



## Mendocino/Lake Adult and Career Education

(ML ACE) Month Meeting

Zoom meeting <a href="https://cccconfer.zoom.us/j/7372469362">https://cccconfer.zoom.us/j/7372469362</a>

September 13, 2024, from 10-1pm (Members: lunch and Strategic planning/discussion after regular agenda)

## Mendocino College

1000 Hensley Creek Rd.

Ukiah CA 95482

In person location: LLRC 4210—Upper-Level Library/Learning Resource Center

#### **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.

August 23 2024 Minutes Roll Call vote: Ayes: Nays: Abstain: Absent:

- a. Anderson Valley
- b. Fort Bragg
- c. Lake County Office of Education
- d. Lakeport
- e. Leggett Valley
- f. Mendocino College
- g. Mendocino County Office of Education
- h. Ukiah
- i. Willits

### 5. Overview of next 6 months

See link: 12 Month MLACE Schedule

(Discussion/Action)

ML ACE will highlight certain deadlines and members review upcoming events for the next 6 months.

Next meeting October 11, 2024, November 8, December 13, 2024, January 12 2025, February 23, March 8

#### 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.

A. Acknowledgement of guests/community partners:





#### B. Public comments received from:

## 7. Guest Speaker—Community Partners

(Discussion)

Community partners present information relevant to MLACE work and activities.

a. Filemon Lara- Career Hub Mendocino College

Filemon will share about the college Career Hub and how we can refer students

#### 8. Director's Update

(Discussion/Action)

Director will give updates/information on CAEP, MLACE and/or TE topics.

- a. CAEP Beginning of the Year Letter
- b. Budget and Workplan for 24/25 will have current appropriate allocation once Q4 Expense is Certified
- c. Program Review discussion
- d. CASAS pre-post testing in ESL and High school diploma

## 9. Member Updates- Please fill out Google Sheet: 2004-2025 MLACE Monthly Member Update (Discussion)

- i. Anderson Valley
- ii. Fort Bragg
- iii. Lake County Office of Education
- iv. Lakeport
- v. Leggett Valley
- vi. Mendocino College
- vii. Mendocino County Office of Education
- viii. Ukiah
- ix. Willits

## 10. Adjournment

Time: First motion/Seconded/Approve:

(Action)

#### 11. Strategic Team for 3-Year Plan:

(Discussion)

Our facilitator, James Hayes, will be introducing the initial 3-year process. Consortium members will be involved in the strategic activities every month.

# 12. Reminders: Next Meeting Date and Time: October 11, 2024 10-1pm CAEP Due Dates:

- Sep 1: 22/23 and 23/24 Member Expense Report due in NOVA (Q4)
- Sep 1: 24/25 Certification of Allocation Amendment due in NOVA
- Sep 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) \*
- Sep 30: 24/25 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1
- Oct 30: 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA \*
- Oct 31: Student data due in TOPSPro (Q1) (Data Integrity Report in TE)
- Oct 31: Employment and Earnings Follow-up Survey