



Victor Valley Adult Education Regional Consortium
Executive Committee Meeting - Minutes
Friday, October 6, 2023
10:30 AM
Victor Valley College: Building 55, Conference Room

1. Opening Business

Call to Order 10:39am
Establish Quorum

Establish Quorum: 4 Members	
Member Name	Attending
Apple Valley Unified School District	
Hesperia Unified School District	
Lucerne Valley Unified School District	
Snowline Joint Unified School District	
Victor Valley College	
Victor Valley Union High School District	

Voting Members present:

Trenae Nelson, Superintendent, Apple Valley Unified School District (AVUSD)
Ryan Holman, Superintendent, Snowline Joint Unified School District (SJUSD)
Chad Brooks, Snowline Joint Unified School District (SJUSD)
Peter Livingston, Superintendent, Lucerne Valley Unified School District (LVUSD)
Daniel Walden, Superintendent President, Victor Valley College (VVC)
Kim Walker, Hesperia Unified School District (HUSD) Adult Education
David Olney, Superintendent, Hesperia Unified School District (HUSD)

Voting Members not present:

Lorraine Collins, Director, College, Career & Adult Ed., Victor Valley Union High School District (VVOHSD)
Todd Scott, Executive Vice President of Instruction, Innovation & student Success (VVC)

Non-voting members:

Martha Mendez, VVAERC Manager
Adele McClain, Apple Valley Unified School District (AVUSD)
Rebecca Monjaraz, Victor Valley College (VVC)
ChyLynn Delceppo, Victor Valley Union High School District (VVOHSD)
Pablo Saldana, Victor Valley College (VVC)

2. Approval of the minutes:

To access written documents being discussed at the executive meeting, or to otherwise participate at executive meetings please contact Director Martha Mendez at martha.mendez@vvc.edu. Notification at least 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to the meeting. Public materials are available for public inspection at Victor Valley College 18422 Bear Valley Road, Victorville, CA 92395; Building 64, Adult Education Office or visit our website at: www.vvadulthood.com.

2.1 Correction to approve August 2nd, 2023 *not* April 5, 2023 and under informational items section 4, the numbering needs to be 4.1, 4.2, 4.3, 4.4 for the agenda.

Motion: Ryan Holman
Second: David Olney
Yae: Olney, Holman, Nelson, Walden, Livingston
Nay: none

Approval of August 2nd, 2023 Meeting Minutes

Motion: Daniel Walden
Second: David Olney
Discussion: None
Yae: Olney, Holman, Nelson, Walden, Livingston
Nay: none

3. **Public Comments** – No public comments.

4. **Informational Items:**

4.1 **Due Dates:** Martha shared important dates:

- October 20: 21/22 & 22/23 Member Expense Report certified in NOVA (Q4)
- October 20: 23/24 Member Program Year Budget and Work Plan due in NOVA
- November 17: 23/24 Member Program Year Budget and Work Plan due in NOVA

4.2 **CAEP 2023 Summit Presentation:** Martha shared that we were invited to present on the CDE side to showcase collaboration and preparation for future pathways support. ESL promotional video was played.

4.3 **CTE Fall Conference Presentation:** Adele shared that Apple Valley will present the articulated courses model that is in place with the partnership of Victor Valley College. Articulated courses are provided at other locations.

4.4 **Member Updates:** members went around the room to share updates.

Apple Valley: Refer video & previous comments.

Hesperia: Attends Employment Education & Community Resource Fair with 60+ booths at different locations on a regular basis. Kim discussed sharing EDJOIN employment and education opportunities across the consortium. Yellow Freight company laid people off and Hesperia is targeting those employees as a pipeline into GED, HSD or Career Programs. Believe Youth conference recently happened. The primary question was “What is your plan after high school?” They saw around 500 students and the conference took about 6 hours. Our adult schools are represented at many community engagement events. Community engagement at its finest. Several schools have WASC visits in

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February, March and April. Several districts have applied for Community School grants and are designing Multipurpose rooms for medical type facilities and wellness centers are in the works. Pharmacy Tech students get actively recruited from local businesses for pharmacy externships.

Snowline: Chad shared that Snowline is looking to add more hours to teachers on contract. Adult Education office relocated to be by virtual school for geographic equity. The partnership with Lucerne has been working well. Example: there was a student that cannot use electronics, took advantage Lucerne's paper & pencil program to do their assessment. WASC process is still going on.

Lucerne: Peter shared updates about the school bus license program. Reiterated the strong partnership with Snowline.

VVUHSD: WASC hit the ground running. The Self Study is due March 25th 2024. First week of May there will be a visit. WASC is every three years.

VVC: The Cosmetology program is now live. The program starts online, and then students move to lower campus for the remainder of course work and hours. This program has about 1400 students trying to get in. Other programs in the works are: Low Voltage Training, Emergency telecommunication, Pharmacy, and community health care worker (partnering with IEHP). The community health care worker certificate is scheduled to be TWO Classes in one semester. The Phlebotomy Program is scheduled to be available in the Spring of 2024. Justice Involved Education (with over 500 students) is growing exponentially. The full-time Transition Counselor & Adult Education Administrative Specialist positions will be flying soon. Counselors will be moving to building 64 in the next few weeks.

Other Updates: Trenae suggested staggered dates for common shared transportation programs. Martha explained the importance of students knowing the language of the patience and David mentioned community (adult students) feel comfortable with their schools.

5. Discussion Items

- 5.1 **VVAERC ELL Healthcare Grant:** Martha pointed out that 23 out of 50 eligible Adult Education programs applied and VVC was one of them. Submitted for: Phlebotomy, Pharmacy Tech, Community Health Worker & Medical Assistant. VVC will start by offering it, and then it will become available to the VVAERC partners. MDCP and TODEC also provided support in this process.
- 5.2 **Tentative VVAERC Graduation** May 31, 2024 at 2:00 PM (Refreshments at 1:00 PM): Final date will be solidified in November. June 7th & May 31st are still tentative.
- 5.3 **2023-24 Member Expenditure Reports & 2023-24 Enrollment Update:** Martha intended to provide expenditure information for CAEP deliverables, but that has been delayed due to a technical glitch and system updates. Metrics will be shared in the January 2024 meeting.

6. Action Items: None

7. 2023-24 Conferences and Training:

Martha outlined these upcoming professional development dates:

- October 24-26 : CAEP Summit, Universal City
- November 17-18: CCAE Southern/ South Coast Section, Palm Springs
- March 17-20: COABE National Conference, Nashville, Tennessee
- May 9-11: CCAE State Conference, Anaheim
- June 17-20: CASAS Summer Institute, Location TBA

8. Adjournment: Meeting adjourned at 11:39am

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Second: Tranae Nelson
Yae: Olney, Holman, Nelson, Walden, Livingston
Nay: none

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