

Adult Education Block Grant : Annual Plan : 2018-19 Produced: Aug 15, 2018, 10:00 PM UTC Action Taskman

30 Mendocino-Lake CCD

Plans & Goals - Consortium Approved

Executive Summary

Mendocino Lake Adult and Career Education's (ML ACE) mission is to collaborate and share resources across historical and institutional boundaries to provide adults in our region seamless and integrated educational and career pathways and services with multiple opportunities for successful entry and exit. Our three year plan describes the creation of these seamless and integrated pathways which have occurred or will occur in multiple ways. In 2017-18, ML ACE held a successful "Curriculum to Career Summit" that included member agencies faculty, support agencies that offer services to our adult population, college CTE instructors and industry representatives from three high growth industry sectors in Mendocino and Lake Counties. Outcomes from the summit led to the piloting of a 21st Century Soft Skills workshop, which was offered to adult & career education students in Mendocino & Lake Counties, in collaboration with our local WIOA supported agency. Another outcome from the summit was the revision of a healthcare pathway mapping guide to include student support services which was then widely distributed to all agencies in our counties. In 2017-18 ML ACE continued to fill gaps in services in the region by adding a new member and implementing new high school diploma programs in Round Valley and Willits and adding classes for HiSet prep and ESL in Ft. Bragg and Round Valley. In the area of seamless transitions and accelerated learning, a certificate program was developed and implemented for Adults with Disabilities at Mendocino College. For professional development, we participated in regional data and accountability workshops, webinars and presented at the AEBG annual summit. In 2018-19 ML ACE will work to expand classes at agencies by offering more high school equivalency test prep courses, basic computer skills (non-credit) courses, and home health aide and in-home care provider courses. ML ACE will continue to work with local workforce agencies to implement a common referral system and will hold our 2nd Annual Curriculum to Career Summit to complete the rapid asset mapping of our identified industry sectors. We will continue to work with industry partners to explore more offerings in healthcare and construction. We will expand our transition services at adult school locations with the addition of a student success coordinator.

Regional Planning Overview

Our consortium holds regular monthly meetings and will designate time in those meetings to complete a review of our current three year plan. Attendance and participation from all members at these meetings, will facilitate the use of performance and outcome data from TopsPro to capture the strategies that are working well for students and identify those that are not. The result of which will be the development of a new 3 year plan that addresses the areas lacking improved performance. This process will be enhanced from the previous planning process because there are more members and partner agencies involved.

Meeting Regional Needs

Regional Need #1

Gaps in Service / Regional Needs

Create opportunities to learn through work place experiences including partnering with employers to develop , coordinate and align student internships.

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

Continued to meet with machinist industry companies in the greater Ukiah Area. Medical pathways alliance workgroup met monthly to review and discuss student work experience placements and the need for more collaboration with clinical settings.

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

Number of adults participating in work based experiences and internships/externships. Data monitoring.

Regional Need #2

Gaps in Service / Regional Needs

Improve access and alignment of HSE/HSD throughout the region based on best practices.

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

Created classes in Kelseyville, Ukiah, Round Valley, Ft. Bragg and Anderson Valley.

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

Number of participants and passing rates. Data monitoring.

Regional Need #3

Gaps in Service / Regional Needs

Develop adult education program for parents to help their K-12 students.

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

From current year progress and review of this program, it was identified as a continued need.

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

Enrollment numbers and certificate recipients; ongoing attendance; exit survey results

Regional Need #4

Gaps in Service / Regional Needs

Offering of a CNA course in Mendocino County

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

Through advisory committee meetings, industry employers requested we offer the course in our region to fill the high demand for CNA's in their facilities. We are collaborating with local employers and regional CNA educational company to offer the course in Ukiah, pending California Dept of Health approval.

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

Monitoring of job vacancies in our region, successful completion of students in current program and placement in to jobs.

Regional Need #5

Gaps in Service / Regional Needs

Identify gaps and redundancies in services and ensure that students have equal access to programs both physically and electronically in Lake and Mendocino Counties.

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

Agencies completed internal assessments and submitted proposals to fund new programs that previously did not exist including HiSet testing center, HiSet prep in English, High school Diploma courses, CNA, Home Health Aide and Phlebotomy

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

Comparison of programs across all geographical regions to ensure access to core AEBG programs for all students in the district (if population size justifies cost).

Gaps In Service

New Strategies

Strategy #1

Finish rapid asset mapping at our C2C Summit to identify additional gaps in our pathways from the adult school level courses through CTE at the college and in to the workforce. This will include partner agency programs (e.g. WIOA funded programs).

Strategy #2

Continue to use the newly developed Mendocino College ESL and HiSet prep curriculum to expand community college courses that can be offered at adult school locations.

Strategy #3

Use the newly developed non-credit basic computer skills curriculum at the college to offer courses at the adult school locations, which will serve as an on-ramp to the Business Information Worker CTE certificate at Mendocino College.

Seamless Transitions**New Strategies****Strategy #1**

Continue to offer new literacy prep ESL class at UUSD and other adult school locations that is aligned with beginning level ESL at the college.

Strategy #2

Offer new non-credit basic computer skills courses that are an on-ramp into the college Business Information Worker certificate at the college

Strategy #3

Based on the guidance from state AEBG policy white paper on data and accountability, align assessments and placement tests across delivery systems.

Strategy #4

Use the 2nd annual C2C Summit to identify all assets that exist in our current pathways from Adult School level courses through CTE at the college and into the workforce. Use these maps to identify priorities to create seamless transitions from MLACE programs through post-secondary and into the workforce.

Student Acceleration**New Strategies****Strategy #1**

Expand the I-Best model/ contextualized ESL beyond Auto at the college (E.G. ESL for restaurant workers)

Strategy #2

Explore the college allowing pre-requisite credit for the R.N. program for completion of short term medical certificate programs at MLACE partner locations.

Professional Development**New Strategies****Strategy #1**

Notify partners of professional development training that are open to any partner staff to attend and promote TAP webinars and other AEP resources on the website, caadulted.org.

Strategy #2

Utilize set aside funding to send member agency representatives to the AEP Summit.

Leveraging Resources

New Strategies

Strategy #1

Use the 2nd annual C2C summit to identify how partner agencies can best work together to utilize each others existing programs rather than creating redundant services.

Strategy #2

Braid college apportionment with AEBG funding to expand course offerings at Adult School locations

Fiscal Management

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

ML ACE created an internal mini-grant giving process for non-MOE funds. We call these "project based funds". Over the past year, ML ACE Agencies have submitted proposals for on-going programs/projects. These projects we then reviewed and approved (or revised or denied). The implementation of these process gives MLACE significant over site of the funds, allows us to know what each other are doing and ensures internal accountability. However, this delayed the initial spending of our project based funds. We are on track to spend our funds before the ultimate deadline each year.

An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2018-19.

We will be spending remaining 17-18 funds for project based funding and 18-19 funds for previously MOE funds. We will completely spend 17-18 funds by June 30, 2019.

Certification

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