

Victor Valley Adult Education Regional Consortium

Executive Committee Meeting - AGENDA

Wednesday, April 5, 2023 at 10:00 a.m.

Victor Valley College

18422 Bear Valley Road, Victorville, CA. 92395; Building 44, Room C-D

1. Opening Business
 - 1.1 Call to Order
 - 1.2 Establish Quorum

2. Approval of the minutes:
 - 2.1 October 27, 2022

3. Public Comments – Public comments will be allowed on any topic relevant to the VVAERC. Pursuant to VVAERC Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.

4. Informational Items:
 - 4.1 California Council for Adult Education (CAAE) State Award Recipient: Rebecca Monjaraz; Excellence in Support Services
 - 4.2 Member Updates
 - 4.3 LAO: [Redesigning California's Adult Education Funding Model](#)
 - 4.4 WIOA Intent to Award Notification Released: All VVAERC members who submitted applications will be awarded.

5. Discussion Items
 - 5.1 [CAEP Preliminary Allocations](#)
 - 5.2 VVAERC Historical Funding Re-Allocations (Not including shifts in state funding) & Data Overview
 - 5.3 [AB1491 Guidance Letter](#)
 - 5.4 VVAERC Graduation: June 9, 2023; activities commence at 11:00 AM

6. Action Items
 - 6.1 Approve Victor Valley College as Fiscal Agent for 2023-2024

6.2 Approve VVAERC 2023-2024 CFAD Allocations:

- A. Option 1: Park \$200,918 in COLA funds with Fiscal Agent
- B. Option 2: Allocate \$2,672,247 funds to member districts based on state default.

Option 1				
Hold COLA with Fiscal Agent and Allocate to members as needed.				\$200,918
VVC Allocation				\$395,325
*VVC + COLA Parked with Fiscal Agent				\$596,243
Members	2023-2024 Allocation			
AVUSD	\$	462,899		
HUSD	\$	774,377		
SJUSD	\$	284,596		
*VVC	\$	596,243		
VVUHSD	\$	482,476		
LVUSD	\$	71,656		
		\$2,672,247		
Option 2				
Allocate 2023-24 COLA in proportion to 2022-23 amount of consortium funding				
COLA	\$	200,918		
2023-24 Preliminary Allocation	\$	2,672,247		
Agency	*2022-2023 CFAD	% of Allocation	% of COLA Based on % of Allocation	2023-2024 Preliminary Allocation
AVUSD	\$ 462,899	18.73%	\$ 37,633.49	\$ 500,532
HUSD	\$ 774,377	31.33%	\$ 62,956.52	\$ 837,334
SJUSD	\$ 284,596	11.52%	\$ 23,137.53	\$ 307,734
VVC	\$ 395,325	16.00%	\$ 32,139.75	\$ 427,465
VVUHSD	\$ 482,476	19.52%	\$ 39,225.09	\$ 521,701
LVUSD	\$ 71,656	2.90%	\$ 5,825.60	\$ 77,482
	\$ 2,471,329	100%	\$ 200,918.00	\$ 2,672,247

6.3 NOVA Member Carryover Threshold: A consortium does have the ability to opt-out

7. Announcements

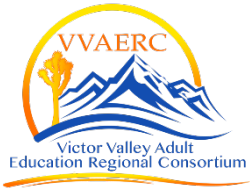
7.1 Executive Member (and Coordinator) Meeting Dates

- August 2023
- October 2023
- January 2024
- March 2024
- April 2024

7.2 Conferences

- April 13-15, 2023: CCAE State Conference – Oakland, CA
- June 12-15, 2023: CASAS Summer Institute – Garden Grove, CA

8. Adjournment



Victor Valley Adult Education Regional Consortium

Executive Committee Meeting- AGENDA

Thursday, October 27, 2022

2:00 PM

Victor Valley College:
Building 10, CFIE Classroom

Date of Approval: _____ **Initials:** _____

Victor Valley Adult Education Regional Consortium Manager Martha Mendez conducted the meeting.

Executive and Alternate Voting Members in attendance:

David Olney, Superintendent, Hesperia Unified School District (HUSD)

Ryan Holman, Superintendent, Snowline Joint Unified School District (SJUSD)

Lorraine Collins, Director, College, Career & Adult Ed., Victor Valley Union High School District (VVUHSD)

Trenae Nelson, Superintendent, Apple Valley Unified School District (AVUSD)

Daniel Walden, Superintendent President, Victor Valley College (VVC)

Kim Walker, Hesperia Unified School District (HUSD) Adult Education

Chad Brooks, Snowline Joint Unified School District (SJUSD)

Voting Members not present:

Peter Livingston, Superintendent, Lucerne Valley Unified School District (LVUSD)

Non-voting members:

Martha Mendez, VVAERC Manager

Adele McClain, Apple Valley Unified School District (AVUSD)

Rebecca Monjaraz, Transitional Counselor, Victor Valley College (VVC)

1. Opening Business

Call to Order: A regular meeting of the Victor Valley Adult Regional Consortium Executive Committee was held at Victor Valley College on Thursday, October 27, 2022. The meeting was convened at 2:06 pm.

Establish Quorum

Welcome and introductions

2. Approval of the minutes:

2.1 May 18, 2022

Motioned: Dave Olney

Seconded: Ryan Holman

Discussion: None

Yae: Olney, Holman, Collins, Nelson, Walden

Nay: None

3. Public Comments

-Kyle Matthew Quarles with Empire Health Systems shared he was aware of the transportation issues in our area. He said they would like to know if there is an identified need for students attending any of the institutions in this area. Are they having issues getting to the destination and if their organization can help out? He is familiar with big challenges require a lot of help. He is willing to help. He can be contacted at email km.quarles@gmail.com

4. Informational Items:

4.1 California Council for Adult Education Southern Section Award Recipients: Martha Mendez welcomed Adele McClain to facilitate and award the recognitions. Martha wanted to congratulate Claudia Escobar for being selected as an award recipient in Excellence in Support Services- Classified. Adele McClain presented Claudia Escobar with the recognition. Martha also wanted to recognize Rebecca Monjaraz for her contributions and recognition for Excellence in Support Services- Certificated. Martha thanked Adele for her support. Adele shared that we have a charter in our area with 12 members. She said they were selected amongst 24 candidates in the Southern Section.

4.2 Due Dates: Martha Mendez shared that she provided the group with a memo that was released at the beginning of the school year. A reminder that adult education is funding for students 18 years and older. Martha said the annual plan has been submitted and approved. Certifying our program area expenditures will be coming up. Martha invited everyone to the second annual to Day of the Dead celebration at Victor Valley College. We have a various events, including artwork completion, and adult education table with information.

5. Discussion Items:

5.1 VVAERC 2022-23 Annual Plan Review- Martha discuss ratification of the annual plan. The annual plan dictates the 3 areas of focus are transitions to post-secondary and tracking the numbers and activities that lead to this. Martha said that Rebecca is continuing to visit the adult schools, and also have a counselor assisting our ESL students. Martha said the next item we are focusing on is a pre and posttest for our students. It is a requirement and indication of our progress. The next item we will focus on is branding such as a webpage. Students can get information from the webpage. We also would like to build a cohesive branding.

5.2 VVAERC Graduation June 9, 2023-Martha said that we have selected a graduation date, which will be Friday, June 9, 2023. The date has been coordinated and should be on your calendar. Martha Mendez said activities will begin at 11:00 am. Brunch will be hosted and graduation will begin at 12:00 PM. Martha said that she considered feedback and will limit speaker time to honor everyone's time. Carolyn Zachary is considering attending. Martha clarified items for platform party about participants and regalia.

6. Action Items:

6.1 Vote to Approve the VVAERC 2022-23 CAEP Annual Plan as submitted in NOVA.

Motioned: Daniel Walden

Seconded: Lorraine Collins

Discussion: None

Yae: Olney, Holman, Collins, Nelson, Walden

Nay: None

6.2 Vote to Approve the Amended Member Allocations:

Motioned: Dave Olney

Seconded: Lorraine Collins

Discussion: None

Yae: Olney, Holman, Collins, Nelson, Walden

Nay: None

7. Adjournment- Meeting adjourned at 2:33 pm.



February 27, 2023

To: Adult Education Consortium Directors and Members

From: The California Adult Education Program (CAEP) State Leadership

Subject: **AB 1491 Carryover Guidance**

This memorandum provides guidance to California Adult Education Program (CAEP) consortia and their members on the requirements of **AB 1491** (carryover legislation). These requirements will go into effect during the **2023-2024** program year.

Carryover Legislation

A. MEMBER CARRYOVER

This bill authorizes a consortium to reduce a member's allocation by no more than the amount of the member's carryover, as defined, if the consortium makes a finding by a majority vote, based on the member having excessive carryover for **at least two consecutive fiscal years** beginning with the 2023–24 fiscal year, that the member has been consistently ineffective in providing services that address the needs identified in its adult education plan. There is no percentage threshold mandated in AB 1491 that is specific to member carryover, unless it is determined by the individual consortium.

B. CONSORTIUM CARRYOVER

The bill requires a consortium with carryover from **one or more prior fiscal years** exceeding 20% to submit a written expenditure plan, as specified, to the Chancellor and the Superintendent, and would require the Chancellor and the Superintendent to prescribe and assign technical assistance to that consortium to ensure effective use of funds as specified by existing policy, and that the consortium's annual carryover does not continue to exceed 20% to continue providing adequate adult education services to the region.

Change in CAEP Education Code

CAEP Education Code Sections 84901 and 84914 have been amended to reflect the definition of carryover, member carryover, and the consortium carryover. For more details, please see the Frequently Asked Questions (FAQ) for additional information on this guidance.

CAEP Fiscal and Program Guidance

The CAEP Fiscal Management Guidance and the CAEP Program Guidance will be updated and posted to the CAEP website to reflect the AB 1491 legislation, changes to the CAEP Education Code, and instructions from this guidance memo.

NOVA Reporting

The CAEP Office will be adding tools and reports in NOVA to assist consortia and members with the reporting and tracking of carryover. CAEP Technical Assistance Provider (TAP) is available to provide NOVA-related technical assistance and support.

AB1491 Webinar

The CAEP Office has scheduled an AB1491 Webinar on March 23, 2023, at 12:00pm. The webinar will cover this guidance, the AB1491 legislation, current use of NOVA reporting & tools as it relates to carryover, and future NOVA enhancements. Additional webinars are also being planned. To register for the March 23rd webinar, [click here](#).

Frequently Asked Questions (FAQ)

For more information on the AB1491 legislation, definitions, process, and individual consortium responsibilities, please see the **FAQ**.

AB1491 Implementation Timeline

The CAEP Office developed a timeline to assist consortia and members with understanding the AB1491 implementation timeline. Please refer to the [AB1491 Timeline](#) for additional information.

Technical Assistance Contact Information

For questions related to the AB1491 and/or technical assistance on related topics, please contact the CAEP TAP by phone at 1- 888- 827-2324 or by e-mail at tap@caladulthood.org

Sincerely,

Gary Adams, Dean
Adult Education Program Office
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D.
Adult Education Program Office
California Department of Education

CAEP Regional Consortium	FY 23-24 Proposed COLA	FY 23-24 Preliminary Allocation	FY 24-25 Preliminary Allocation
01 Allan Hancock Community College Consortium	\$152,650	\$2,030,272	\$2,030,272
02 Antelope Valley Regional Adult Education Consortium	\$369,320	\$4,912,019	\$4,912,019
03 Barstow Area Consortium for Adult Education	\$83,532	\$1,110,994	\$1,110,994
04 Butte-Glenn Adult Education Consortium	\$201,755	\$2,683,382	\$2,683,382
05 Greater Opportunity Through Adult Learning (Santa Cruz)	\$315,475	\$4,195,869	\$4,195,869
06 Partnership for Adult Academic and Career Education (SE Los Angeles)	\$1,350,031	\$17,955,656	\$17,955,656
07 Chabot-Las Positas/Mid-Alameda County Consortium	\$850,924	\$11,317,450	\$11,317,450
08 West End Corridor/ Chaffey Regional AE Consortium	\$663,492	\$8,824,564	\$8,824,564
09 Citrus College Adult Education Consortium	\$397,820	\$5,291,081	\$5,291,081
10 Coast Adult Education Consortium	\$686,800	\$9,134,568	\$9,134,568
11 Tri City Adult Education Consortium	\$565,939	\$7,527,096	\$7,527,096
12 Contra Costa Adult Education Consortium	\$1,365,689	\$18,163,912	\$18,163,912
13 Morongo Basin AEBG Consortium (Copper Mountain)	\$75,055	\$998,248	\$998,248
14 Desert Regional Consortium	\$297,430	\$3,955,868	\$3,955,868
15 South Bay Adult Education Consortium (El Camino)	\$943,847	\$12,553,334	\$12,553,334
16 OnRamp to Employment, Plumas County Adult Education (Feather River)	\$75,055	\$998,248	\$998,248
17 Foothill De Anza/ NSCCSTC	\$786,319	\$10,458,181	\$10,458,181
18 Gavilan Regional Adult Career and Education Services	\$132,874	\$1,767,254	\$1,767,254
19 Glendale Community College District Regional Consortium	\$98,620	\$1,311,664	\$1,311,664
20 San Diego East Region Adult Education (Grossmont-Cuyamaca)	\$763,807	\$10,158,769	\$10,158,769
21 Salinas Valley Adult Education Consortium	\$338,872	\$4,507,054	\$4,507,054
22 Imperial County Adult Education Consortium	\$179,299	\$2,384,714	\$2,384,714
23 Kern AEBG Consortium	\$1,565,744	\$20,824,686	\$20,824,686
24 Lake Tahoe Adult Education Consortium	\$82,561	\$1,098,073	\$1,098,073
25 Lassen County AB86 Consortium	\$86,691	\$1,153,008	\$1,153,008
26 Long Beach Adult Education	\$220,458	\$2,932,129	\$2,932,129
27 Los Angeles Regional Adult Education Consortium	\$11,833,132	\$157,382,821	\$157,382,821
28 Capital Adult Education Regional Consortium	\$1,080,507	\$14,370,934	\$14,370,934
29 Marin County Adult Education Block Grant Consortium	\$135,671	\$1,804,456	\$1,804,456
30 Mendocino-Lake Consortium	\$141,536	\$1,882,451	\$1,882,451
31 Gateway Adult Education Network (Merced)	\$304,598	\$4,051,206	\$4,051,206
32 Coastal North County Adult Education Consortium (MiraCosta)	\$109,959	\$1,462,474	\$1,462,474
33 Monterey Peninsula Consortium	\$234,053	\$3,112,949	\$3,112,949
34 Mt. San Antonio Regional Consortium for Adult Education	\$3,219,618	\$42,821,505	\$42,821,505
35 Southwest Riverside County Adult Education Regional Consortium	\$446,182	\$5,934,308	\$5,934,308
36 Napa Valley Adult Education Consortium	\$262,178	\$3,487,020	\$3,487,020
37 North Orange County Regional Consortium for Adult Education (NOCRC)	\$354,772	\$4,718,533	\$4,718,533
38 Southern Alameda County Consortium (Ohlone)	\$381,896	\$5,079,286	\$5,079,286
39 Palo Verde Consortium	\$75,055	\$998,248	\$998,248
40 Education to Career Network of North San Diego County (Palomar/Vista)	\$723,920	\$9,628,275	\$9,628,275
41 Pasadena Area Consortium	\$172,063	\$2,288,473	\$2,288,473
42 Northern Alameda Consortium for Adult Education	\$739,325	\$9,833,162	\$9,833,162
43 Rancho Santiago Adult Education Consortium	\$427,518	\$5,686,062	\$5,686,062
44 North Coast Adult Education Consortium (Redwoods)	\$102,949	\$1,369,246	\$1,369,246
45 Rio Hondo Region Adult Education Consortium	\$1,326,734	\$17,645,808	\$17,645,808
46 About Students Regional Consortium (Riverside)	\$762,347	\$10,139,355	\$10,139,355
47 Inland Adult Education Consortium (San Bernardino)	\$967,201	\$12,863,955	\$12,863,955
48 San Diego Adult Education Regional Consortium	\$431,590	\$5,740,222	\$5,740,222
49 San Francisco Adult Education Consortium	\$355,855	\$4,732,940	\$4,732,940

50 Delta Sierra Regional Alliance (San Joaquin)	\$770,950	\$10,253,776	\$10,253,776
51 South Bay Consortium for Adult Education (San Jose)	\$1,607,709	\$21,382,819	\$21,382,819
52 San Luis Obispo County Adult Education Consortium	\$129,131	\$1,717,465	\$1,717,465
53 ACCEL San Mateo County	\$884,845	\$11,768,606	\$11,768,606
54 Santa Barbara AEBG Consortium	\$75,055	\$998,248	\$998,248
55 Santa Clarita Valley Adult Education Consortium	\$119,152	\$1,584,749	\$1,584,749
56 Santa Monica Regional Consortium for Adult Education	\$104,586	\$1,391,014	\$1,391,014
57 Sequoias Adult Education Consortium (SAEC)	\$886,425	\$11,789,618	\$11,789,618
58 Shasta-Tehama-Trinity Adult Education Consortium	\$102,987	\$1,369,749	\$1,369,749
59 Sierra Joint Consortium	\$309,413	\$4,115,247	\$4,115,247
60 Solano Adult Education Consortium	\$362,570	\$4,822,242	\$4,822,242
61 Sonoma County Adult Education Consortium	\$233,921	\$3,111,198	\$3,111,198
62 South Orange County Regional Consortium (SOCRC)	\$444,610	\$5,913,395	\$5,913,395
63 South Bay Adult Education Consortium (Southwestern)	\$1,332,997	\$17,729,107	\$17,729,107
64 State Center Adult Education Consortium	\$1,386,769	\$18,444,287	\$18,444,287
65 Ventura County Adult Education Consortium	\$1,397,286	\$18,584,164	\$18,584,164
66 Victor Valley Adult Education Regional Consortium	\$200,918	\$2,672,247	\$2,672,247
67 West Hills College Consortium	\$102,753	\$1,366,629	\$1,366,629
68 West Kern Consortium	\$75,055	\$998,248	\$998,248
69 Yosemite (Stanislaus Mother Lode) Consortium	\$402,611	\$5,354,799	\$5,354,799
70 North Central Adult Education Consortium (Yuba)	\$291,063	\$3,871,196	\$3,871,196
71 Adult Education Pathways (Siskiyou)	\$87,474	\$1,163,415	\$1,163,415
Total:	\$48,547,000	\$645,684,000	\$645,684,000