



# 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>

March 21, 2025 from 10-2pm (Regular Meeting and Leadership Workshop)

**Mendocino College** 

1000 Hensley Creek Rd.

Ukiah CA 95482

In person location: MH 1220—McMillan Hall—Administrative Building

#### **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.

February 21, 2025 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: April 11, 2025, May 9, 2025 and June 9 2025 (Monday)

## 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 (Discussion)

Guest speakers share and present information to the group about their services and scope of services that are relevant to adult learners, and adult and career education.

- a. Debra Polak—Vice President of Academic Affairs
  - Debra will give a summary/review of the formation of MLACE the consortium from AB 86: "The California Community College Chancellor's Office (CCCCO) and the California Department of Education (CDE) are working in partnership to implement the California Adult Education Program (CAEP)". 2015
  - Topic of Discussion with the Group: High School Equivalency Program (HEP) at Mendocino College and how
    the consortium can leverage resources to continue serving Basic skills/High School Equivalency students to
    obtain their high school equivalency certificates.
- 8. Director's Update: (Discussion/Action)

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

- a. CAEP Allocation—Preliminary for 25/26
- b. MLACE Carryover Policy Review
  - The consortium members will be made aware of this consortium policy and review and update if needed.
- 9. Member Updates- Please fill out Google Sheet: 2004-2025 MLACE Monthly Member Update (Discussion)
  - a. This google form is not used well. Quarterly updates?
  - b. Written update needed—best practices for member updates
- 10. Group Work: 3 year planning—Strategies, Activities and outcomes

(Discussion)

- **a.** The group will work collaboratively to create activities with CAEP outcomes to move our Three Year Planning work onward.
- 11. Adjournment Time: First motion/Seconded/Approve:

(Action)

- A. Reminders: Next Meeting Date and Time: February 21, 2025 10-1pm
- B. CAEP Due Dates:

### March 2025

- Mar 1: 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2)\*
- Mar 31: End of Q3
- Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA
   (Q2) \*

# **April 2025**

- April 12: Consortium Monthly Meeting
- Apr 30: Student Data due in TOPSPro (Q3)





Apr 30: Employment and Earnings Follow-up Survey

# May 2025

- May 2: CFAD for 2025-26 due in NOVA \*
- May 9: Consortium Monthly Meeting

## June 2025

- Jun 1: 24/25 Member Expense Report due in NOVA (Q3)
- June 9: Consortium Monthly Meeting (Monday)
- Jun 20: CAEP Three-Year Plan Due
- Jun 30: 24/25 Member Expense Report certified by Consortia in NOVA (Q3) \*
- Jun 30: End of Q4

