

The meeting will be available for both regional consortium locations via Zoom and at the physical locations noted below:

<https://lomposchools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

Allan Hancock College, 800 S. College Drive, Building S-106, Santa Maria, CA 93455

Lompoc Unified School District, 320 N J Street, Lompoc, CA 93436

Allan Hancock and Lompoc Unified Adult Education Consortium

Board Members: Dr. Sofia Ramirez Gelpi (AHC), Tom Lamica (AHC), Elaine Webber (LUSD), Brian Jaramillo (LUSD)

Meeting Chair: Elaine Webber

- 1. Call to Order**
- 2. Roll Call & Establishment of Quorum**
- 3. Approval of Agenda as Presented**
- 4. Public Comment and Entity Comment***

*Testimony of up to three minutes of any topic at Regular Meetings and on agenda items at Special Meetings will be welcome during consideration of the item by the Consortium Board. Speakers are encouraged to submit comments 48 hours in advance in writing, which shall be made available at the start of the meeting. Board members may or may not respond to public comment.

5. Approval of Minutes: A recommendation to approve the following minutes:

5.1 April 2, 2024 Minutes ([Attachment A](#))

6. Action Items: A recommendation to approve the following action items:

6.1 21/22 and 22/23 and 23/24 Member Expense Report Certified ([Attachment B](#))

Certification of the 21/22, 22/23, & 23/24 (Q2) Member Expense Report. Financial reports have been prepared by fiscal departments of both member agencies.

6.2 Resolution of Recognition and Appreciation ([Attachment C](#))

Adoption of the Resolution of Recognition and Appreciation to acknowledge the work of Sofia Ramirez Gelpi, who has provided years of effective guidance and leadership to the Consortium.

6.3 ELL Healthcare Pathways Grant Round 2

Approve participation in Round 2 of the CAEP ELL Healthcare Pathways Grant funding project. Member agency LASCC will complete the grant application and will serve as the participating member agency and fiscal agent for the two-year project.

6.4 CAEP 2024-2025 Annual Plan ([Attachment D](#))

Approve the 2024-2025 Annual Plan, which is a continuation of the prior two years' plans. This will be the final year of the Consortium's Three-Year Plan.

7. Consortium Other Business

A. Member Magazine Project for SB County Consortia

Member agencies collaborating on another magazine promotion to be mailed out summer 2024. The magazine will have a design similar to last year's but have updated member agency information.

B. Promotional Project for CAEP Narrative Arc and Stakeholder Narratives

Member agencies are reviewing a collaborative project for a CAEP Leadership- and Legislative-aligned Narrative Arc and stakeholder narrative project that will illustrate the benefit of member agencies' CAEP Adult Education programs. This project will develop a unique regional portrait and narrative for the Consortium's region, addressing specific talking points that the Legislature and CAEP Leadership are interested in reviewing from Consortia.

C. Public Input for Consortium Planning

To help the Consortium prepare for its upcoming Three-Year Planning process, public input sessions will occur

immediately following today’s publicized meeting.

D. Future Meeting Dates 2024 2025

Recommended meeting dates are listed on this meeting agenda along with the CAEP deliverable due dates for the 2024-2025 school year.

E. CAEP Funds Carryover AB 1491 Review

Pursuant to AB 1491, CAEP member agencies and Consortia will be tracking carryover of CAEP funds (CAEP funds spending threshold remains at 30 months). Agencies and Consortia carrying over 20% of funds will be flagged and will prepare Corrective Action Plans. Technical Assistance may be provided by the CAEP TAP office. In cases where Consortia feel it is warranted, Consortia may reassign carryover from one member agency to another.

Member agencies of the AHLUEC have maintained carryover for various reasons, such as staffing shortages and internal processes, and strive to expend their funds in a timely manner. Other Consortia have experienced conflict with member agencies and carryover, but AHLUEC has not.

Ongoing reporting of member and Consortium carryover is included with Consortium Fiscal Reporting.

8. Adjournment

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Elaine Webber at (805-742-3100). Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting. Meeting documents are available at member agencies.

*Public comment forms are available, and public comment of up to three minutes is offered to members of the general public at Regular meetings during Public Comment and upon discussion of Agenda items. Members of the public may comment at Special Meetings for up to three minutes on Agenda items. If you are unable to attend and wish to make public comment, contact Elaine Webber at (805-742-3100). The CAEP Consortium Public Meetings are scheduled quarterly.

Topic: Allan Hancock and Lompoc Unified Adult Education Consortium. Join Zoom Meeting

<https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

Meeting ID: 896 1232 8605 Passcode: 141103

One tap mobile +16699009128,,89612328605#,,,,*141103# US (San Jose) +16694449171,,89612328605#,,,,*141103# US

Meeting ID: 896 1232 8605 Passcode: 141103 Find your local number: <https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

CAEP Deliverables and Due Dates	Consortium Meeting Date
<p>May / June 2024</p> <ul style="list-style-type: none"> Jun 1: 21/23 and 23/24 Member Expense Report due in NOVA (Q3) Jun 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) * Jun 30: End of Q4 <p>August 2024</p> <ul style="list-style-type: none"> Aug 15: Annual Plan for 2024-2025 due in Nova 	<p>May 30, 2024</p>
<p>September 2024</p> <ul style="list-style-type: none"> Sep 1: 22/23 and 23/24 Member Expense Report due in NOVA (Q4) Sep 1: 23/24 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 Three Year Planning & Update 	<p>August 22, 2024</p>

<p>October 2024</p> <ul style="list-style-type: none"> • Oct 30: 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA * • Oct 31: Student data due in TOPSPro (Q1) • Oct 31: Employment and Earnings Follow-up Survey • Three-Year Planning & Update 	<p>September 26, 2024</p>
<p>December 2024</p> <ul style="list-style-type: none"> • Dec 1: July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium * • Dec 1: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1) • Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1) • Dec 31: End of Q2 • Three-Year Planning & Update 	<p>November 14, 2024</p>
<p>January 2025</p> <ul style="list-style-type: none"> • Jan 31: Student Data due in TOPSPro (Q2) • Jan 31: Employment and Earnings Follow-up Survey 	
<p>February 2025</p> <ul style="list-style-type: none"> • Feb 28: Preliminary allocations for 2025-26 and 2026-27 released by this date. • Three Year Planning & Update <p>March 2025</p> <ul style="list-style-type: none"> • 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) * • Three-Year Planning & Update 	<p>February 27, 2025</p>
<p>April 2025</p> <ul style="list-style-type: none"> • Apr 30: Student Data due in TOPSPro (Q3) • Apr 30: Employment and Earnings Follow-up Survey • May 1: CFAD certified by Consortia in Nova • Three-Year Planning & Update 	<p>March 27, 2025</p>
<p>June 2025</p> <ul style="list-style-type: none"> • Jun 20: CAEP Three-Year Plan Due 	<p>May 22, 2025</p>

ATTACHMENT A: APRIL 2, 2024 MINUTES

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.CAEP Meeting MINUTES

.Date: April 2, 2024

.Time: 11:30 a.m.

.Zoom Meeting ID: 896 1232 8605

.Passcode: 141103

The meeting will be available for both regional consortium locations via Zoom and at the following physical locations for each member agency:

<https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVlNWE1VGtHRGUxME8xODJvZz09>

Allan Hancock College, 800 S. College Drive, Santa Maria, CA 93455

Lompoc Adult School and Career Center 320 N J Street, Lompoc, CA 93436

Allan Hancock and Lompoc Unified Adult Education Consortium

Board Members: Dr. Sofia Ramirez Gelpi (AHC), Tom Lamica (AHC), Elaine Webber (LUSD), Brian Jaramillo (LUSD)

Meeting Chair: Dr. Sofia Ramirez Gelpi

1. Call to Order

The meeting was called to order at 11:33 a.m.

2. Roll Call & Establishment of Quorum

Roll called with the following members present: Lamica, Webber, Ramirez Gelpi. Jaramillo absent. Quorum established.

3. Approval of Agenda

On a motion by Lamica seconded by Webber, the board approved the agenda.

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

4. Public Comment and Entity Comment – None

5. Approval of Minutes

On a motion by Lamica seconded by Webber, the board approved the following minutes:

- December 24, 2023

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

6. Action Items

On a motion by Lamica seconded by Webber the board approved the following:

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

6.1 21/22, 22/23 & 23/24 Member Expense Report Q2

Certification of the 21/22, 22/23, & 23/24 (Q2) Member Expense Report with agency prepared financial report.

Roll call vote: Ayes: Jaramillo, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

6.2 Approval of the Consortium Fiscal Administration Declaration (CFAD) for 2024-2025

Approve the Consortium Fiscal Administration Declarations (CFAD) for 2024-2025 as presented. Total CAEP budget is \$2,047,404 an increase of \$15,442. Pursuant to CAEP guidelines, the funding will be allocated to each member agency in accordance with established percentage practice of the consortium: \$857,199 to member Allan Hancock College and \$1,190,205 to Lompoc Unified Adult School. Should there occur later COLA/budget revisions by the state, the Consortium will file a Consortium Allocation Amendment to accept the change and incorporate it into member budgets.

6.3 Approval of Member Allan Hancock College Capital Outlay Plan

23/24 – Purchase of an automatic transmission truck (projected cost at \$50,500) to provide more effective instruction for Class B license training. As the number of instructors increase, so is demand for the automatic truck, and purchasing a second one will alleviate the scheduling and DMV testing conflicts. Approval of Capital Outlay as well as any necessary budget uncertification and certification in Nova.

6.4 Consortium Bylaws Update

Approval of CAEP recommended clarifying to Consortium Bylaws. The changes pertain to carryover and member effectiveness guidance.

7. Consortium Other Business

A. Member Magazine Project for SB County Consortia

The board discussed a collaboration with member agencies on another magazine promotion for summer 2024. Quotes from vendors have been requested, and member agencies are discussing the particulars of the project.

B. Public Input for Consortium Planning

The board discussed ongoing efforts to inform the upcoming Three-Year Planning process. Public input sessions occur immediately following today's publicized meeting. Member agencies continue to collect input from other stakeholders, including students, staff, employers and partner agencies.

C. Future Meeting Dates

April 25, 2024 (May not be necessary. TBD)

June 27, 2024 (Move up earlier June or to May if fiscal departments have Q3 reports finalized)

D. CAEP Funds Carryover AB 1491 Review

The board discussed CAEP and legislative expectations with carryover. Although other consortia experience disagreement over carryover funds, the AHLUEC Consortium has experienced no internal issues with carryover.

8. Adjournment. The meeting was adjourned at 11:48 a.m.

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ATTACHMENT B: 21/22 and 22/23 and 23/24 Member Expense Report (Q3) Certified

5/29/24, 11:06 AM

NOVA: California Adult Education Program Fiscal Reporting 01 Allan Hancock College Consortium

California Adult Education Program
Fiscal Reporting

Produced: May 29, 2024, 06:06 PM UTC - By Elaine Webber

01 Allan Hancock College Consortium

Consortium Summary | Total Expenditures: \$0 Total Allocation: \$2,031,963 Total Carryover: \$2,031,963 (100%)
Carryover Compliance 

Allan Hancock Joint CCD 2023-24 Q3

Submitted by Lompoc Adult School and Career Center Elaine Webber

Approved by Lompoc Adult School and Career Center Elaine Webber

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$6,302	\$30,541	20.63%	\$101,802	6.19%	\$95,500
2000 - Non-Instructional Salaries	\$140,276	\$209,607	66.92%	\$698,689	20.08%	\$558,413
3000 - Employee Benefits	\$53,612	\$135,609	39.53%	\$452,029	11.86%	\$398,417
4000 - Supplies and Materials	\$42,433	\$54,994	77.16%	\$183,314	23.15%	\$140,881
5000 - Other Operating Expenses and Services	\$78,537	\$68,635	114.43%	\$228,782	34.33%	\$150,245
6000 - Capital Outlay	\$129,385	\$44,024	293.9%	\$146,747	88.17%	\$17,362
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$26,021	\$22,600	115.14%	\$75,334	34.54%	\$49,313
Totals	\$476,566	\$566,009	84.2%	\$1,886,697	 25.26%	\$1,410,131

Member Carryover Compliance Status

Description: The Member Carryover Compliance Status table shows how the member's spending is tracking against the allocations for the displayed fiscal year(s) based on expenditures entered as of the time of viewing.

Expenditures: A negative value indicates that current fiscal year spending has not begun, as there are still unused funds from previous fiscal years.

Carryover Amount & Carryover %: If current fiscal year spending has not yet begun (a negative Expenditures amount), Carryover Amount will remain equal to Allocation and Carryover % will remain 100%.

Fiscal Year	Allocation	Expenditures	Carryover Amount	Carryover %	Carryover Threshold %	Locked
2023-24	\$850,734	-\$559,397	\$850,734	100%	N/A	-

Additional Comments

Not Entered

Lompoc Unified
2023-24 Q3

Submitted by Lompoc Adult School and Career Center Elaine Webber

Approved by Lompoc Adult School and Career Center Elaine Webber

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$297,149	\$633,009	46.94%	\$959,104	30.98%	\$661,955
2000 - Non-Instructional Salaries	\$170,309	\$174,895	97.38%	\$264,993	64.27%	\$94,684
3000 - Employee Benefits	\$150,207	\$261,106	57.53%	\$395,615	37.97%	\$245,408
4000 - Supplies and Materials	\$9,772	\$62,838	15.55%	\$95,209	10.26%	\$85,437
5000 - Other Operating Expenses and Services	\$58,442	\$186,781	31.29%	\$283,001	20.65%	\$224,559
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$34,294	\$65,931	52.01%	\$99,896	34.33%	\$65,602
Totals	\$720,173	\$1,384,560	52.01%	\$2,097,818	34.33%	\$1,377,645

Member Carryover Compliance Status

Description: The Member Carryover Compliance Status table shows how the member's spending is tracking against the allocations for the displayed fiscal year(s) based on expenditures entered as of the time of viewing.

Expenditures: A negative value indicates that current fiscal year spending has not begun, as there are still unused funds from previous fiscal years.

Carryover Amount & Carryover %: If current fiscal year spending has not yet begun (a negative Expenditures amount), Carryover Amount will remain equal to Allocation and Carryover % will remain 100%.

Fiscal Year	Allocation	Expenditures	Carryover Amount	Carryover %	Carryover Threshold %	Locked
2023-24	\$1,181,229	-\$196,416	\$1,181,229	100%	N/A	-

Additional Comments

Resolution of Recognition and Appreciation

WHEREAS, the Allan Hancock and Lompoc Unified Adult Education Consortium (AHLUAEC) has been fortunate to have a dedicated staff committed to the mission of the Consortium, and

WHEREAS, a member of that staff is now about to embark on new adventures in life away from the Consortium, and

WHEREAS, we, as members of the AHLUAEC Executive Board wish to extend our utmost appreciation for the work that staff has done to make education a positive and successful experience for the students of our Consortium Region, and

WHEREAS, the Board wishes to extend our sincere best wishes for every happiness in the future to staff who will be leaving the Consortium,

NOW THEREFORE BE IT RESOLVED, that the AHLUAEC Executive Board recognizes and appreciates the service of staff departing the Consortium:

Sofia Ramirez Gelpi

and wishes staff well in all future endeavors, and, further, that this resolution of Appreciation and Support be duly recorded and spread across the minutes of the AHLUAEC Executive Board on this 30th day of the month of May in the year 2024.

Ayes: Nays: Abstentions:

To this Resolution we set our hands:

Thomas Lamica
Thomas Lamica (May 20, 2024 15:33 PDT)
Thomas Lamica

Brian Jaramillo
Brian Jaramillo (May 26, 2024 18:29 PDT)
Brian Jaramillo

Elaine Webber
Elaine Webber (May 27, 2024 07:00 PDT)
Elaine Webber

ATTACHMENT D : CONSORTIUM ANNUAL PLAN DRAFT 2024 2025

01 Allan Hancock and Lompoc Unified Adult Education Consortium

CONSORTIUM APPROVED

2023-24

Plans & Goals

Executive Summary

This Allan Hancock and Lompoc Unified Adult Education Consortium (AHLUAEC) Strategic Plan identifies the opportunities for the growth of existing educational programs, potential development of new programs, and regional opportunities for collaboration to serve the Consortium Region better. The AHLUAEC Consortium represents an area of about 2,100 square miles, with five chartered cities, several unique non-incorporated communities, and a diverse population. Two member organizations compose the Consortium: Allan Hancock College Joint Community College District (Allan Hancock College or AHC) and Lompoc Adult School and Career Center (LASCC), Lompoc Unified School District (LUSD). The Northern Santa Barbara County Region is a diverse socio-economic area distinct demographically and economically from Southern Santa Barbara. While the Santa Ynez Valley region enjoys considerable wealth and prosperity, the more populated areas of the Consortium region (Santa Maria, Guadalupe, Lompoc) are characterized by struggling local economies, higher than average unemployment, low graduation rates, a large number of English as second language learners, low literacy rates and pockets of extreme poverty. According to recent CAEP regional demographic data, English language learners and adults without a high school diploma comprise the most significant single sectors of Northern Santa Barbara County's potential adult education population (27% and 26%, respectively, with some overlap). In addition, when combining the underemployed population and those potentially benefiting from upskilling, specifically looking at the population identified as having some to no college, the potential adult education population increases by an additional 57%. According to the CAEP Data and Reporting Tool, the estimated adult population of the AHLUEC Consortium region is approximately 202,332 people. Santa Barbara County Association of Governments (SBCAG), in its Regional Growth Forecast 2050 Santa Barbara County Report (1), projects the Consortium region's population to increase by 32% through 2050. Santa Maria is a top city in the South-Central Coast Region, leading year-over growth. Regional demographic data compiled by the CAEP Data and Reporting Tool shows that the Consortium features 26% of adults achieving less than a high school diploma, surpassing the statewide average of 18%. The region also features a high percentage of adults (17%) living in or near poverty. Two areas where the consortium regional data exceeds state averages and indicates regional need include adults with no high school diploma and adults with limited English proficiency. Statewide, approximately 17% of adults have no high school diploma, compared to 25% of adults in the consortium region. Adults with limited English skills account for 9% of the population statewide but 16% of adults in the consortium region.

The AHLUAEC's vision aligns with the state's goal to address the evolving needs of individuals and communities by providing all adults with the knowledge and skills necessary to participate effectively as productive citizens, workers, and family members. The efforts of the AHLUAEC focus on equitably meeting regional needs in the most effective ways, including the following: addressing gaps in services, ensuring seamless transitions to post-secondary education and the workforce, expanding and refining student acceleration opportunities, enhancing professional development opportunities and leveraging partner and community resources. The AHLUAEC is charged with annually developing and implementing a regional education and workforce development plan for adults within the geographic boundaries of the Consortium.

Accomplishments made in the prior programming year include Annual Plan guided increases in transitions, learner gains, and enrollments. Gains in these three areas reflect a constant effort by member agencies to successfully implement our consortium's Annual Plan. Consortium enrollments increased by approximately 3.5%. Final numbers on transitions and learner gains increases are still pending; however, early data shows that our consortium has exceeded its Annual Plan goals for growth in these essential areas. Implementation of our consortium's Annual Plan included member agencies taking the following actions, for example: adding key personnel in support/counseling/instructional roles, expanding transition services, expanding marketing/enrollment/recruiting efforts, implementing measures at the instructional level to improve student gains, devising ways to enhance persistence and retention. A significant marketing effort drew together the two consortia of Santa Barbara County to collaborate on an Adult Education marketing evergreen production that will be mailed to 100,000 households by early August 2023.

Primary goals for the 2023-2024 programming are the same as for the prior year: increase student gains, enrollments, and transitions.

Regional Planning Overview

Members of the Consortium will continue to collaborate on effective program implementation, including development of career pathways and industry sector strategies with a variety of partners. This includes chambers of commerce as well as local employers, key industry representatives such as local healthcare providers, and agencies such as Santa Maria EconAlliance, Goodwill Industries, Workforce Collaborative, Santa Barbara Workforce Development Board, and Tri-Counties Regional Center Community Development.

Additionally, member agencies will focus on new partnerships and new/expanded programming that supports the mission of the Consortium.

Meeting Regional Needs

Regional Need #1

Gaps in Service / Regional Needs

Regional needs include employment sector needs to include the following:

- Farm jobs are forecast to remain steady long-term. In this regard, the cannabis industry has the potential to be a source of continuing employment in this sector.
- Construction jobs are projected to increase as housing starts to recover, and long-term infrastructure spending surges.
- Computer and information sector jobs are projected to grow as internet activities surge. Professional and Business Service and Education and Health Care jobs will continue their above average growth trends and account for a large share of future job growth in these forecasts.
- Government jobs are projected to grow but at a slower pace.
- The number of self-employed workers is projected to increase due to the gig economy.

How do you know? What resources did you use to identify these gaps?

Current indicators were collected from sources including the following and will be used to measure success. In addition, member agencies will measure utilizing in-place tools such as matriculation data, CASAS testing data, etc. Workforce Development Board. Local Plan, Santa Barbara County Association of Governments (SBCAG) Regional Growth Forecast, Santa Barbara County, BW Research Santa Barbara County, University of California Santa Barbara Impact Project , U.S. Census Bureau Reports, Employment Development Department Projections, CAEP Online Reporting Tool.

How will you measure effectiveness / progress towards meeting this need?

The following will be used to measure success: in-place tools such as matriculation data, MIS, CASAS testing data, reports, surveys, Student Outcomes reports, etc.

Local data deriving from the following will be used to guide effectiveness strategies: Workforce Development Board Local Plan, Santa Barbara County Association of Governments (SBCAG) Regional Growth Forecast Santa Barbara County, BW Research Report for Santa Barbara County, University of California Santa Barbara Impact Project , U.S. Census Bureau Reports, Employment Development Department Projections, CAEP Online Reporting Tool.

Members of the Consortium will collaborate on program implementation, including development of career pathways and industry sector strategies with a variety of partners. This includes chambers of commerce as well as local employers and agencies such as Santa Maria EconAlliance, Goodwill Industries, Workforce Collaborative, Santa Barbara Workforce Development Board, and Tri-Counties Regional Center Community Development. Consortium leadership also participates in regional projects, most recently the America Recovery Plan (ARPA) Good Jobs Grant Project with Santa Barbara, San Luis Obispo, Fresno, and King Counties.

Address Educational Needs

2023-24 Strategies

Strategy Name

Student Gains

Activity that Applies to this Strategy

Increase Number of Students Achieving Gain

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Member agency EL instructors will continue to meet in PLC with the goal of increasing the number of students achieving a level gain. For each semester, EL instructors will meet a minimum of four hours per month in PLC to review data and plans to improve student learning, creating collective teacher efficacy. Lead EL instructor and administration will conduct data skills sessions for 2 of the 4 monthly PLC hours to improve staff data skills. Increase number of EL students achieving a learning gain by 2% over baseline year 2022-2023.

Improve Integration of Services & Transitions

2023-24 Strategies

Strategy Name

Quarterly Meetings

Activity that Applies to this Strategy

Quarterly Meetings to Improve Services, Transition

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Consortium will conduct quarterly sessions to discuss and explore effective options that improve integration of services and transitions. Increase transitions by 2% over baseline 2022-2023 transitions.

Improve Effectiveness of Services

2023-24 Strategies

Strategy Name

Student Meetings

- 1 Activity that Applies to this Strategy

Student One on One Meetings for Improved Retention

Metrics that Apply to this Activity/Strategy

- Student Barriers: English Language Learner (AE 305 - Overall)

Strategy Description

To improve students achieving a level to indicate learning gain status, instructors/counselors will conduct a one-on-one at semester intake and at benchmark testing events such as CASAS to establish and review student goals, testing outcomes, plans to improve performance, etc. Improve number of students persisting/retained and demonstrating gain of 2% over baseline year of 2022-2023.

Fiscal Management

A narrative justifying how the planned allocations are consistent with the annual adult education plan which is based on your CAEP 3-year plan.

Allan Hancock College and Lompoc Adult School partnered to ensure the broadest implementation of the plan elements, designing surveys and feedback forms, implementing such tools within each organization, and providing an opportunity for ongoing improvement teams to review and provide comments/recommendations at the member agency level. Additionally, city offices within our Region, such as the City of Lompoc, Santa Maria, etc., assisted local employers with the survey implementation by facilitating connection to the area's largest employers. The Chambers of Commerce helped promote the surveys through their online newsletters and member updates.

An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2023-24.

The Consortium Governing Body meets regularly to discuss allocation of funds, recognizing the multiple funding streams of each Member, including such items as federal and local grants, Perkins, etc. The Consortium maintains its commitment to ensuring funds allocations that meet the community needs of the Consortium Region. Furthermore, the Consortium anticipates adding staffing/expanding pathways and services through upcoming projects.

Certification

Allan Hancock Joint CCD - Member Representative

Sofia Ramirez Gelpi
Dean, Academic Affairs
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(805) 922-6966 ext: 3325

Thomas Lamica
Interim Dean
thomas.lamica@hancockcollege.edu
(616) 238-3990

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