



Mendocino/Lake Adult and Career Education (ML ACE) Meeting

Zoom meeting <https://cccconfer.zoom.us/j/7372469362>

November 18, 2022 10-12:00 p.m. (12-12:30 p.m. working lunch)

Mendocino College

1000 Hensley Creek Rd.

Ukiah CA 95482

In person location: McMillan Hall 1060

AGENDA

1. Call to Order Start time: (Action)
2. Roll Call of Voting Members (Action)
3. Changes/ Modifications to the Agenda (Discussion/Action)
4. Consent (Action)
All consent items are acted upon by a single vote with no discussion, unless pulled from Consent and placed on the agenda as a regular item.
 - October 14, 2022 Minutes
5. Overview of next 6 months (Discussion/Action)
 - ML ACE will review deadlines and upcoming events for the next 6 months.
6. Public Comments/ Correspondents --via Zoom (Discussion)
MLACE welcomes public input. This agenda item is limited to matters that are under the jurisdiction of the ML ACE and are not listed elsewhere on this agenda. Comments are limited to three minutes per person, and 10 minutes per topic. Action on these matters is not allowed.
Public comments received from:
7. Annual Program Review Part 2: (Discussion/Action)
 1. Lake County of Education CTE programs
 2. Mendocino County of Education
 3. Ukiah Adult School
8. Member Update link: [ML ACE Consortium Monthly Update](#)
(Discussion/Action)
(Agencies not presenting this month) Members will update via shared google sheets and will highlight updates if needed.
 - a. Anderson Valley
 - b. Fort Bragg
 - c. Kelseyville
 - d. Leggett Valley
 - e. Upper Lake
 - f. Willits
9. Director's Update – (Discussion/Action)
Euline will share updates from CAEP and relevant information for the consortium.



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A. host a CAEP-WestEd Regional Training Conference–January 20 2023

- a. Focus on Adult Education: A Gateway to College and Living Wage Employment using data to inform, explore and create strategies and activities.
- b. This is a 5 hour/ all day training conference
- c. open to all members, staff, partners and college personnel
- d. MLACE consortium members to volunteer in registration, set up, food serving, etc.

B. CAEP Summit 2022–Update

- a. New Carryover Guidance in January
- b. CAEP Summit 2022 Highlights
 - i. Kathy and Maggie share from CAEP Summit 2022
- c. CAEP Requirements in TE more and more align with WIOA:
 - i. Employment survey,
 - ii. student data information–check those boxes
 - iii. pre or post test results in TE for EFL gains

10. Adjournment First motion/Seconded/Approve:

Time: (Action)

A. TE Review Working lunch

- 1. Data Integrity Report
- 2. CAEP Table Summaries–EFL, levels, persistence, completion

B. Reminders:

- a. Next Meeting Date and Time: December 9 2022 at 10 am-12: 00 pm (Hybrid)
 - i. Annual Program Review Part 3
 - 1. Fort Bragg
 - 2. Upper Lake
 - 3. Willits
 - 4. Mendocino College–MLACE consortium activities

Appendix A:

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| <p>October 2022</p> <p>October 14, 2022- ML ACE meeting</p> <ul style="list-style-type: none"> Program Review Part 1 (KV, AV,UL,Willits, FB, LV) One-time proposal <p>NEW DUE DATE:</p> <p>Oct 30: 22/23 Member Program Year Budget and Work Plan due in NOVA</p> <p>Oct 31: Student data due in TOPSPro (Q1)</p> <p>Oct 31: Employment and Earnings Follow-up Survey</p> <p>Budget and Work Plan Q&A with Joe A.</p> | <p>November 2022</p> <p>November 18—ML ACE Meeting</p> <ul style="list-style-type: none"> Program Review Part 2—MCOE, LCOE and UUSD Nov 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA * (Extended for 2022) <p>In Person Meeting Lunch + TE Data Review</p> | <p>December 2022</p> <p>December 9 —Meeting</p> <p>Program Review Part 3—Mendocino College</p> <p>Dec 1: July 1, 2021 to June 30, 2022 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *</p> <p>Dec 1: 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)</p> <p>Dec 31: 20/21, 21/22 & 22/23 Member Expense Report certified by Consortia in NOVA (Q1) *End of Q2</p> |
| <p>January 2023</p> <p>January 20—ML ACE Meeting</p> <ul style="list-style-type: none"> One-time proposal <p>Jan 31: Student Data due in TOPSPro (Q2)</p> <p>Jan 31: Employment and Earnings Follow-up Survey</p> <p>January 13—MC Inservice</p> <p>January 16—MLK Holiday</p> <p>January 17—MC Spring classes begins</p> <p>ESL Group Strategic Review</p> | <p>February 2023</p> <p>February 10* —MLACE Meeting</p> <p>In Person Meeting</p> <p>23/24 MLACE Monthly Meeting Calendar Approval</p> <p>HSD/HSE/Basic Skills Strategic Review</p> | <p>March 2023</p> <p>March 10 2023—ML ACE Meeting</p> <p>Mar 1: 20/21 and 21/22 and 22/23 Member expense report is due in NOVA. (Q2)*</p> <p>Mar 31: 20/21 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2) *</p> <p>Mar 31: End of Q3</p> <p>CTE—Medical Strategic Review</p> |



Adult Education: Gateway to College and Living Wage Employment

Join WestEd for a full day in-person workshop centered on supporting student transitions to living wage employment. Teams of K12 Adult School and Community College representatives from each region are invited to participate. [Click here](#) for a full description of the event goals and objectives.

North/Far North Regional Training

SAVE THE DATE!

Friday, January 20th • Mendocino College Ukiah Campus • 10:00am - 3:00pm

For questions, contact Blaire Toso – btoso@wested.org and Ayanna Smith – asmith5@wested.org.