

## 02 Antelope Valley Regional Adult Education Consortium

CONSORTIUM APPROVED

2023-24

### Plans & Goals

#### Executive Summary

The consortium's primary focus for the upcoming year will be centered around expanding and reopening all programs and implementing strategies to increase enrollment. Efforts are underway to expand the availability of ASE classes across the region and enhance the range of CTE offerings. Ensuring a safe and responsible learning environment is of utmost importance, while also addressing any barriers that prevent students from attending school for extended periods.

To achieve these objectives, the consortium has outlined the following action points for their plan:

- AVAERC will adopt a new student information system to ensure reporting is accurate and systems are secure.
- AVAERC will continue to leverage the online registration system, streamlining the enrollment process.
- AVAERC will execute a specialized marketing plan for Adult Education, aimed at raising community awareness.
- AVAERC will upgrade technology as required across all programs, facilitating student access to the consortium's resources.
- AVAERC will maintain and enhance distance learning platforms, enabling students to participate in remote learning.
- AVAERC will forge partnerships with regional agencies, with the aim of expanding educational opportunities.
- AVAERC will invest in upgrading the existing AVUHSD facilities, creating safe, secure, and high-quality learning environments.

Each of these initiatives directly aligns with the objectives outlined in the consortium's three-year plan.

#### Regional Planning Overview

We remain dedicated to progressing toward the goals outlined in our three-year plan. We are pleased to announce that Antelope Valley Adult Education has received a six-year WASC Accreditation and will undergo a comprehensive review in the 2023-2024 school year. This self-study process allows us to identify both areas of strength and areas that require improvement, aligning them with the action items specified in our three-year plan.

Moreover, the consortium is actively engaged in building meaningful partnerships with the community and state organizations to support the implementation of our plan. By leveraging these partnerships, we aim to raise awareness about the availability of adult education programs in our region. Furthermore, we are actively working on establishing relationships that will provide future apprenticeship opportunities for our community members. To facilitate referrals of potential students to Antelope Valley Adult Education, we will continue listing our programs on I-Train, thereby enhancing collaboration with our community partners.

The AVAERC convenes regularly to assess the needs of the region and devise strategies to meet those needs effectively. Through these ongoing meetings, we ensure that our actions remain responsive to the evolving requirements of our community.

### Meeting Regional Needs

#### Regional Need #1

##### Gaps in Service / Regional Needs

There is a need for an increase in low-cost career training program offerings.

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

The existence of this gap was initially recognized during community forums conducted while developing the original Adult Education consortium plan. In these forums, community members were asked to express their priorities for the region and highlight areas requiring attention. A recurring and overwhelming concern voiced by the community was the lack of adult Career and Technical Education (CTE) programs. Over the years, addressing this issue has consistently remained the region's top priority.

Furthermore, local partners such as AJCC (America's Job Centers of California), GAIN (Greater Avenues for Independence), DOR (Department of Rehabilitation), and others have also acknowledged the need for career training opportunities for their participants. Presently, the region only has one adult school, with a limited number of career training programs being offered. According to the AV Edge 2023 Round Table Report, approximately 14% or around 75,000 adult learners in the region lack a high school diploma or equivalency, along with additional training requirements. As a result, addressing this gap and expanding adult CTE programs will remain a top priority moving forward, in order to meet the needs and aspirations of the community.

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

Success will be measured in the following four ways: 1. Introduction and access to new programs. 2. An increase in overall enrollment in CTE programs. 3. Creating programs where students can earn certifications and programs with stackable certifications. 4. Students gaining employment and/or apprenticeships.

### **Regional Need #2**

#### **Gaps in Service / Regional Needs**

There is a need for additional Adult Secondary Education (ASE) Programs.

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

The AV Edge 2023 Round Table Report, indicates that the region's population is over 530,000 people and approximately 14% of adult learners have not earned a high school diploma/equivalency or sufficient job training. 840 students are enrolled in ASE programs as of July 2023.

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

Effectiveness will be measured by the number of courses offered across the region and the number of enrolled students. Further, the number of credits earned toward a diploma, the number of equivalency exams passed including the number of passed sections, and the number of total graduates from Antelope Valley Adult Education.

### **Regional Need #3**

#### **Gaps in Service / Regional Needs**

There is a need for the expansion of ESL programs.

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

The AV Edge 2023 Round Table Report, indicates that 30.59% of our community members do not speak English as their primary language, and the majority of those residents primarily speak Spanish at 29.93%. 374 students are enrolled in ESL programs as of July 2023.

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

Effectiveness will be measured by the number of courses offered across the region and the number of enrolled students. Additionally, the number of gains earned, the number of students completing the program, and the number of students who are dually enrolled or transition to a Career Technical Education Program or higher education programs.

### **Regional Need #4**

#### **Gaps in Service / Regional Needs**

The region needs additional programs for adults with disabilities.

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

Antelope Valley Adult Education is the only provider of Adult Education in the region. 89 students are enrolled in programs for SWD as of July 2023. The Antelope Valley Union High School district is the largest high school district serving the region. They have well over a thousand students that would qualify for these programs once they exit high school.

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

Effectiveness will be measured by showing a growing number of adults with disabilities enrolled in the programs. Also, effectiveness will be measured by increasing the number of students that complete the program and gain employment in the community.

**Address Educational Needs****2023-24 Strategies****Strategy Name**

Strategy #1.a- Technology & Safe/Secure Learning Environment

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

All programs offered by the consortium have been outfitted with a technology base that will allow students to access the curriculum, and meet with instructors and counselors from home or school. Technology will continue to be upgraded as equipment becomes obsolete or software/hardware needs to be upgraded to meet the needs of the students in our region. Additionally, facilities will be upgraded to ensure a safe and secure learning environment for students that are outfitted with the necessary equipment and resources to ensure success.

**Strategy Name**

Strategy #1.b-Technology & Safe/Secure Learning Environment

**Activity that Applies to this Strategy**

EL Learners and CTE Pathway

**Metrics that Apply to this Activity/Strategy**

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

**Strategy Description**

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**Strategy Name**

## Strategy #1.c-Technology & Safe/Secure Learning Environment

### Activity that Applies to this Strategy

Successful Completion of HSD and HSE Programs

### Metrics that Apply to this Activity/Strategy

- Success: Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)

### Strategy Description

All programs offered by the consortium have been outfitted with a technology base that will allow students to access the curriculum, and meet with instructors and counselors from home or school. Technology will continue to be upgraded as equipment becomes obsolete or software/hardware needs to be upgraded to meet the needs of the students in our region. Additionally, facilities will be upgraded to ensure a safe and secure learning environment for students that are outfitted with the necessary equipment and resources to ensure success.

## Strategy Name

Strategy #2.a- Professional Growth

### Activity that Applies to this Strategy

Comprehensive Career and Education Planning

### Metrics that Apply to this Activity/Strategy

- All: Adults who Became Participants (AE 202 - Overall)

### Strategy Description

Adult Education specific professional development is being offered to all personnel to ensure they are current on policy, procedures, curriculum, and trends in adult learning. Professional Learning Communities along with three calendared student-free days have been established. These days are designed specifically to allow instructors time for professional growth and development, data collection and analysis, and program planning. This includes how to maximize and develop high-quality distance learning and blended learning models.

## Strategy Name

Strategy #2.b- Professional Growth

### Activity that Applies to this Strategy

EL Learners and CTE Pathway

### Metrics that Apply to this Activity/Strategy

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

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### Metrics that Apply to this Activity/Strategy

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### Strategy Name

Strategy #3.a-Delivery of Instruction & Assessments

### Activity that Applies to this Strategy

Comprehensive Career and Education Planning

### Metrics that Apply to this Activity/Strategy

- All: Adults who Became Participants (AE 202 - Overall)

### Strategy Description

In our community, travel is a major barrier to attaining students' educational and career goals. By increasing the availability of distance learning components, the needs of our region can be met. All programs have opportunities for students to access the curriculum and their instructors through distance learning. Extended hours on Saturdays have also been implemented for the testing center to meet the needs of our community which rely on that resource. Remote testing will be implemented for additional availability for testing online.

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### Strategy Name

Strategy #3.b-Delivery of Instruction & Assessments

### Activity that Applies to this Strategy

EL Learners and CTE Pathway

### Metrics that Apply to this Activity/Strategy

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

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### Strategy Name

Strategy #4.a-Timing of Access to Curriculum

### Activity that Applies to this Strategy

Comprehensive Career and Education Planning

### Metrics that Apply to this Activity/Strategy

- All: Adults who Became Participants (AE 202 - Overall)

### Strategy Description

A new student information system is being implemented, thus allowing students to enroll without being required to be in person. This system will create an unlimited number of students who can register at a time. In turn, the decreased time in the enrollment process will allow students to access the curriculum quicker.

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### Strategy Name

Strategy #4.b-Timing of Access to Curriculum

**Activity that Applies to this Strategy**

EL Learners and CTE Pathway

**Metrics that Apply to this Activity/Strategy**

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

**Strategy Description**

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**Strategy Name**

Strategy #4.c-Timing of Access to Curriculum

**Activity that Applies to this Strategy**

Successful Completion of HSD and HSE Programs

**Metrics that Apply to this Activity/Strategy**

- Success: Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)

**Strategy Description**

A new student information system is being implemented, thus allowing students to enroll without being required to be in person. This system will create an unlimited number of students who can register at a time. In turn, the decreased time in the enrollment process will allow students to access the curriculum quicker.

**Strategy Name**

Strategy #5- Students with Disabilities

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

The consortium, in conjunction with the AVUHSD WE CARE Program, created a program for adults with disabilities to gain real-world on-the-job experience. Students work a set number of hours for AE and are paid through WE CARE funds.

**Improve Integration of Services & Transitions**

**2023-24 Strategies**

**Strategy Name**

## #1.a- Access to Student Support Team

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

Every division within Adult Education has now implemented a system that enables students to schedule virtual meetings, providing them with the option of face-to-face interaction, in addition to in-person or phone conversations. This expanded availability fosters a positive school environment and establishes a stronger connection between students and Adult Education, ultimately contributing to their overall success

**Strategy Name**

#1.b- Access to Student Support Team

**Activity that Applies to this Strategy**

EL Learners and CTE Pathway

**Metrics that Apply to this Activity/Strategy**

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

**Strategy Description**

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**Activity that Applies to this Strategy**

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**Metrics that Apply to this Activity/Strategy**

- Success: Participants Who Earn a High School Diploma or Equivalency (AE 633 - Overall)

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**Strategy Name**

Strategy #2.a- Goal Meetings

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

To ensure the success of every student, instructor-led goal meetings are conducted, addressing various aspects of their educational journey. One significant topic covered in these goal meetings is the opportunity for students to dual-enroll or pursue further education upon program completion, particularly within our Career Technical Education programs. As the year progresses, there will be an expansion of course offerings, resulting in increased opportunities for students to seamlessly transition and explore new pathways.

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**Strategy Name**

Strategy #2.b- Goal Meetings

**Activity that Applies to this Strategy**

EL Learners and CTE Pathway

**Metrics that Apply to this Activity/Strategy**

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

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### Strategy Name

Strategy #3.a- Build Relationships

### Activity that Applies to this Strategy

Comprehensive Career and Education Planning

### Metrics that Apply to this Activity/Strategy

- All: Adults who Became Participants (AE 202 - Overall)

### Strategy Description

The consortium actively seeks to establish strong relationships with a range of local, regional, and state partners. These partnerships will be leveraged to enhance awareness, boost enrollment, and generate new opportunities for our students. By collaborating closely with these partners, we aim to create a supportive network that empowers our students and maximizes their educational prospects.

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### Strategy Name

Strategy #3.b- Build Relationships

### Activity that Applies to this Strategy

EL Learners and CTE Pathway

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### Strategy Name

Strategy #3.c- Build Relationships

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Successful Completion of HSD and HSE Programs

**Metrics that Apply to this Activity/Strategy**

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**Strategy Description**

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**Improve Effectiveness of Services****2023-24 Strategies****Strategy Name**

Strategy #1.a- Multi-Tiered System of Support

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

To enhance the effectiveness of our programs, we will leverage tools such as MyOneFlow, Blackboard, and other communication platforms. Additionally, we will implement a multi-tiered system of support along with a dedicated student support team. These additional measures are designed to accelerate program completion, reduce student dropouts due to non-attendance, and improve overall program retention rates. By providing comprehensive support, we aim to ensure that our students receive the assistance they need to succeed and thrive in all our programs.

**Strategy Name**

Strategy #1.b- Multi-Tiered System of Support

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### Strategy Name

Strategy #2.a- Data Analysis & Trends

### Activity that Applies to this Strategy

Comprehensive Career and Education Planning

### Metrics that Apply to this Activity/Strategy

- All: Adults who Became Participants (AE 202 - Overall)

### Strategy Description

To enhance the effectiveness of our services, we will continuously analyze and interpret data across all divisions and programs. This analysis will encompass a comprehensive examination of current labor trends at the regional, state, and national levels. By staying informed about the evolving employment landscape, we can ensure that our services remain aligned with the needs of the job market, enabling us to better support our students in their career goals.

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**Strategy Name**

Strategy #3.a- Professional Development

**Activity that Applies to this Strategy**

Comprehensive Career and Education Planning

**Metrics that Apply to this Activity/Strategy**

- All: Adults who Became Participants (AE 202 - Overall)

**Strategy Description**

To foster professional growth and development, all staff members will be offered the opportunity to participate in professional development sessions organized by AE (Adult Education), AVUHSD (Antelope Valley Union High School District), as well as various regional and state-level organizations. Additionally, they will have the chance to attend conferences, enabling them to learn and share best practices with their peers.

Furthermore, every teacher will be required to create a personalized professional growth plan, highlighting their specific areas for growth and outlining actionable steps to facilitate their development. These plans will be reviewed and discussed with their evaluator, ensuring ongoing support and alignment with individual growth objectives.

**Strategy Name**

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**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.**

AVAERC remains dedicated to providing services to a wide range of community members in our region. Our primary focus will be on increasing awareness, enrollment, expanding program offerings, and ensuring student retention. To achieve these goals, we will implement targeted marketing campaigns throughout the region. Additionally, we will develop and introduce new programs in suitable facilities, while also investing in facility upgrades to ensure a safe and secure learning environment for our students.

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

To advance toward our goals, the consortium will utilize carry-over funds to enhance all aspects of our adult education programs. These funds will be allocated towards various initiatives, including the addition of a new facility, the improvement

of existing facilities to ensure safety, the upgrading of technology as needed across all programs, and the expansion of staffing to directly serve and support our students and marketing to attract new students to emerging and existing programs.

Some of the expenditures will be one-time expenses such as the purchase of a new building that will meet regional needs, support workforce development aligned with industry requirements, and ensure the long-term operation of the consortium. By strategically utilizing these funds, we can strengthen our programs, address the evolving needs of our community, and foster sustained growth for years to come.

## Certification

### Antelope Valley CCD - Member Representative

**Kathryn Mitchell**  
Dean Arts & Humanities  
kmitchell18@avc.edu

Approved by Kathryn Mitchell

07/12/2023 12:16 PM PDT

### Antelope Valley Union High - Member Representative

**Brandy Berryman**  
Accounting Analyst  
bberryman@avhsd.org  
(661) 483-2309

**Jo Morgan-Kim**  
Regional Director College/Career Prep & Adult Education  
jokim@avhsd.org  
(661) 483-2302

Approved by Jo Morgan-Kim

07/12/2023 10:02 AM PDT



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Community  
Colleges

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