



## Victor Valley Adult Education Regional Consortium

Executive Committee Meeting- AGENDA

Wednesday, May 18, 2022

10:00 AM

Victor Valley College:

Building 44 Student Activities Center Room A

Date of Approval: \_\_\_\_\_ Initials: \_\_\_\_\_

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

### Executive Voting Members in attendance:

David Olney, Superintendent, Hesperia Unified School District (HUSD)  
Ryan Holman, Superintendent, Snowline Joint Unified School District (SJUSD)  
Ron Williams, Superintendent, Victor Valley Union High School District (VVUHSD)  
Peter Livingston, Superintendent, Lucerne Valley Unified School District (LVUSD)  
Trenae Nelson, Superintendent, Apple Valley Unified School District (AVUSD)  
Todd Scott, Vice President, Victor Valley College (VVC)

### Non-voting members:

Martha Mendez, VVAERC Manager  
Lorraine Collins, Victor Valley Union High School District (VVUHSD) Adult Education  
Kim Walker, Hesperia Unified School District (HUSD) Adult Education  
Chad Brooks, Snowline Joint Unified School District (SJUSD)  
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 Wednesday, May 18, 2022. The meeting was convened at 10:03 am.

**Quorum:** Establish Quorum was established.

#### Welcome and Introductions

### 2. Approval of the minutes

#### 2.1 April 21, 2002

**Motioned:** Peter Livingston

**Seconded:** Trenae Nelson

**Discussion:** None

**Yae:** Holman, Nelson, Williams, Livingston, Olney, Scott

**Nay:** None

**Abstain:** None

**3. Public Comments-** Public comments will be allowed on any topic relevant to the VVAERC. Pursuant to VVAERC Policy, comments are limited to 2 minutes per person. Please begin your comments by stating your name.

- No public comments were presented.

#### **4. Informational Items:**

**4.1 Adele McClain, Adult Education Administrator of the Year Award, Association of California School Administrators Region 12.** - Martha Mendez mentioned that we are honored to recognize that Adele was awarded ASCA Administrator of the Year. Martha said Adele unites the consortium and deserves this recognition. Adele is currently attending a State meeting.

**4.2 WIOA II Reauthorization window opens August 2022** - Martha shared that the WIOA II Authorization window opens August 2022, and this means that the majority of the members are WIOA recipients and can make the decision to apply as a consortium or individually. It is the second funding source for Adult Education, with CAEP being the primary. Martha said we would continue to collaborate even if we apply individually. Kim Walker mentioned that even if members apply individually, we will still collaborate to group write. Martha explained that the funding for year three would be the same for this round. The upcoming pre-test and post-test will be imperative. Chad asked why they gave us four years but then have to reapply at two years. Martha explained and said that a two-year application would be less involve and can demonstrate effectiveness best.

**4.3 VVAERC YTD Report: TOPSPRO Outcomes Review & Member Expenditures** - Martha said she will review in another section with the Three-year plan.

**4.4 Due Dates:** - Martha reviewed the due dates for CAEP. She said the Three-Year Plan will be voted on today to submit timely.

- June 20, 2022: VVAERC 2022-25 Three-Year Plan

- June 1, 2022: 20/21 and 21/22 Member Expense Report due in NOVA (Q3)

- Sep. 14, 2022: Annual Plan for 2022-23 due in NOVA \* (Extended for 2022)

#### **5. Discussion Items**

**5.1 VVAERC 2022-25 Three-Year Plan Review** -Martha mentioned she will hit the report's highlights. She said it consists of six sections. The first section is an Executive Summary and also includes the data for the three-year plan. Martha continued to review the priorities in the Three-Year Plan. Kim mentioned that the numbers are 5% up based on Covid numbers. Treane asked about ABE and ASE. She wants to clarify. Martha responded and then continued to review the plan. Martha said we have a building to continue to provide services for Adult Education students. She shared we will be working on a marketing strategy to create unified branding. She noted that the allocation on page 21 will be corrected because an increase was received. Kim asked if it was before or after allocation. Martha said it was before and

numbers will be corrected. Todd asked if Victor Valley College is minus \$75,000. Martha said the information was pulled before the increase was issued and that is why it is not correct and pending approval. She said the minus \$75,000 is because it was holding the approval of the new allocation; VVC was holding it as a Fiscal Agent.

**5.2 VVAERC Graduation: June 1, 2022 at 3-4:30 PM: Pre-commencement Reception: 2:00PM** -Martha wanted to share a friendly reminder that the graduation will be June 1, 2022. Said there will be a pre-commencement ceremony. Tentatively, the CEO for the Boys and Girls of the Redlands Riverside area, and hopefully a student who will be graduating at VVC. Rebecca has been working with the students.

## 6. Action Items

### 6.1 VVAERC 2022-25- Approval of the Three-Year Plan

**Motioned:** Peter Livingston

**Seconded:** David Olney

**Discussion:** None

**Yae:** Holman, Nelson, Williams, Livingston, Olney, Scott

**Nay:** None

**Abstain:** None

## 7. Announcement

### 7.1 Conferences

**June 14-16, 2022: CASAS Summer Institute – San Diego, CA** -Martha mentioned an upcoming conference. Treane Nelson mentioned that the schedule did not permit her to attend the graduation. Martha brought up the discussion about upcoming scheduled meetings or standing meetings.

## 8. Adjournment Meeting adjourned at 10:51 am