

30 Mendocino-Lake CCD

Plans & Goals - Consortium Approved

Executive Summary

2019-20 Plans & Goals Mendocino Lake Adult & Career Education (ML ACE) implementation plan for the 2019-20 program year consists of the following goals from our 2019-2022 Strategic Plan: 1. Identify, develop and expand offerings of non-credit Mendocino College curriculum in the priority pathways, 2. Improve enrollment in existing programs based on community needs data, 3. Create and implement strategies that improve the sustainability of our health care programs, 4. Improve the ease with which our students connect to outside support agency services, 5. Complete pathway maps in the priority industry areas, 6. Continue to collect, analyze and improve the accuracy of our student data, 7. Improve student retention rates from enrollment to completion of educational goals, and 8. Equitably fill program gaps throughout consortium. ML ACE approved the 2019-20 allocations to its member agencies, which included an increase to our newest member, Upper Lake Unified School District (ULUSD), and aligned these allocations to our goals listed above. The mission of our consortium is to collaborate and share resources across historical and institutional boundaries to provide adults in our region equitable, seamless and integrated educational and career pathways and services with multiple opportunities for successful entry and exit. As we continue to effectively collaborate to support this mission, we have accomplished some of our targeted goals, but not all. We worked through the 2018-19 program year with an interim half time Director. This temporary reduction in leadership and oversight time impacted our ability to maintain progress on some of our program goals around gaps in services, seamless transitions, and student acceleration. We are currently working through the process to hire a permanent full time consortium Director and look forward to accomplishing more goals in 2019-20. 2018-19 Accomplishments ML ACE held a successful "2nd Annual Curriculum to Career Summit" that included member agencies faculty, support agencies that offer services to our adult population, college Career Technical Education instructors and industry representatives from three high growth industry sectors in Mendocino and Lake Counties. Outcomes from the summit led to curriculum development in both the Construction and Business industry pathways. Another outcome from the summit was the improved partnership with our regional Workforce Development Board (WDB), the Workforce Alliance of the North Bay. Two of our member agencies are now voting members on the two local advisory boards represented by our district and the regional board now sends a representative to our monthly meetings. ML ACE continued to fill gaps in services in the region by adding a new voting member and implementing a new high school diploma program in ULUSD. In the area of seamless transitions and student acceleration, we hired three Outreach & Support Specialists and assigned them to our three most rural member agencies to support the student enrollment, intake and assessment process as well as outreach and promotion of program offerings to the community. For professional development, we participated in regional data and accountability workshops, webinars, the CASAS Summer Institute, the CCAE Annual Conference and hosted two local trainings in collaboration with TAP and OTAN.

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 and MIS to capture the strategies that are working well for students and identify those that are not. The result of which will be the ongoing adjustment of our current 3 year plan that addresses the areas lacking improved performance.

Meeting Regional Needs

Regional Need #1

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?

Through our community data review using the American Community Survey 2017 data, it was identified that we have the highest percentage of adults without a high school diploma or high school equivalency in the northern regions of Lake County. (Upper Lake, Nice, Lucerne)

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

Student enrollment and outcome data (high school diplomas achieved) and data monitoring.

Regional Need #2

Gaps in Service / Regional Needs

Offering of a CNA course in Lake & 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 continue to collaborate with local employers to offer the course in Ukiah, pending California Dept of Health approval. Lake County Office of Education continues to work with local employers to complete a contract for student clinical placements.

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

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

Regional Need #3

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 used current allocated funds to support new programs that previously did not exist including high school diploma courses and the development of construction course curriculum and intermediate level computer course curriculum.

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

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

Gaps In Service

New Strategies

Strategy #1

Create and offer a construction corps program for adults in Lake and Mendocino Counties

Strategy #2

Expand Mendocino College non-credit classes at adult ed. locations for ESL (incl. Home Health Aide), HiSet prep and beginning computers.

Strategy #3

Create and offer short term intermediate non-credit computer classes (Microsoft Office Suite)

Strategy #4

Pilot medical scribe program for potential ongoing offering

Strategy #5

Offer Basic Math for Trades as a non-credit MC course

Seamless Transitions

New Strategies

Strategy #1

Provide students access to academic guidance services

Strategy #2

Provide pathway presentations in appropriate adult ed courses to build awareness and help students stay connected

Strategy #3

Finish Business pathway map with inclusion of career centers as part of the student services

Strategy #4

Finish Construction/Trades pathway map with inclusion of career centers as part of the student services

Student Acceleration

New Strategies

Strategy #1

Connect our students to wrap around services needed for academic success

Strategy #2

Embed service providers at adult school locations including CareerPoint

Strategy #3

Create work based learning opportunities in our priority pathways

Professional Development

New Strategies

Strategy #1

Data workgroup meetings reviewing agency DIR, table summary and other applicable reports from TE or Launchboard.

Strategy #2

Attend annual CAEP Summit, CASAS Summer Institute and other regional workshops and webinars that align to our strategic plan.

Leveraging Resources

New Strategies

Strategy #1

Implement Community Pro Suite (CPS) with participation from CareerPoint agencies

Strategy #2

Continue outreach to agency partners to provide integrated services and leverage resources

Strategy #3

Create and utilize an instructional services agreement template with Adventist Health

Strategy #4

Combine healthcare advisory committees into one meeting for all programs

Strategy #5

Continue annual marketing plan with the regional marketing firm, Pacific Sky

Strategy #6

Hire Outreach & Support Specialists to serve Anderson Valley, Ft. Bragg and Covelo areas

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.

ML ACE created an internal mini-grant allocation process for non-MOE funds. We call these "project based funds". Over the past three years, ML ACE Agencies have submitted proposals for on-going programs/projects. These projects we then reviewed and approved (or revised or denied). In November of each program year, member agencies provide a detailed presentation to the consortium that shows how the allocated funds are spent and aligns the expenditures to our annual plan. The implementation of these processes gives ML ACE significant oversight of the funds and ensures internal accountability.

An approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2019-20.

Each member agency provides their internal plan for spending down their carry-over funds, which must include strategies that are aligned with our current annual plan, at our November monthly meeting. Our policy includes language that ensures the agency can only spend the funds on current approved programs and activities from the original approved project based proposals or previously MOE funds.

Certification

Anderson Valley Unified - Member Representative

Noor Dawood

ndawood@avpanthers.org

(707) 895-5295

Maggie Von Vogt

Coordinator

mvonvogt@avpanthers.org

(707) 895-5295

Approved by Noor Dawood

2019-08-16

Fort Bragg Unified - Member Representative**Coni Belli**cbelli@fbusd.us

(707) 961-3610

Arlissa Tupper

Budget Analyst

atupper@fbusd.us

(707) 961-3526

Gabriel Madrigal

Outreach Support Specialist

gmadrigal@mendocino.edu

Approved by Arlissa Tupper

2019-08-09

Kelseyville Unified - Member Representative**Joe Del Prete**joed@kvusd.org

(707) 279-4923

Timothy Gill

Director, Student Support Services

tgill@kvusd.org

(707) 279-1511

Lynn Thomasson

District Business Manager

lthomasson@kvusd.org

(707) 279-1511 ext: 1005

Approved by Timothy Gill

2019-08-13

Lake Co. Office of Education - Member Representative**Denise Shannon**

Assistant Director of Fiscal Services

dshannon@lakecoe.org

(707) 262-4110

Cynthia Lennersclenners@lakecoe.org**Beth Hampson**

Education Specialist

bhampson@lakecoe.org

(707) 263-8918 ext: 261

Approved by Beth Hampson

2019-08-09

Mendocino Co. Office of Education - Member Representative

Jesse Damian

jdamian@mcoe.us

(707) 467-5103

Tami Mee

tme@mcoe.us

Approved by Tami Mee

2019-08-09

Mendocino-Lake CCD - Member Representative

Debra Polak

dpolak@mendocino.edu

(707) 468-3068

Judy Harwood

jharwood@mendocino.edu

(707) 467-1015

Joe Atherton

Director of Fiscal Services

jatherton@mendocino.edu

(707) 468-3067

Christy Pedroncelli-Smith

Principal Ukiah Adult School

cpedroncelli@uusd.net

(707) 463-5217

Amanda Xu

axu@mendocino.edu

Approved by Christy Pedroncelli-Smith

2019-08-09

Round Valley Unified - Member Representative

... ..

Mark Smith

msmith@rvusd.us

Mike Gorman

mgorman@rvusd.us

Kym Daley

kdaley@rvusd.us

Monica Gowan

Outreach Specialist

mgowan@mendocino.edu

(707) 405-0072

Approved by Monica Gowan

2019-08-19

Ukiah Unified - Member Representative

Penny Lauseng

Chief Business Official

plauseng@uusd.net

(707) 472-5011

Kati Aguilar

Director of Fiscal Services

kaguilar@uusd.net

(707) 472-5013

Christy Pedroncelli-Smith

Principal Ukiah Adult School

cpedroncelli@uusd.net

(707) 463-5217

Scott Paulin

Director of Alt Ed

spaulin@uusd.net

(707) 472-5062

Approved by Christy Pedroncelli-Smith

2019-08-09

Upper Lake Unified - Member Representative

Brian Figg

bfigg@ulusd.org

Lloyd Coatney

scoatney@ulusd.org

Michael Kauble

mkauble@ulusd.org

Approved by Brian Figg

2019-08-09

Willits Unified - Member Representative

Jeffrey Ritchley

jeffritchley@willitsunified.com

(760) 401-6597

Nikki Agenbroad

Director of Fiscal Services

nikkia@willitsunified.com

(707) 453-5314 ext: 1108

Approved by DR Jeffrey Ritchley Ed.D.

2019-08-15



California
Community
Colleges



2019 © California Community Colleges

NOVA Site Version: [4.8.9](#)