

VCAEC Regular Meeting
6/2/2023

Location:

Fillmore District Office, Meeting Room
627 Sespe Avenue, Fillmore

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	PUBLIC COMMENT	5 min
3	GENERAL ANNOUNCEMENTS / UPDATES <ul style="list-style-type: none"> WDB - Carolyn Vang-Walker Digital Upskilling Update - Laurie Lary 	15 min
4	DISCUSSION <ul style="list-style-type: none"> One-time Funding Proposals <ul style="list-style-type: none"> Moorpark (\$178,600) - Sean Abajian Oxnard Adult School (\$2,115.83) - Leticia Carabajal 	15 min
5	CORRESPONDENCE / EVENTS CALENDAR June 2023 <ul style="list-style-type: none"> Jun 12-15: CASAS 2023 National Summer Institute (Consortium reimbursement of up to two people per agency) Registration CAEP Summit Proposal submission deadline: June 30, 2023. Applicants will be notified by: August 4, 2023. Jun 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3) ** Jun 30: End of Q4 July 2023 <ul style="list-style-type: none"> Jul 15: Student Data due in TOPSPro (Q4) FINAL August 2023 <ul style="list-style-type: none"> Aug 15: Annual Plan for 2023-24 due in NOVA * 	5 min

	<p>September 2023</p> <ul style="list-style-type: none"> ● Sep 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q4) Note: Once Q4 is certified you will no longer be able to make any changes to this report. ● Sep 1: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (estimates only) in NOVA * ● Sep 1: 22/23 Certification of Allocation Amendment due in NOVA ● Sep 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) * ● Sep 30: 22/23 Member Program Year Budget and Work Plan due in NOVA ● Sep 30: End of Q1 	
<p>6</p>	<p>CONSENT AGENDA</p> <ul style="list-style-type: none"> ● Approval of VCAEC Minutes, 3/31/2023 (Members present: S. Abajian, L. Carabajal, R. Gillette, A. Henrey, A. Mejia-Holdsworth, M. Sanders, C. Vang-Walker) ● Approval of VCAEC Minutes, 5/5/2023 (Members present: S. Abajian, L. Carabajal, A. Mejia-Holdsworth, A. Penner, M. Sanders, C. Vang-Walker) ● Approval of Oxnard Adult School New CTE Paraeducator Program - Leticia Carabajal 	<p>10 min</p>
<p>BREAK ~5 min</p>		
<p>7</p>	<p>DISCUSSION</p> <ul style="list-style-type: none"> ● Review of NOVA Q3 Expenditure Reports ● 2023-2024 Annual Plan ● Seeking approval for Capital Outlay expenditure - Fillmore Adult School <ul style="list-style-type: none"> ○ Addition of 4 modular building (approx. cost \$729,260) <ul style="list-style-type: none"> ■ They are working with their architects to get plans submitted to DSA so that they can install 4 relocatable classrooms. Their goal to is have the plans submitted, and to order the classrooms (they have pre-approved models) prior to June 30. ● Marketing - Akkedis Marketing Booklet by Akkedis Full Capacity Marketing ● Brown Act Guidelines for Teleconferencing <ul style="list-style-type: none"> ○ CA State Legislative Brown Act info. ○ AB2449 info. ● Set VCAEC Meeting Schedule for 2023-2024 	<p>50 min</p>
<p>8</p>	<p>ROUND TABLE / OPEN DISCUSSION</p>	<p>10 min</p>