LB Meetings
2026-27

Meeting Values: Start/End on time; Come prepared, receive materials ahead of time; Create a safe space to offer differing opinions, Remaining open to discussions

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August LB Meeting
August 20, 2026
9:00am - 12:00pm
De Anza College

Attendees: Julie, Lori, Thomas, Aaron, Katrina, Brittany

Operational Topics (9:00- 10:00am pm)

Approve July Agenda/Minutes: Approve

Introductions

Trainings

8/27 12pm ELL Healthcare Pathways Virtual Open Office Hours
9/2 1pm CAEP Accountability Overview 2026-27 (adult school focus)
9/10 9am (in person) From Data to Direction: Navigating the New CAEP Fact Sheets and DataVista 3.0 (Bay Area Regional Training)

Due dates

- **Sep 1:** 25/26 Member Expense Report due in NOVA (Q4)
    - **Sep 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q4) *
    - **Sep 30:** End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm

- **Sep 1:** 26/27 Certification of Allocation Amendment due in NOVA
    - Updated CFAD Doc
    - Amendment info

17	Foothill De Anza / NSCCC	De Anza College	2026-27	Direct Funding	College	$281,508	$1,264	$282,772
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17	Foothill De Anza / NSCCC	Fremont Union High	2026-27	Direct Funding	High School District	$3,823,647	$17,172	$3,840,819
17	Foothill De Anza / NSCCC	Mountain View-Los Altos Union High	2026-27	Direct Funding	High School District	$4,660,415	$20,930	$4,681,345
17	Foothill De Anza / NSCCC	Palo Alto Unified	2026-27	Direct Funding	Unified School District	$2,035,953	$9,143	$2,045,096
	Total					$11,083,031	$49,773	$11,132,804

- **Sep 30:** 26/27 Member Program Year Budget and Workplan due in NOVA

Agency Updates: Each agency gets 2 minutes (What does the LB need to know from your agency?)

- Newsletter
  - CAEP Newsletter re: our Dual Enrollment program
    - Include in newsletter- yes highlight
  - FUHSD PreSchool presenting at CAEP summit
  - Add LVN job description
- De Anza College
  - New VP of Workforce Innovation and Economic Advancement Aaron Korngiebel
  - Two new EWRT 501A & 501B English language support designed for adult ed transitioning student
    - 6 week courses (Fall , Winter, Spring)
    - Recruit high level esl students who might not be returning to the adult school
    - Recruit spring high level esl students planning on transitioning in the summer/fall of the next year
    - Flyers are available
- FUHSD
  - CAEP Summit Presentation: Bright Beginnings Preschool (K12 Success) will be there!
  - Dual Enrollment
    - Will be offering World History for Fall 2026 (Desirie will send out more information. Also planning to offer USH in Winter 2026, DA permitting).
    - GOAL ESL (25?) in Spring
  - Still looking for LVN Applicants - add to newsletter
  - Carryover this year...
- Palo Alto
  - New Principal: Annora Lee
- MVLA
  - Annual Back to School In-service on 8/10/26 - Jenee presented an NSCCC overview workshop, Presented the IET model to the whole school, and exploring Welcome Center at MVLA
  - IET pathways are proving to be a success- Highest CNA pass scores in 20 years (100% pass rate for Skills, 98.5% Written, 100% passrate on NCCT for MAs

    - ESL Placement Testing this week
    - Upcoming integrated education and training classes starting on September 8th
        - Medical terminology (morning)
        - Medical office (evening)

- Foothill College
    - Nury is back
    - Valerie is BACK!!
    - Nancy is starting a new Health Science Program in Fall 2027
        - Neuro Diagnostic Training (NDT)
            - Technicians that apply notes to neuro scans, sleep studies,
            - Two year program
            - In-process of creating pathways to program
            - Fall 2027
                - 400 applications for 30 positions available
        - Aggressive cancellation for low enrollment- 2 weeks out
            - 3 weeks out- anything under 5 (8/24)
            - Under 17 in-person & under 23 online (8/31)
                - Get history students in by 8/31

Director Updates:

- CCC Apply is changing, now will change to CCC Start
    - Both Foothill and De Anza are participating in Wave 1.
    - Any info for adult schools?
        - When trainings come, we will be notified. Janie can offer that PD for the TST
        - Look into how supplemental questions will work
- ELL Grant
    - Round 2 extension
        - ~~YES to~~ extension (check with Jenee)
            - Last email I got was on 7/20. Sent an email requisition an update.
            - Does anyone else have any info? No
    - Round 3 funding: Any updates?? No
- CAEP Summit in Santa Clara Request for student participation & any gov/business connection with adult ed experience/history
    - Next planning meeting with CAEP TAP on 8/31

LB Updates

Co-Chairs

- It is recommended that, as we have already started this year, to keep the continuity of having Julie and Valerie as co-chairs for this academic year, and new co-chairs can be chosen in June for the 2027-28 AY.

LB meetings for the 26-27 school year

- Confirm how many consortium events we'd like to hold for 2026-27
    - Date for Fall External Regional Workforce Networking Event?
        - Yes, September strategic and set date
    - SUMMIT DATE: Friday, March 19th 2027

- HOLD: Friday, September 25th 2026 @ 1:00 - 4:00p?
    - Location: FUHSD: Room 3 in the main building (Lunch will be provided)
        - Park in any spot not labeled "staff" (AdultEd or blank = OK)
    - Member Expense reports in this meeting
    - Start planning External Workforce Networking Event??
- HOLD: Friday, October 23rd 2026 @ 1:00 - 4:00p
    - Location: MVLA
- HOLD: Friday, November 20th 2026 @ 9:00 - Noon
    - Location: Foothill/Sunnyvale
- HOLD: Friday, December 11th 2026 @ 9:00 - Noon
    - Location PAAS??
- HOLD: Friday, January 29th 2027 @ 9:00 - Noon
    - Location De Anza??
    - Member Summit Planning
- February meeting?
    - If needed– online meeting for Member Summit Planning
- HOLD: Friday, March 5th 2027 @ 9:00 - Noon
    - Location PAAS or MVLA??
    - Finalize any Summit Planning (19th)
- HOLD: Friday, April 30th 2027 @ 9:00 - Noon
    - Location: FUHSD
    - ~~Skip April?~~
- Will be skipping May for meeting date
    - Update on why
    - ~~Add May?~~
- HOLD: Friday, June 4th 2027 @ 9:00 - Noon
    - Location: Foothill/Sunnyvale
    - Work on Annual Plan in June

Strategic Topic: (10:00am- 12:00pm)

Break 10:05-10:20

CFAD Work: Set bylaw committee (Lori & Teresa) (10:20 -10:50am)

- charter & bylaws document
- Tasks by Sept. 18-ish (no later than Sept. 21):
    - Guiding Principles OR Board Bylaws Statement OR both/neither
        - Any GP's you want to keep / delete
    - Page 2: A2: are the "governing body" bullets appropriate? What we want?
    - Pgs 3-4: B2: CHOOSE YOUR TOP 5 by indicating via initials or comment your choices of bullets to KEEP for LB member roles/responsibilities
    - p. 4/Section C: yellow highlights
    - p. 6 yellow highlight
    - Section E: pulled from CAEP --> good to go?
    - Section F: do we want this? If so, thoughts on what draft language might look like?

What items below does the LB want to work on today?

ELL Healthcare Grant

Next steps: Jenée reaches out to Mayra and Jennifer for the round 3 rubric . We need to know what aspects of the application helped us get the funds: LVN? Welcome Center. This info will help us decide where to make cuts to the budget.

- Pathways:
    - Foothill Update on Intro to Health: offered at adult schools / as CPL / noncredit
        - A meeting is set between Foothill, FUHSD, and MVLA to discuss this.
    - LVN
- ELL Healthcare Case Management
    - Define what case management means to consortia
    - What does tracking look like to us as a consortia
    - Define role of TST, Case management

- Brainstorm pilots for cohort
    - Utilize Welcome Center as part of ELL grant
        - Define what it is, what does it look like, can we visualize what a chart would look like for a welcome center (i.e. visual blueprint)
            - Map out student journey
        - Where do the career navigators participate in this? How do they collaborate with us? TST? Instructors?
        - Timeline of when the Welcome Center will be hire
            - Anticipated start date: Year 1of ELL Round 3 Grant

        - What can they do based on their classification
        - Job duties must match with classification they are hired based on their title
        - Revisit last consortia meetings of what expectations are for welcome center coordinator (0.5 FTE)
    - NSCCC CHS Pathway Model Graphic

Areas to Revisit in Future Meetings:

Subcommittees:

- Member Survey/Eval- develop a survey (use CAEP comprehensive 3 yr plan survey as a guide)
    - Volunteers
    - ~~Moved to Strategic for the September meeting~~

Project teams

- Intentionality, timeline, goals/outcomes
- Shared goals between project teams → transparency & alignment
    - ESL Project Team - identify goals/deliverables for this team
        - **ESL adult school & CC faculty meet to discuss the onramp from Adv ESL/ABE/ASE into Eng C1000/ESL 5/ESL 26**
        - **Adult School ESL meets first to review CC outline [part of ongoing PD strategy]**
        - I.e Student enrollment
        - How to increase visibility of programs and support students
        - Reflect on supplemental courses as another layer of support
        - *How* can students know what support are available *and how* they can access those resources
        - What is the *why* for the students we target for our courses

Director Evaluation (December Meeting)

Timeline for Director evaluation to distinguish roles and responsibilities. When should this discussion happen?

- Need to cross-check what other job description/duties are similar to NSCCC Director position
    - If the consortium makes decision to increase pay amount, then job duties and descriptions needs to be evaluated and revisited (i.e. costs of living, COLA, etc.)

July Retreat Restructuring (revisit in April meeting)

What does a retreat look like for our consortia? Is this a topic to be looked at closer to the retreat or does the LB want to discuss it now?
