Lary (Marty McGrady, Admin. Delegate for VCOE), Alex Mejia-Holdsworth, Alan Penner, Mike Sanders, Chairperson, Carolyn Vang-Walker, Co-Chair (Sean Bell, Admin Delegate, VACE)

Guests: Mark Sheinberg, Antonio Apodaca, Ventura County Library, Mara Neuron, Camarillo Library

**AGENDA
OPEN SESSION**

#	TOPIC	TIME
1	OPENING PROCEDURE <ul style="list-style-type: none"> Welcome Roll Call 	5 min
2	ACTION ITEM <ul style="list-style-type: none"> Teleconferenced Meetings Pursuant to AB361 - Continue Virtual meeting or meet face-to-face? (Note: State Emergency is due to end February 2023) 	5 min
3	PUBLIC COMMENT	5 min
4	Guest Speaker: UniteUS - Jill Shaffer	20 min
5	GENERAL ANNOUNCEMENTS / UPDATES <ul style="list-style-type: none"> WDB - Carolyn Vang-Walker Ventura County Transit - Sean Abajian AB1491 & VCAEC Carryover By-Law Revision - no new information at this time SICE and VACE's Capital Outlay requests approved by the CDE/CAEP office with no further information requested <ul style="list-style-type: none"> Fillmore's request to purchase 4 module buildings (\$450,000)** Moorpark's request to purchase bike racks (\$20,885)** CTE Program Requirements (for new programs) Digital Upskilling Update - Laurie Lary 	20 min

#	TOPIC	TIME
BREAK ~5 min		
6	<p>CORRESPONDENCE / EVENTS CALENDAR</p> <p><i>* Member agency deliverables</i> <i>** Consortium deliverables</i></p> <ul style="list-style-type: none"> ● 2022-2023 VCAEC Meeting Schedule <p>January 2023</p> <ul style="list-style-type: none"> ● Jan 31: Student Data due in TOPSPPro (Q2)* ● Jan 31: Employment and Earnings Follow-up Survey* <p>February 2023</p> <ul style="list-style-type: none"> ● Feb 28: Preliminary allocations for 2022-23 and 2023-24 released by this date. <p>March 2023</p> <ul style="list-style-type: none"> ● Mar 1: 20/21 and 21/22 and 22/23 Member expense report is due in NOVA. (Q2)* ● Mar 31: 20/21 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2) * ● Mar 31: End of Q3 	5 min
7	<p>CONSENT AGENDA</p> <ul style="list-style-type: none"> ● Approval of VCAEC Minutes, 12/2/2022 ● New Program in Ojai <ul style="list-style-type: none"> ○ Life and Career Planning Class 	5 min
8	<p>DISCUSSION</p> <ul style="list-style-type: none"> ● Marketing Information - Alan Penner and AnnMarie Espinoza ● LAO Funding Model Proposal ● Teacher Credentialing Requirements <ul style="list-style-type: none"> ○ Reference <ul style="list-style-type: none"> ■ CAEP Office Initial response ■ Follow-Up CAEP response (also includes information from VCOE) ■ VCOE AE Credentialing Information ■ California Commission on Teacher Credentialing 2016 ● Preparing for Annual Plan Check-up ● Coordinated PD* ● Transition Specialist* <p>*Requested by Leticia Carbajal</p>	40 min

#	TOPIC	TIME
9	ROUND TABLE / OPEN DISCUSSION <ul style="list-style-type: none"> • Call for topics 	10 min

VISION

The vision of the VCAEC is to create a collaborative, seamless, integrated student pathway system that is supportive, equitable, and responsive to community needs.

MISSION

Its mission is to deliver essential programs and services in adult basic and secondary education, English Language learning, and career education and training to help adult learners cultivate the skills they need to live, work, and thrive.

VCAEC NORMS

- Create Space for Multiple Voices
- Give and Receive Grace
- Be Present
- Practice Active Listening
- Ask Questions
- Keep it “in the family”
- Respect Colleagues’ Time & Communicate Issues as they arise
- Be Open to Differences of Opinion and Ideas
- Adopt a “Yes, and” Mentality
- Always, Always, Always Respond to Kathy**