

Mendocino/Lake Adult and Career Education

(ML ACE) Month Meeting

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

May 9, 2025, from 10-1pm Mendocino College

1000 Hensley Creek Rd.

Ukiah CA 95482

In person location: MCM 1060 (Board Room)

Minutes [May Meeting Recording](#)

1. Call to Order Start time: 10:10 (Action)
2. Roll Call of Voting Members: Anderson Valley: Maggie Von Vogt (voting member); Fort Bragg: Absent; Lake County Office of Education: Matt Russell (voting member); Lakeport: Jonna Weidaw (voting member) ZOOM; Leggett Valley: Absent; Mendocino College: Amanda Xu (voting member) ZOOM; Debra Polak (VP of Academic Affairs); Joe Atherton Business & Fiscal Services; MCOE: absent; Ukiah Adult School: Nikki Agenbroad (Proxy voting member); Willits Adult School: Arora Chavez (Proxy Voting member); Euline Olinger (Director of MLACE Consortium) (Action)

3. Changes/ Modifications to the Agenda

Motion to Approve Agenda: Maggie Von Vogt; Seconded by: Maggie Von Vogt (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.

April 11, 2025, Minutes Roll Call vote: 1st Motion: Jonna Weidaw, Seconded by: Nikki Agenbroad Ayes:6

Nays:0 Abstain: 1 Absent: 2 MCOE and Leggett

- 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 2025-2026](#) (Discussion/Action) ML

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

Next meeting **May 9, 2025 and June 9 2025 (Monday) Next fiscal year: August 22 2025**

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:

Dave Gengoux-Citizenship teacher for Ukiah Adult School

Kathy Kiely-High School Diploma teacher.

Victoria Pulido- Workforce Alliance of the North Bay-

- Free fire fighter training for people of 18 years of age and up in Lake County
- Available this summer and next summer only.
- Fire fighter type 2, chainsaw, leadership, and more certifications in a 4-week course.
- We are hosting an Info session at Woodland college, Wednesday May 21st from 5:30-6:30.

Pamela Heston- Director of Employer Programs at North Far North-Mendocino.

b. Public comments received from: No public comments

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7. Director's Update:

(Discussion/Action)

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

- CAEP Allocation will have a possible May revise about COLA from 2.3% to 2%
- Annual Plan Template and Guidance now available
- Views from different consortia on additional COLA
 - Joe- When we do our annual review, maybe we can make it more like a check, that everybody has the same right.
 - We can make a checklist and make it even formal; it will have a better value of what we're doing.
 - Nikki-Maybe there's more that we want to do besides just being constrained to that template because we are trying to be custodians of these funds.
 - Debra- We have 100 students a year working towards their high school diploma. Due to current administration, it looks like we won't have funding from the administration, so the district is committing to the direct balance for the next year.
- Views from other consortia who hire their consortium directors
 - Euline showed chart provided by Neil Kelly about Fiscal Agent Consortia and Direct Funded Consortia.
 - Consortium members analyzed which consortia had Directors and Fiscal Agents.
- We need to put these topics in the agenda to discuss, make a motion, to vote
- PAT process for the college allocation
 - Reviewed the reasons when MLACE members can be put on program management.
 - Analyzed reasons where allocations can be adjusted or reduced
 - Euline- I will call for 2-3 members to volunteer to be on the PAT team for the college.
 - Chris and Noor were suggested to volunteer for the PAT
- Members were asked to submit annual plan the 1st week of June before going on break.

8. Member Updates-

(Discussion)

- a. Monthly verbal report if member has any new information—no more than 5mins-report out per agency
- **Lakeport-** will House a Curriculum institute at Terrace Middle School where the Redwood Collaborative, Sonoma State University, UC Davis, CTE, MCOE, and several other districts will attend.
 - We are looking for ELA, Science, CTE, and Healthcare field teaches in Lake and Mendocino counties.
 - A \$2,000 stipend will be awarded upon successful completion of this project.
 - Ultimately what we are working towards is building a 1 year-long integrated English Language arts and health care curriculum.
 - The goal is to create a pathway for High School students.
 - If we can get this A-G approved then also possibly moved into either Sonoma State or UC Davis.
 - **Anderson Valley-** This Thursday May 15th we will be hosting our End of the year celebration event.
 - May 25th will be the new citizen event.
 - **Fort Bragg-** Their ESL and Citizenship programs are continuing; they have a high school diploma as well.
 - Their adult School will be graduating the first week of June.
 - **Mendocino College-** We had a great turnout in the Lake Registration event at the Lake Center. Every year we are seeing an increase in attendance to this event.
 - Students registering for courses on that day has also increased.
 - Fort Bragg Fiesta Registration event is a little smaller, We've had historically about 100-300 community members attend.
 - **LCOE-** Next Friday we will have our CNA, MA graduations.
 - We started with 14 CAN students and will finish with 14. They all have perfect attendance.
 - The High School Diploma graduation is scheduled for May 31st; we're up to 72 graduates.
 - We are doing the youth CNA program this summer, we start on June 16th.
 - UAS-We knew that this year we were going to have 50 graduating students, but we are more likely going to have about 70.
 - Dave-We will have another Citizenship class start on the 18th of August.
 - Willits- We are posting a position to have a Citizenship class. Two sessions will be ran, one in the fall and one in the spring.
- b. Will use the monthly verbal report as record of Member monthly update

9. 3-year planning Process and Tasks and Due dates (Discussion) a. Progress on the 3-year Plan:

- i. Two formats: NOVA and the CAEP template provided
- ii. Will send draft to members by or before May 23—two weeks to review and give feedback
- iii. Consortium members approve on June 9th Meeting iv. Due in NOVA on June 20th --deadline

10. Future Topics of Discussion

(Discussion)

a. Members proposed topics or guest speakers for future discussions in the monthly meeting.

- Matt- If a person is here and they want to use an AI notetaker then that is fine.
- If they are not present at the meeting then that should not be allowed
- Euline- Expense Report is due May 30th. Let's not wait for June 1st.
- An appreciation award was given to Mrs. Kathy Kiely for her many years of participation at Ukiah Unified and in the MLACE Consortium.

11. Adjournment Time: 12:29 First motion: Nikki Agenbroad/Seconded by: Maggie Von Vogt /Approved: (Action)

A. Reminders: Next Meeting Date and Time: *June 9 2025 (Monday) 10-1pm LLRC 4210*

B. CAEP Due Dates:

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

July 2025

- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL (***Submit in TE by end 24/25 School year*** Most Adult Schools end before June 20th **August**

2025

- **Aug 15:** Annual Plan for 2025-26 due in NOVA *

September 2025