



LARAEC Executive Board

Minutes- Regular Board Meeting

Wednesday, June 1, 2022

9:00 AM – 12:00 PM

Via Zoom

Executive Board Members in		Point Person Team Members		Staff	
Wendy Heard, Burbank USD	X	Yanira Chavez, BUSD	X	Lanzi Asturias, Project Director	X
Veronica Montes, Culver City USD	X	Ruth Morris, CCUSD	X	Michele Stiehl, Advisor	X
Dr. Ryan Cornner, LACCD	X	Dr. Adrienne Ann Mullen, LACCD	X	Justin Gorence, Advisor	X
Joseph Stark, Los Angeles USD	X	Men Le, LAUSD	X	Lourdes Enriquez, Budget Analyst	X
Dr. Angel Gallardo, Montebello USD	X	Benedetta Kennedy, MUSD		Teresa Plaza, Secretary	X

<p>1 Call to Order</p>	<p>Mr. Stark agreed to take over leading the meeting because of technical issues with Dr. Gallardo’s Zoom audio. Mr. Stark called the meeting to order at 9:04 AM with quorum. Note: For all votes, Dr. Gallardo indicated his vote as “yes” visually by making a thumbs-up gesture.</p> <p>1.1 Pledge of Allegiance</p> <p>a. Ms. Heard led the group in the Pledge of Allegiance.</p>	<p>Mr. Stark Ms. Heard</p>
	<p>1.2 Adjustments to the Agenda – The Board president will announce any requests for adjustments to the meeting agenda</p> <p>a. Mr. Stark explained that he had a hard out at 10:00 AM and asked for voted items to be moved up on the agenda. He so moved and Ms. Heard seconded. Mr. Asturias clarified that a roll call vote was not necessary, just agreement from the other board members, which was achieved.</p> <p>b. Dr. Cornner called a point of personal privilege and reiterated that this would be his last board meeting. He introduced Dr. Nicole Albo-Lopez, who would be taking over his role at LACCD as the Interim Vice Chancellor of Educational Programs and Institutional Effectiveness. She will also be approved to be seated on the LARAEC board as the LACCD representative.</p> <p>c. Mr. Stark welcomed Dr. Albo-Lopez and thanked Dr. Cornner for his leadership and collaboration and wished him luck in his new role at Glendale Community College.</p> <p>1.3 Approval of the Agenda</p> <p>a. Mr. Stark requested that the action items under item 6 be moved to right after public comment in item 2. Mr. Asturias suggested that they have a brief description of the plan before</p>	

	<p>being voted on, which Mr. Stark agreed to. The agenda was amended to address items 4.3, 6.1, and 6.2 after item 2.</p> <ul style="list-style-type: none"> b. Ms. Montes moved to approve the agenda as amended. Dr. Cornner seconded. c. The board voted unanimously to approve the amended agenda. <p>1.4 Items for Future Agendas</p> <ul style="list-style-type: none"> a. There were no items for future agendas. 	
	<p>1.5 Approval of the Minutes</p> <ul style="list-style-type: none"> a. Regular Board Meeting: May 18, 2022 <ul style="list-style-type: none"> i. Ms. Montes moved to approve the minutes from the May LARAEC regular board meeting. Dr. Cornner seconded. ii. The board voted unanimously to approve the minutes. 	
<p>2 Public Comment</p>	<p>No public comment at this time.</p>	<p>Ms. Stiehl</p>
<p>4.3 Summary of LARAEC Three Year Plan</p>	<ul style="list-style-type: none"> a. Ms. Stiehl explained that there were two versions of the Three Year Plan made and attached to the board members' packets: one that was the official version uploaded to NOVA and the state website, and the other is a "Coffee Table Version" designed to summarize the plan in an easily digestible form for LARAEC stakeholders. The Coffee Table Version allows for graphics and charts, which the NOVA version does not because of the website submission interface. She would be summarizing the NOVA version. b. Ms. Stiehl gave an overview of the 5 sections of the Three Year Plan: Assessment, CAEP Metrics, Objectives, Activities, and Funds Evaluation. <ul style="list-style-type: none"> i. Ms. Stiehl took the board through the preparation and evaluations done as part of the Assessment section to assess the state of adult education in the region, as well as LARAEC needs. ii. Ms. Stiehl then presented on the metrics provided and required by the CAEP Office, divided into consortium-wide metrics and district metrics. iii. Ms. Stiehl presented and explained the Objectives of LARAEC's Three Year Plan and the Activities designed to align with each of the overall Objectives. c. Ms. Stiehl then introduced an overview of the Coffee Table Version of the Three Year Plan, explaining that it is designed to be more digestible to stakeholders while also providing graphics and context for the decisions made to formulate it. d. Ms. Montes thanked the LARAEC team for their work on the plan and especially on the Coffee Table Version. Ms. Stiehl shouted out the Culver City crew who were the editors of the document, notably one of their counselors and their Assistant Principal Ruth Morris. e. Mr. Stark also shouted out the LARAEC team and Point Person Team for their hard work, relating an anecdote about finding the 	<p>Ms. Stiehl</p>

	2013/2014 Three Year Plan and remarking on how far LARAEC has come in the interim.	
6 Action Items	<p>6.1 Approve LARAEC 2022-2025 Three Year Plan</p> <ul style="list-style-type: none"> a. Mr. Stark requested to bundle items 6.1 and 6.2. The board agreed. b. Dr. Cornner moved to approve the bundled items. Ms. Montes seconded. c. There was no discussion d. The board voted unanimously to approve items 6.1 and 6.2. <p>6.2 Approve LACCD out-of-state travel request for GED conference</p>	Mr. Stark
3 Budget Updates	<p>3.1 Annual Plan due date moved from August 15 to September 14, 2022.</p> <p>Mr. Asturias noted that in each of the previous votes, Dr. Gallardo has visually indicated his “aye” vote by giving a thumbs-up.</p> <p>Mr. Asturias introduced Ms. Enriquez, but she was barely audible, and so he took over the report. He explained that due dates for the items in item 3 were moved up a month because of the combined challenge and workload of formulating the Three Year Plan and the Annual Plan.</p> <p>3.2 Budget and Work Plan due date moved from September 30 to October 30, 2022</p> <p>3.3 Consortium certification of Budget and Work Plans moved from October 30 to November 30, 2022</p>	Mr. Asturias Ms. Enriquez
4.1 Summary of LARAEC Three-Year Plan student survey results	<ul style="list-style-type: none"> a. Ms. Stiehl gave an overview of the LARAEC 3YP student survey, explaining that they had the raw data for it available for anybody who wanted it, and that they will be sending the final version of the survey out to everyone. <ul style="list-style-type: none"> i. She explained that they had pulled out some key points from the survey, which surveyed 6261 students. The survey questions fell into roughly four categories: Barriers, Support, Access, and Participation. ii. Ms. Stiehl then explained each category and the primary questions from each, while also explaining how those aligned with board recommendations in each area. 	Ms. Stiehl
4.2 Summary of LARAEC Three-Year Plan staff survey results	<ul style="list-style-type: none"> a. Mr. Gorence gave an overview of the LARAEC 3YP staff survey, reiterating that they would send the final, complete survey out to everyone. <ul style="list-style-type: none"> i. He explained the four categories of the staff survey, which surveyed 536 members: Technology Needs, Instructional Support, Concerns/Priorities, and Innovation and Inspiration. ii. Mr. Gorence then explained each category and the primary questions from each, while also explaining how 	Mr. Gorence

	those aligned with board recommendations in each area.	
5 Public Comment	No public comment at this time.	Mr. Gorence
7 Announcements	<p>Next Board Meeting: August 17, 2022</p> <p>Location: Zoom Meeting</p> <p>Mr. Stark wished Dr. Cornner well and again welcomed Ms. Sabo-Lopez to the team. He wished the LARAEC board, team, and stakeholders a wonderful summer.</p>	
8 Adjourn	Mr. Stark adjourned the meeting at 9:45 AM.	Mr. Star