



**VCAEC Regular Meeting
May 8, 2020**

Virtual Meeting
Meeting from 1:00-3:00pm

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives: Laurel Arnold (a), Michele Arso (p), Shayna Ledesma, Admin. Delegate SIMI (na), Becky Beckett (p), Larry Buckley (a), Holly Correa, Admin Delegate VCCCD (p) Stefan Cvijanovich (p), Robin Gillette (p), Kathy Greaves (p), Alan Penner (p), Mike Sanders (Chairperson) (p), Carolyn Vang-Walker (Acting Chair in absence of Chair) (p)

GUEST: Tom Chan, Fillmore, (Becky Beckett entered at 1:48)

MINUTES - approved 6/12/2020

Meeting Called to order at 1:06 pm by Greg Hill Jr. with permission from Mike Sanders

OPENING PROCEDURES

- Welcome to zoom meeting

PUBLIC COMMENTS

- No public comments

CONSENT AGENDA

- Approval of Revised Minutes, 4/3/2020

Motion 1

Motion to approve the Consent Agenda made by Mike Sanders, seconded by Alan Penner
All present -yes; opposed -none; Motion passed

ANNOUNCEMENTS & UPDATES

- **CASAS Summer Institute.** CASAS Summer institute has been canceled due to concerns over COVID-19. Emails have been sent to registrants notifying them of the cancellation.
- **Remote Testing.** CASAS is currently in the process of exploring ways to administer tests virtually. Approaches and guidance may be found here:
<https://www.casas.org/product-overviews/remote-testing>
- **Project Management / Collaboration Platform.** GH/KW shared the results of investigations of Slack and Microsoft Teams for collaboration and resource sharing. Consortium resolved not to adopt any platform at this time.

DISCUSSION

- **CAEP Funding.** Concerns were expressed by members about the State's \$55 billion deficit and how that will impact funding for adult education. Possible reductions in CAEP funds and delays were discussed. Additional information will be available in the May Revision to the Governor's Budget scheduled for release in the coming weeks.
- **VCAEC Letter to Legislators.** Members would like letter to legislators to include information regarding value-add of adult education following COVID-19 pandemic. Additionally, member representatives would like signatures and logos added to VCAEC letter. Admin team will update the letter, and Kathy will reach out to members to obtain digital signatures and logos.
- **Student Resources Dashboard / Map.** Greg shared dashboard showing locations and information regarding access to community resources. Members were asked to review source data and provide updates.
- **Job Development funds.** Discussion of reallocation of job development funds. Mike noted that requests for use of these funds should be proportional to the amount of time previously allocated to each agency (exceptions would include agencies that had not made use of job developer services, such as Fillmore). Kathy will distribute proposal forms to members. Members are requested to include the amount of time needed and the estimated hourly rate. Members are requested to return the form within the next two weeks.
- **Professional Development.** Discussion of professional development opportunities particularly for ESL and CTE faculty. Due to the quarantine order, PD activities would need to be virtual, which could expedite convening. Likewise, having faculty come together to share and discuss current approaches and lessons learned could be valuable in its own right.
- **Impact of COVID-19 Pandemic on Current / Future Plans.** General discussion among members around how agencies were responding to the pandemic and prospective impact on programs moving forward. Members shared information regarding campus closures and available services. Michele shared that SIMI is continuing to administer HSD assessments on campus and that members may reach out to find openings for their students if needed. Many members indicated they intended to provide summer courses using online / distance models. There remains a lack of clarity around when campuses will reopen, though some districts are beginning those conversations.
- **Meeting Schedule 2020-2021.** Brief discussion of meeting schedule for next academic year. Kathy will share spreadsheet with members who will identify occasions when they can host.

Report of Closed Session Action:

Motion 1

Motion by Mike Sanders and seconded by Carolyn Vang-Walker to renew WestEd Contract for 2020-2021.

Yes: Mike Sanders, Michele Arso, Becky Beckett, Alan Penner, Stefan Cvijanovich, Kathy Greaves., Robin Correa, Carolyn Vang-Walker.

- ☐ Admin team will update VCAEC funding letter
- ☐ Kathy will reach out to members for signatures and logos as needed
- ☐ Members will review and update resources information
- ☐ Members seeking access to professional development funds will complete proposal form and send to Kathy in the next two weeks. Agencies that will not be seeking funds are asked to communicate this as well.
- ☐ Kathy will share calendar / form for next year's meeting schedule

Holly abstained as she needed to get voting permission from VCCCD
Lauri Arnold was absent
Motion passed 8-yes; 1-abstained; 1 absent.

Discussion of annual plan moved to next meeting.

Motion 2

Motion to adjourn by Mike Sanders and seconded by Michele Arso.
All present- yes; opposed none

Meeting adjourned at 2:45 pm.

Next Meeting: June 12 at Simi or via zoom.