

December LB Meeting
12/12/2025 | 9am-12pm
PAAS
Cubberly
4000 Middlefield Road
I Building
Palo Alto, CA 94303

Friendly reminder: the school hosting will be responsible for note taking (if needed, agenda will be sent to whomever will be doing it.)

Attendees: Jim, Lynn, Connor, Lori, Teresa, Valerie, Julie, Jon; DeAnza reps unable to attend

Operational Topics (9:00- 9:45am)

1. General Updates (9:00-9:20am) (facilitator: Jenée)
 - a. Trainings
 - i. Dec 18 (12pm) ELL Healthcare Pathways Virtual Open Office Hours - December 2025
 - b. Due dates
 - i. **Dec 15:** July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
 1. **Dec 19:** certified by Consortia
 - c. Agency Updates: (10 minutes) Each agency get 2 minutes
 - i. What does the LB need to know from your agency?
 1. PAAS: testing registration will open next week; only 100 slots available
 2. MVLA: still doing a lottery for ESL that is working well
 - a. Increase in #'s of students who are asking for reference from the school for their court dates
 3. FUHSD: testing 300 in January; Citizenship is record high enrollment request
 - a. First on-campus US History class for ASE students begins 8Jan26 with 13 FUHSD + 3 PAAS
 4. FH: ICE-related--advising faculty to close the doors
 - a. Workforce Panels are reviewing pathways to determine which certificates can be condensed into 15-week cert. courses
 - i. FH piloting with CHW, possibly accounting
 5. DeAnza: not here today
 - ii. Do topics arise for future agenda items?
2. Voting Item (9:20-9:45) → Move to Jan. meeting when members from all 5 institutions can be present
 - a. RDA housing "shared pot of money": (30min) (facilitator: Jenée)
 - i. Our Director-contract model was set up 7 years ago & is unusual in CAEP
 - RDA can do it, is this for a flat admin fee of \$1000
 - Outcome: LB conducts rounds of fist to 5 voting to come to consensus.

- If yes, how much Money (Potential Total: \$10,000) & Start in 2025-26 or 2026-27
- If no, what would you like to see changed?
- **Question:** is there a sample contract we can review to determine what questions we have?
- **NSCCC Question:** What alternatives are there to the \$1000 for administering the grant for this service (i.e., what are other consortia doing)?

Strategic Topics: (9:45- 11:45am)

3. Director: Observations from the Field: (9:45–10:15am)
 - a. Pre-Apprenticeship (AS) & Apprenticeships (CC) Opportunities
 - b. FH is applying for 5 apprenticeship grants (2 types--implementation & expansion)
 - i. Implementation: AI, K-12 wellness coach
 - ii. Expansion: ECE, non-destructive testing, adv manufacturing
 - iii. Only active pre-apprenticeship is with KCI re: adv manufacturing
 - c. DA has automotive & ECE
 - d. Local building unions do not want apprenticeships b/c they have enough applicants
 - e. Opportunity in ECE that could tie into existing parenting classes
 - f. Which institutions are interested in moving forward with pre-apprenticeships
 - g. Apprenticeship vs. internship → apprenticeship means that student is hired by the business & pays hours for the training
 - h. ECE: front-load the classes then place them into apprenticeships
 - i. Some employers want “front-loading” & others want the tandem model
 - j. Healthcare is a challenge b/c the accreditor or hospital does not want to pay b/c of the liability... models are breaking down due to shortages
 - i. Psych Tech & Behavioral Tech has been at the forefront
 - k. Do we want to move this conversation to the next stage (i.e., more conversations)?
 - i. Consortium level?
 - ii. CC + 1-2 AS level?
 - iii. ??

Break:10:15-10:30am

4. Leadership Board Projects (10:30–11:45)) (facilitator: Jenée)

GOAL: Develop strategic level workforce partnerships: help each other identify and executive on those opportunities.

- FH will do college classroom videos for HC courses with the goal of humanizing the instructors
- CTE Team
 - What are the opportunities in these pathways?
 - What are CC's asking for in this pathway?
 - What links or support (curricular) is needed for students to get there?

If time additional Operational Topic:

2. If time:Follow Up on LB-Director Effectiveness Notes **January meeting**

- Develop a guiding process for project management (e.g., outcomes, milestones, deliverables, timelines), as well as a standardized template for reporting on the team's progress.
 - Is this something the board wants to work on out of context? Or do they want it contextualized within a consortium team / project team?
 - outcomes, milestones, deliverables, timeline have been created for the [CTE Project Team](#) in a pre-meeting planning meeting.

5. Closing Out meeting (15min) (facilitator: Jenée)

- Did we accomplish what we set out for this meeting? [We appreciated the new format](#)
- Anything for the January meeting?
 - Regional Networking Event Feedback Debrief (facilitator: Jenée) (30-60 min)
 - [Voting on the RDA contract](#)
 - [Feedback from Fall Stakeholders Meeting](#)
 - [Update from CTE Project Team](#)
 - [State- & federal-funding / ELL HCG](#)
 - [Front-load the ELL HCG R3 planning](#)