



**KERN ADULT EDUCATION CONSORTIUM
GOVERNING BOARD MEETING AGENDA
Monday August 3, 2026 (9:00 am – 10:00 am)**

Meeting information and link can be found on the KAEC website:

www.kernaec.com

The Kern Community College District strives to make reasonable accommodations in all its programs, services, and activities for all qualified individuals with disabilities. Notification of 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. Any individual who requires disability-related accommodations or modifications to participate in the Kern Adult Education Program Consortium Board meeting should contact Mitch Rosin at (708) 309-8556 or Mitch.Rosin2@gmail.com. (Government Code Section 54954.2) Any materials required by law to be made available to the public before a meeting of the Kern Adult Education Program Consortium Board can be inspected at the following address: Kern Community College District, 2100 Chester Avenue, Bakersfield, CA 93301 and on the Kern Adult Education Consortium website <http://www.kernaec.org>

IN PERSON LOCATION: This is a Zoom meeting.

ZOOM LINK: <https://us02web.zoom.us/j/86425454824>

1. CALL TO ORDER/ROLL CALL – Establishment of Quorum The meeting was called to order at:

Quorum Roll Call by Member District

Member District (Alphabetical)	Voting Member / Alternate	Location	In Attendance
Delano Joint Union High School	Julio Segura / Ben DeLeon	In Person	
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	151 N Main Street, Bishop, CA	
Kern CCD	Stacy Pfluger / Heather Ostash	In Person	
Kern County Superintendent of Schools	*Kierstin Webb	In Person	
Kern High	Scot Odlin / Jodi Loeffler	5801 Sundale Avenue, Bakersfield, CA	
McFarland Unified School District	Leonor Lopez / Nelly Cruz	In Person	
Mojave Unified School District	Victoria Davis / Cassie Hogan	3200 Pat Avenue, Mojave, CA	
Mono County Office of Education	Lyle Tavernier / Ana Danielson	400 Sierra Park, Mammoth Lakes, CA 80 Grace Terrace, Pasadena, CA	
Muroc Joint Unified School District	Kevin Cordes / David Ellms	17100 Foothill Avenue, North Edwards, CA	
Porterville Unified School District	Larriann Torrez / Denise Douglas	1414 W. Olive Avenue, Porterville, CA	
Sierra Sands Unified School District	April Moore / Jennifer Hayden	113 Felspar Avenue, Ridgecrest, CA	
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	126 S Snyder Avenue, Tehachapi, CA	
Wasco Union High School District	Marleni Maston / Kevin Tallon	In Person	

*Awaiting Paperwork

Partners in Attendance:

2. PUBLIC COMMENTS

At this time, the public may address the Board on any Open agenda items.

(Up to 5 minutes per speaker; a total of 15 minutes with an option of one 5-minute extension.)

There were no public comments submitted prior to the meeting.

3. ADDITIONS TO THE AGENDA

(Additions or changes can only occur when immediate action is required, which did not come to the attention of the Chair until after the agenda was posted; requires approval of 2/3 of all confirmed voting members; not applicable during special or emergency meetings)

Motion:

Moved by:

Second by:

Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

4. APPROVAL OF PRIOR MEETING MINUTES

4.1 Approval of Minutes: June 25, 2026

Motion: Approve the minutes from the June 25, 2026, KAEC Governing Board meeting.

Moved by:

Seconded by:

Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

5. ACTION ITEMS

5.1 Approve the 2026-2027 KAECE Annual Plan.

Motion: Approve the 2026-2027 KAECE Annual Plan.

Moved by:

Seconded by:

Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

5.2 Approve May Revise COLA Allocation Adjustment

KAEC 2026-2027 Final COLA Allocation				
Agency	2025-2026 Allocation	Proposed COLA	Proposed 2026-2027 COLA	Proposed 2026-2027 Allocation
Delano Joint Union High	\$1,806,706	2.87%	\$51,852	\$1,858,557
Inyo County Office of Education	\$245,841	2.87%	\$7,056	\$252,897
Kern CCD	\$1,658,378	2.87%	\$47,595	\$1,705,972
Kern High	\$13,726,981	2.87%	\$393,964	\$14,120,934
McFarland Unified	\$388,584	2.87%	\$11,152	\$399,736
Mojave Unified	\$384,771	2.87%	\$11,043	\$395,814
Mono County Office of Education	\$268,066	2.87%	\$7,693	\$275,759
Muroc Joint Unified	\$194,904	2.87%	\$5,594	\$200,497
Porterville Unified	\$1,929,692	2.87%	\$55,394	\$1,985,084
Sierra Sands Unified	\$291,087	2.87%	\$8,354	\$299,441
Tehachapi Unified	\$311,410	2.87%	\$8,937	\$320,347
Wasco Union High	\$343,132	2.87%	\$9,848	\$352,980
TOTAL	\$21,549,552		\$618,484	\$22,168,018

Motion: Approve Revise COLA Allocation Adjustment

Moved by:

Seconded by:

Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

5.3 Approve Contract Extension for Mitch Rosin (P2C Solutions) for \$75,500 effective July 1, 2026 – June 30, 2027.

Motion: Approve Contract Extension for Mitch Rosin (P2C Solutions) for \$75,500 effective July 1, 2026 – June 30, 2027.

Moved by:
 Seconded by:
 Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

5.4 Approve Contract Extension for Greg Hill Jr (WestEd) for \$60,000 effective July 1, 2026 – June 30, 2027.

Motion: Approve Contract Extension for Greg Hill Jr (WestEd) for \$60,000 effective July 1, 2026 – June 30, 2027.

Moved by:
 Seconded by:
 Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

6. REPORTS

6.1 Partner Updates:

Representatives will be invited to briefly share current program updates, partnership opportunities, and alignment with regional adult education strategies.

6.2 Member Updates:

Beginning August 2025, consortium member districts will provide brief, rotational updates at each board meeting to share local accomplishments, innovations, challenges, and opportunities.

6.3 Director's Report:

(The KAEK Consortium Director will provide updates on consortium-wide initiatives, state-level guidance, planning efforts, reporting timelines, and other relevant information to support member coordination and strategic alignment.)

6.3.a KAEK is currently compliant with state requirements for fiscal submissions for CAEP but not compliant for ELL Healthcare from Member Districts. KCCD is engaged with internal technical assistance.

6.3.b ELL Healthcare Pathway Grant – Appeal Denied by CCCCCO.

7. FUTURE AGENDA ITEMS

8. DISCUSSION ITEMS

8.1 CAEP Upcoming Due Dates:

August 2026

- Aug 15: Annual Plan for 2026-27 due in NOVA

September 2026

- 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: 26/27 Member Program Year Budget and Workplan due in NOVA
- Sep 30: End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm

October 2026

- Oct 30: 26/27 Member Program Year Budget and Workplan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPro (Q1)
- Oct 31: Employment and Earnings Follow-up Survey

November 2026

- Nov 14: Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.

December 2026

- Dec 1: 26/27 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

8.2 2026-2027 Governing Board and Steering Committee Meetings

2026-2027 Governing Board and Steering Committee Meeting Schedule	
July 2026 – No Meeting	January 15, 2027 – Governing Board and Steering Committee (Mid-Year Data/Fiscal Review)
August 3, 2026 – Governing Board	February 19, 2027 Steering Committee
September 18, 2026 – Steering Committee	March 19, 2027 – Steering Committee
October 16, 2026 – Steering Committee	April 16, 2027 – Governing Board (CFAD)
November 20, 2026 – Steering Committee	May 21, 2027 – Steering Committee
December 18, 2026 – Steering Committee	June 18, 2027 – Governing Board and Steering Committee (Annual Plan Retreat)

8.3 Carry Over Status – Two consecutive years of 20% or more = Technical Assistance

Member District	2024-2025	Q3 2025-2026	In Jeopardy of TA
Kern High	30%	59%	YES
McFarland	20%	47%	YES
Mono	26%	44%	YES
Muroc	100%	100%	YES
Sierra Sands	24%	43%	YES

8.4 KCCD Literacy Week

- September 14, 2026 – September 25, 2026

8.5 Mono COE Voluntary Relinquishment of Funds

- Mono COE is giving back \$20,000.00 to the Consortium. Per the Bylaws, this will be discussed at the next Steering Committee meeting. A recommendation will be made to the Governing Board based on primacy of Subregion applications.

9. UPCOMING PROFESSIONAL DEVELOPMENT OPPORTUNITIES

9.1 Conferences

- COABE The First-Year Advantage: Leading, Equipping & Empowering from Day One
– Virtual – August 11, 2026
- CWA Meeting of the Minds: Sept 8-10, 2026 – Monterey, CA
- ELL Healthcare State Convening – Irvine, CA – September 17, 2026
- CCCCCO Vision 2030 – Newport Beach, CA – October 7-9, 2026
- CCCAOE (College CTE) October 13-16, 2026 – Rancho Mirage, CA
- CAEP Summit – Santa Clara, CA – October 20-23, 2026
- CCEA (Southern/South Coast) – Palm Desert, CA – Nov 5-8, 2026
- State CTE Conference – Rancho Mirage, CA – November 18-20, 2026
- ACTE CareerTech VISION – New Orleans, LA – December 2-5, 2026
- ACSA (ongoing): <https://acsa.org/conferences/>
- Federal Grant Training (Information can be provided by D. McCauley)

10. ADJOURNMENT

Motion to Adjourn at:

Moved by:

Seconded by:

Final Resolution:

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	Julio Segura / Ben DeLeon			
Inyo County Office of Education	Randy Cook / Nikki Rae Hart			
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb			
Kern High	Scot Odlin / Jodi Loeffler			
McFarland Unified School District	Leonor Lopez / Nelly Cruz			
Mojave Unified School District	Victoria Davis / Cassie Hogan			
Mono County Office of Education	Lyle Tavernier / Ana Danielson			
Muroc Joint Unified School District	Kevin Cordes / David Ellms			
Porterville Unified School District	Larriann Torrez / Denise Douglas			
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott			
Wasco Union High School District	Marleni Maston / Kevin Tallon			

*Awaiting Paperwork

NEXT SCHEDULED MEETING:

Steering Committee

Date: Friday September 18, 2026

Time: 9:00 am – 10:00 am

Location In-Person: KCCD

Location Zoom Link: <https://us02web.zoom.us/j/88039244110>

Handouts will be in Microsoft Teams, Google Drive and will be available on <http://www.kernaec.org>. Please contact Liz Ramirez with any questions (Liz.Ramirez@kccd.edu).



KERN ADULT EDUCATION CONSORTIUM GOVERNING BOARD MEETING MINUTES

Thursday June 25, 2026 (11:00 am – 12:00 pm)

Meeting information and link can be found on the KAEC website:

www.kernaec.com

The Kern Community College District strives to make reasonable accommodations in all its programs, services, and activities for all qualified individuals with disabilities. Notification of 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. Any individual who requires disability-related accommodations or modifications to participate in the Kern Adult Education Program Consortium Board meeting should contact Mitch Rosin at (708) 309-8556 or Mitch.Rosin2@gmail.com. (Government Code Section 54954.2) Any materials required by law to be made available to the public before a meeting of the Kern Adult Education Program Consortium Board can be inspected at the following address: Kern Community College District, 2100 Chester Avenue, Bakersfield, CA 93301 and on the Kern Adult Education Consortium website <http://www.kernaec.org>

IN PERSON LOCATION: Dorner Family Vinyards, 18274 Old Ranch Rd, Tehachapi, CA 93561

ZOOM LINK: <https://us02web.zoom.us/j/86142135402>

1. CALL TO ORDER/ROLL CALL – Establishment of Quorum The meeting was called to order at: 10:19am

Quorum Roll Call by Member District

Member District (Alphabetical)	Voting Member / Alternate	Location	In Attendance
Delano Joint Union High School	*Julio Segura / Ben DeLeon	Zoom	X
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	Zoom	X
Kern CCD	Steve Bloomberg / Heather Ostash	In Person	
Kern County Superintendent of Schools	*Kierstin Webb	In Person	X
Kern High	Scot Odlin / Jodi Loeffler	In Person	X
McFarland Unified School District	*Leonor Lopez / Nelly Cruz	In Person	X
Mojave Unified School District	*Victoria Davis / Cassie Hogan	Zoom	X
Mono County Office of Education	Lyle Tavernier / Ana Danielson	Zoom	X
Muroc Joint Unified School District	Kevin Cordes / David Ellms	Zoom	X
Porterville Unified School District	Larriann Torrez / Denise Douglas	In Person	X
Sierra Sands Unified School District	April Moore / Jennifer Hayden	113 Felspar Avenue, Ridgecrest, CA	
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	In Person	X
Wasco Union High School District	Marleni Maston / Kevin Tallon	In Person	X

*Awaiting Paperwork

Partners in Attendance:

2. PUBLIC COMMENTS: None

At this time, the public may address the Board on any Open agenda items.

(Up to 5 minutes per speaker; a total of 15 minutes with an option of one 5-minute extension.)

There were no public comments submitted prior to the meeting.

3. ADDITIONS TO THE AGENDA

(Additions or changes can only occur when immediate action is required, which did not come to the attention of the Chair until after the agenda was posted; requires approval of 2/3 of all confirmed voting members; not applicable during special or emergency meetings)

5.3 ICOE CTE Request for approval of ESL support for Class A Licensing, Plumbing, Heavy Equipment Operations, Electrical

Motion: Add ICOE CTE Request for approval of ESL support for Class A Licensing, Plumbing, Heavy Equipment Operations, Electrical

Moved by: L. Torrez

Second by: M. Matson

Final Resolution: **PASSED**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Steve Bloomberg / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Lemon Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		
Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

*Awaiting Paperwork

4. APPROVAL OF PRIOR MEETING MINUTES

4.1 Approval of Minutes: April 28, 2026

Motion: Approve the minutes from the April 28, 2026, KAEC Governing Board meeting.

Moved by: L. Torrez
 Seconded by: J. Loeffler
 Final Resolution: **Passed**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Steve Bloomberg / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Leonor Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		
Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

*Awaiting Paperwork

5. ACTION ITEMS

5.1 Approve Allocation Amendment of ELL Healthcare Round 2 funds from Porterville College (\$67,343.00) and Cerro Coso College (\$22,644) to the following Member Districts per the KAEC Steering Committee recommendation (Per sub region):

Motion: Approve Allocation Amendment of:

Steering Committee Consensus: \$22,644 from Cerro Coso College to Mojave

Steering Committee Consensus: \$67,343 from Porterville College to
 Porterville Adult

Moved by: M. Matson

Seconded by: M. Liebgott

Final Resolution: **PASSED**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Steve Bloomberg / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Leonor Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		

Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

5.2 Approve CAEP One-Time Allocation Amendment:

Steering Committee Consensus: \$50,000 From Muroc to Mojave

Motion: Approve Allocation Amendment of \$50,000 from Muroc to Mojave

Moved by: L. Torrez

Seconded by: M. Matson

Final Resolution: **PASSED**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Steve Bloomberg / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Leonor Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		
Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

*Awaiting Paperwork

5.3 ICOE CTE Request for approval of ESL support for Class A Licensing, Plumbing, Heavy Equipment Operations, Electrical

Steering Committee Consensus: Move to Governing Board for approval.

Motion: Approve ICOE program of study request

Moved by: L. Torrez

Seconded by: J. Loeffler

Final Resolution: **PASSED**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
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Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Steve Bloomberg / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Leonor Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		
Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

*Awaiting Paperwork

6. REPORTS

6.1 Partner Updates: None

Representatives will be invited to briefly share current program updates, partnership opportunities, and alignment with regional adult education strategies.

6.2 Member Updates:

Beginning August 2025, consortium member districts will provide brief, rotational updates at each board meeting to share local accomplishments, innovations, challenges, and opportunities.

- ICOE just had 16 HSDs and HSEs graduates. Largest in their adult education history.

6.3 Director's Report:

(The KAEK Consortium Director will provide updates on consortium-wide initiatives, state-level guidance, planning efforts, reporting timelines, and other relevant information to support member coordination and strategic alignment.)

6.3.a KAEK is currently **compliant** with state requirements for fiscal submissions for both CAEP (Due June 1, 2026) and **noncompliant** for ELL Healthcare from Member Districts. KCCD is engaged with internal technical assistance, which is working.

6.3.b ELL Healthcare Pathway Grant – Appeal filed with CCCCO.
Appeal is with CCCCO's legal counsel. Multiple large consortia, with established ELL Allied Health programs of study did not receive funding. CCCCO confirmed receipt of appeal. Total allocation was over-funded.

6.3.c Status of Consortium Director

- M. Rosin will continue as KAEC Consortium Director per existing contract through December 31, 2026. D. McCauley has returned to her position, but will focus solely on adult education initiatives at KCCD.

7. FUTURE AGENDA ITEMS: None requested

8. DISCUSSION ITEMS

8.1 CAEP Upcoming Due Dates:

July 2026

- Jul 15: Student Data due in TOPSPro (Q4) FINAL

August 2026

- Aug 15: Annual Plan for 2026-27 due in NOVA

September 2026

- 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: 26/27 Member Program Year Budget and Workplan due in NOVA
- **Sep 30: End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm**

October 2026

- Oct 30: 26/27 Member Program Year Budget and Workplan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPro (Q1)
- Oct 31: Employment and Earnings Follow-up Survey

November 2026

- Nov 14: Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.

December 2026

- Dec 1: 26/27 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

9. UPCOMING PROFESSIONAL DEVELOPMENT OPPORTUNITIES

9.1 Conferences

- GED Annual Conference – Atlanta, GA – July 29-31, 2026
- CEA International – Bellevue, WA – August 2-5, 2026
- COABE The First-Year Advantage: Leading, Equipping & Empowering from Day One – Virtual – August 11, 2026
- ELL Healthcare State Convening – Irvine, CA – September 17, 2026

- CCCCO Vision 2030 – Newport Beach, CA – October 7-9, 2026
- CAEP Summit – Santa Clara, CA – October 20-23, 2026
- CCEA (Southern/South Coast) – Palm Desert, CA – Nov 5-8, 2026
- State CTE Conference – Rancho Mirage, CA – November 18-20, 2026
- ACTE CareerTech VISION – New Orleans, LA – December 2-5, 2026

Additional Opportunities:

- ACSA: <https://acsa.org/conferences/>
- CCCAOE (College CTE) October 13-16, 2026 – Rancho Mirage, CA
- CWA Meeting of the Minds: Sept 8-10, 2026 – Monterey, CA
- Federal Grant Training (Information can be provided by D. McCauley)

10. ADJOURNMENT TO ANNUAL PLAN RETREAT

Motion to Adjourn at: 10:35

Moved by: L. Torrez

Seconded by: J. Loeffler

Final Resolution: **PASSED**

Member District (Alphabetical)	Member Representative / Alternate	Yea	Nay	Abstain
Delano Joint Union High School	*Julio Segura / Ben DeLeon	X		
Inyo County Office of Education	Randy Cook / Nikki Rae Hart	X		
Kern CCD	Stacy Pfluger / Heather Ostash			
Kern County Superintendent of Schools	*Kierstin Webb	X		
Kern High	Scot Odlin / Jodi Loeffler	X		
McFarland Unified School District	*Lemon Lopez / Nelly Cruz	X		
Mojave Unified School District	*Victoria Davis / Cassie Hogan	X		
Mono County Office of Education	Lyle Tavernier / Ana Danielson	X		
Muroc Joint Unified School District	Kevin Cordes / David Ellms	X		
Porterville Unified School District	Larriann Torrez / Denise Douglas	X		
Sierra Sands Unified School District	April Moore / Jennifer Hayden			
Tehachapi Unified School District	Bonny Porter / McKenna Liebgott	X		
Wasco Union High School District	Marleni Maston / Kevin Tallon	X		

*Awaiting Paperwork

NEXT SCHEDULED MEETINGS:

Annual Plan Vote (Governing Board) – THIS IS A VIRTUAL MEETING

Date: August 3, 2026

Time: 9:00 am – 10:00 am

Location Zoom Link: <https://us02web.zoom.us/j/86425454824>

Handouts will be in Microsoft Teams, Google Drive and will be available on <http://www.kernaec.org>. Please contact Liz Ramirez with any questions (Liz.Ramirez@kccd.edu).

23 Kern Adult Education Consortium DRAFT

2026-27

Plans & Goals

Executive Summary

Executive Summary *

The Kern Adult Education Consortium (KAEC) serves the diverse four-county region of Kern, Inyo, Mono, and Tulare Counties, encompassing urban, rural, and frontier communities with significantly different educational and workforce needs. During the 2026–2027 program year, the Consortium will continue implementing the priorities established in its 2025–2028 Three-Year Plan, strengthening regional collaboration, expanding equitable access to adult education, and improving participant transitions to postsecondary education, training, and employment.

The Consortium remains committed to providing high-quality adult education services that respond to local labor market needs while addressing persistent barriers experienced by adult learners, including educational attainment gaps, limited English proficiency, digital inequities, transportation challenges, childcare needs, and geographic isolation. Through collaboration among K-12 adult schools, community colleges, workforce development partners, community-based organizations, and employers, KAEC continues to develop coordinated educational pathways that prepare adults for family-sustaining careers and lifelong learning.

Regional Demographics

KAEC serves a region of more than one million residents. While Kern County represents the largest population center, Inyo and Mono Counties present unique frontier challenges, and Tulare County includes significant rural agricultural communities. The region continues to experience educational attainment levels below state averages, with many adults lacking a high school diploma or equivalent. English language learners represent a substantial portion of the adult learner population, particularly among immigrant communities. Geographic distance, limited broadband access, transportation constraints, and economic disparities continue to affect educational access throughout the region.

2026–2027 Annual Priorities

1. Expand Educational Access and Workforce Pathways

- Increase access to Adult Basic Education (ABE), Adult Secondary Education (ASE), English as a Second Language (ESL), Career Technical Education (CTE), Adults with Disabilities, Parent Education, and Workforce Preparation programs.
- Expand Integrated Education and Training (IET), Integrated English Literacy and Civics Education (IELCE), and industry-aligned workforce pathways in healthcare, logistics, manufacturing, skilled trades, business, and public service.
- Offer flexible in-person, hybrid, evening, weekend, and distance learning options to improve access for working adults and rural communities.

2. Strengthen Student Transitions and Regional Partnerships

- Increase transitions to community colleges, apprenticeships, workforce training, and employment.
- Strengthen collaboration with workforce development boards, America's Job Centers of California (AJCCs), employers, community colleges, and community-based organizations.
- Improve student navigation, advising, referrals, and support services to reduce barriers and increase persistence.

3. Improve Program Quality and Student Success

- Utilize data-informed decision-making to monitor program performance and continuous improvement.

- Expand professional development focused on evidence-based instructional practices, digital learning, trauma-informed instruction, and student engagement.
- Enhance student support services, including academic advising, digital literacy, career coaching, and wraparound services that improve retention and completion.

Looking Forward

The 2026–2027 Annual Plan reflects KAEC's ongoing commitment to implementing its long-term vision of an inclusive, equitable, and responsive adult education system. By strengthening regional partnerships, improving student transitions, expanding workforce pathways, and maintaining a focus on continuous improvement, KAEC will continue to improve educational and employment opportunities for adult learners throughout Kern, Inyo, Mono, and Tulare Counties while supporting the workforce needs of the region.

Plans & Goals

How (if at all) do the consortium's previous program year goals differ from the current year's goals?

Goals remain the same

How much progress did the consortium make towards its previous program year goals?

A good deal of progress - most goals were met

Please provide further context on the progress made towards previous program year goals including goals that were accomplished and any success stories you would like to highlight. (Optional)

Not Entered

What barriers did the consortium face in making progress towards its previous program year goals?

- ✓ Lack of financial resources
- ✓ Lack of human resources
- ✓ Lack of time

Please provide further context on the barriers faced towards achieving the consortium's previous program year goals. (Optional)

Not Entered

What are the goals for the consortium for the current program year?

- ✓ Add new program offerings
- ✓ Add student and staff support
- ✓ Address gaps in services
- ✓ Align offering with regional needs
- ✓ Collect and review data
- ✓ Develop career pathways
- ✓ Develop industry-based programs
- ✓ Diversify program delivery modalities
- ✓ Expand current program offerings

- ✓ Identify community needs
- ✓ Implementing best practices
- ✓ Improve instruction
- ✓ Improve support services
- ✓ Improve the integration of services and transitions
- ✓ Increase awareness of services through marketing and outreach
- ✓ Increase course offerings (new and existing)
- ✓ Increase employer collaboration
- ✓ Increase enrollment
- ✓ Increase professional development for staff
- ✓ Increase transitions to postsecondary
- ✓ Increase transitions to workforce
- ✓ Increase workforce-specific offerings

Please provide further context on the consortium's goals for the current program year. (Optional)

Not Entered

How will the consortium measure progress towards the goals set for the current program year?

- ✓ Conducting progress review meetings
- ✓ Course completion/graduation
- ✓ Gathering feedback from partners/participants
- ✓ Number of courses offered
- ✓ Participant surveys or interviews
- ✓ Program assessments
- ✓ Self-studies
- ✓ Student assessment scores
- ✓ Student enrollment numbers
- ✓ Student retention
- ✓ Students using support services

Please provide further context on how the consortium will measure progress towards goals in the current program year. (Optional)

Not Entered

Assessment

Regional Needs Assessment

Please identify the categories of needs in your region.

- ✓ Access to technology
- ✓ Alignment of education and workforce needs (incl. addressing labor shortages)
- ✓ Basic/life skills attainment
- ✓ Citizenship support
- ✓ Digital literacy
- ✓ English language learner supports (e.g., incl. programming availability)
- ✓ High school/equivalency education needs
- ✓ Immigrant/refugee needs
- ✓ Increased access to, and development of, accelerated learning model programs (e.g., bridge, co-enrollment, dual enrollment, pre-apprenticeship, IET, etc.)
- ✓ Increased awareness of services available to students (incl. educational services, social services, career services, etc.)
- ✓ Literacy programming
- ✓ Living wage job attainment/career development
- ✓ Rural geographic needs
- ✓ Services for adults with disabilities
- ✓ Short-term Career Technical Education (CTE) training
- ✓ Strengthening partnerships
- ✓ Student access supports: transportation, childcare, etc.

Please identify resources used to identify these gaps.

- ✓ CAEP consortium Fact Sheet
- ✓ Community stakeholder input
- ✓ Data gathering/student needs assessment
- ✓ DataVista
- ✓ Employer input
- ✓ External consultant/research firm
- ✓ Labor market data (U.S. Bureau of Labor Statistics, Labor Market Index (LMI), California Employment Development Department (EDD))
- ✓ Partner meetings
- ✓ Population demographic data (U.S. Census, etc.)
- ✓ Regional plans
- ✓ Student data (TOPSPro, MIS)
- ✓ Survey, interview, and/or focus group data

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

During the 2026–2027 program year, KAECE will evaluate progress toward the goals and objectives identified in the 2025–2028 Three-Year Plan through ongoing analysis of student outcomes, consortium performance measures, fiscal accountability, and partner feedback. The Consortium will monitor enrollment, persistence, measurable skill gains, high school diploma and

equivalency attainment, English language acquisition, industry-recognized credential attainment, and successful transitions to postsecondary education, workforce training, apprenticeships, and employment.

KAEC will continue to assess the effectiveness of instructional delivery models, including Integrated Education and Training (IET), Integrated English Literacy and Civics Education (IELCE), contextualized instruction, distance learning, and career pathway programs aligned with regional workforce priorities. Progress will also be measured through expanded access to student support services, digital literacy, technology resources, career navigation, transportation assistance, and other strategies designed to improve retention and learner success.

The Consortium will utilize data from CASAS, TOPSpro Enterprise, DataVista, NOVA, and local program evaluations to support continuous improvement, identify service gaps, and strengthen regional collaboration. Success will also be measured through increased collaboration with workforce development partners, community colleges, employers, and community-based organizations, along with improved participant transitions and employment outcomes in high-demand industry sectors.

Finally, KAEC will continue to collect participant, employer, and partner feedback to evaluate program quality, assess regional responsiveness, and ensure that adult education services remain aligned with the educational, workforce, and economic development needs of Kern, Inyo, Mono, and Tulare Counties.

This revised language aligns with CAEP's emphasis on continuous improvement, measurable outcomes, regional collaboration, equity, and data-informed decision-making, while reflecting that the Annual Plan is focused on implementing and monitoring the established Three-Year Plan rather than creating new strategies.

Provide any further context on the need gap(s), your process for collecting data, how needs are being met, how they plan to be met, or how the needs of adults served by your region may be unique. *

KAEC continues to assess regional educational and workforce needs through ongoing analysis of demographic trends, labor market information, student performance data, and input from consortium members, workforce partners, employers, community-based organizations, and adult learners. The Consortium uses data from CASAS, TOPSpro Enterprise, DataVista, LaunchBoard, regional labor market analyses, and local program evaluations to monitor changing community needs and identify opportunities for continuous improvement.

The 2026–2027 Annual Plan builds upon the priorities established in the 2025–2028 Three-Year Plan by continuing to address persistent regional challenges, including low educational attainment, limited English proficiency, digital literacy gaps, transportation barriers, childcare needs, workforce shortages, and limited access to educational services in rural and frontier communities. Consortium members will continue expanding educational opportunities through flexible instructional delivery, career pathway programming, Integrated Education and Training (IET), Integrated English Literacy and Civics Education (IELCE), workforce preparation, and enhanced student support services.

The diverse geography of Kern, Inyo, Mono, and Tulare Counties requires differentiated service delivery strategies that respond to the unique needs of both urban and rural communities. KAEC remains committed to providing culturally responsive instruction, expanding distance and hybrid learning opportunities, strengthening regional partnerships, and improving access to education and workforce services for underserved populations, including English learners, adults with disabilities, justice-impacted individuals, and low-income adults.

Through ongoing collaboration and data-informed decision-making, KAEC will continue to evaluate regional needs annually, monitor progress toward established goals, and adjust strategies as necessary to ensure that adult education services remain responsive to changing economic conditions, workforce demands, and community priorities.

Activities & Outcomes

Objective #1: Address Educational Needs

#1 Expand Core & Develop New CTE Programs THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

KAEC Member Districts will continue to explore the expansion of adult education programming, Career Technical Education (CTE), Integrated Education and Training (IET), and Artificial Intelligence (AI) learning opportunities that respond to regional labor market demand and the evolving needs of adult learners. Consortium members will collaborate to research, design, and implement innovative educational pathways that include short-term, industry-aligned training programs, contextualized English as a Second Language (ESL) for the workplace, expanded High School Equivalency (GED/HiSET) preparation, and IET models that integrate foundational skills with workforce training in high-demand occupations. The consortium will also explore the integration of AI literacy, AI-assisted workplace competencies, and AI-related career pathways to prepare learners for the rapidly changing workforce while supporting educators in the effective use of AI-enhanced instructional practices.

Consortium members will work collaboratively with employers, workforce development partners, community colleges, and industry representatives to identify emerging workforce needs, validate programs using regional Labor Market Information (LMI), and develop stackable credentials, micro-credentials, and career pathways that lead to employment, postsecondary education, and continued career advancement. Emphasis will be placed on creating flexible, responsive programs that support lifelong learning while preparing adult learners with the technical, digital, and employability skills needed for today's and tomorrow's economy.

CAEP Objective Contribution: This activity directly supports CAEP Objective 1: Address Educational Needs by expanding educational opportunities that align with regional labor market demand and emerging workforce trends, including Integrated Education and Training (IET) and Artificial Intelligence (AI). It also supports CAEP Objective 2: Improve Integration and Transitions by developing career pathways, stackable credentials, and workforce-aligned programs that strengthen transitions into postsecondary education, industry-recognized certifications, apprenticeships, and family-sustaining employment while fostering collaboration among consortium members and regional workforce partners.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Kern High	06/30/2028
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027

#2 Expand Access: Flexible & Centralized Delivery THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

This activity focuses on increasing educational access for adult learners by expanding flexible course delivery models and consolidating support resources into a centralized platform. Participating agencies are implementing strategies to reach more learners by offering hybrid, in-person, and Zoom-based class formats tailored to the needs of working adults and rural communities. In addition, a centralized Adult and Re-Entry Learner Hub is being planned for the college website and campus to streamline student onboarding, services, contacts, and workshop access.

CAEP Objective Contribution: This activity directly supports Objective 1: Address Educational Needs by removing key access barriers through scheduling flexibility and centralized student support. It supports adult learners by expanding when, where, and how they can engage with programs. For rural learners and working adults, these flexible options help bridge transportation and availability gaps. The centralized hub will offer a one-stop resource for orientation, workshop schedules, key contact information, and transition services, especially helpful for older learners returning to education. These actions strengthen pathways into both postsecondary and workforce programs.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027

#3 Boost Digital Literacy & Technology Access THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

This activity continues to boost and strengthen digital literacy instruction and improves student access to technology across all Member Districts. Consortium members will deliver digital skills workshops that teach foundational competencies such as internet navigation, email usage, basic computer operations, and online safety. In addition, select Member Districts will implement and integrate the Northstar Digital Literacy Assessment into its ABE, ESL, and CTE instructional programs. New computer equipment will be explored for installation in high-need locations to expand digital access and support blended/hybrid learning environments.

CAEP Objective Contribution: This activity directly supports CAEP Objective 1: Address Educational Needs. Digital literacy is essential for student success in academic programs, workforce training, and everyday life. By expanding digital literacy instruction and increasing access to devices, the consortium addresses foundational learning gaps that prevent students from progressing. This activity helps students meet the demands of modern education and the digital workforce while also enhancing their ability to complete transitions into postsecondary and career pathways.

This activity aligns to the CAEP State Priority of Technology and Distance Learning: Focuses on integrating technology into the educational environment, reaching learners at a distance, and using digital tools.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027

#4 Expand Student Support & Resource Access **THREE-YEAR PLAN 2025-28****Brief Description of Activity and Significance of Activity to Outcome ***

This activity continues to expand student access to comprehensive support services and community resources with the aim of removing non-academic barriers that frequently hinder the progress of adult learners. This includes organizing Community-based Resource Pop-Up events that connect students to local employment, housing, healthcare, and social service providers. It also includes improving digital access to information and increasing the availability of academic and personal support materials like tech guides, study skills resources, and onboarding support. To enhance the depth and consistency of support, KAEC will also strengthen collaboration among Employment Connection partners and other external organizations, ensuring adult learners benefit from a more coordinated network of referrals, services, and transitional support. Together, these efforts aim to increase persistence, completion, and successful transitions.

CAEP Objective Contribution: This activity supports CAEP Objective 1: Address Educational Needs by addressing a range of personal, technological, and informational barriers that impact students' ability to begin, persist, and complete adult education programs. Community connections and digital hubs reduce friction in accessing essential services and increase awareness of academic supports. These initiatives foster greater student belonging, academic success, and transition readiness by reducing external stressors and enhancing access to support when needed.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
Chancellor/VC Ed Services and Student Supports	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027

#5 Strengthen College & Career Readiness **THREE-YEAR PLAN 2025-28****Brief Description of Activity and Significance of Activity to Outcome ***

This activity promotes the improvement of student transitions to postsecondary education and workforce/employment by expanding workforce readiness training, career counseling, and targeted support services. Activities include the opening access to essential skills such as job retention, communication, internships, and access to higher-wage positions. Member Districts will also deliver regular workshops and courses on college application processes, financial aid, career exploration, resume building, and interview skills. Personalized counseling and job placement services will support students in achieving their career and education goals. A job board, employer outreach efforts, and student surveys will be used to tailor offerings and better align with regional workforce opportunities.

CAEP Objective Contribution: This activity contributes to CAEP Objective 1: Address Educational Needs by ensuring that adult learners gain the foundational career readiness and postsecondary navigation skills required to advance beyond adult education. Career advising, structured workforce training, and tailored workshops address academic, informational, and access-related needs that prevent students from achieving long-term success.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Employment & Earnings: Median Change in Earnings (801AE)

- Students and Programs: Workforce Preparation (124AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Inyo Co. Office of Education	06/23/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027

#6 Opening of The Job Spot 2.0 THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

This activity continues to support Job Spot 2.0, an innovative partnership with the Housing Authority of Kern, strategically located on the first floor of a low-income housing development with more than 80 apartment units directly above. The site is designed to provide direct access to adult education services and community resources for residents and surrounding neighborhoods.

The Job Spot 2.0 will serve as a walk-in hub for adult learners to participate in academic classes (ABE/ASE), life skills development, resume writing, and other workforce preparation offerings. By placing this education and support center at the heart of an underserved community, the consortium removes transportation barriers, increases access to technology, and meets learners where they are.

CAEP Objective Contribution: This activity supports CAEP Objective 1: Address Educational Needs by directly delivering adult education and workforce preparation services into an underserved residential area. It expands access to foundational and transitional educational services, increases digital inclusion, and removes key barriers like transportation and childcare. This approach also strengthens equity and community engagement by bringing education into the spaces where learners live.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Workforce Preparation (124AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Kern High	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027

#7 Targeted Support for Literacy & Retention THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

This activity focuses on strengthening student success by addressing the distinct needs of specific populations and promoting persistence through tailored instructional and support strategies. Adult learners facing justice system involvement, low literacy, or geographic isolation will be the target population and referrals will be made to the Member District K12 Adult School programs. These efforts include:

- Wraparound support and workforce readiness programming for justice-impacted learners
- Expanded academic and counseling support for concurrently enrolled adult learners in rural areas
- Literacy intervention for diploma-seeking students using CASAS diagnostic and instructional follow-up
- Conversation groups to support oral fluency for English language learners
- Retention-focused initiatives, including early alerts, flexible scheduling, and mid-course interventions

By customizing support to meet students where they are academically and personally, this activity addresses systemic barriers that often inhibit completion and long-term success.

CAEP Objective Contribution: This activity supports CAEP Objective 1: Address Educational Needs by removing access and persistence barriers for some of the consortium's most vulnerable adult learners. It enhances instruction, intervention, and support services aligned with student needs, particularly those related to basic skills, literacy, and college and career transitions. These approaches help learners remain enrolled, build skills, and complete programs. The use of targeted literacy interventions and justice-involved reentry pathways also supports transitions and post-program success, contributing to broader CAEP goals.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: English Language Learner (149AE)

- Student Barriers: Ex-Offender (150AE)
- Student Barriers: Homeless (152AE)
- Student Barriers: Long Term Unemployed (153AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Student Barriers: Reported Cultural Barriers (147AE)
- Student Barriers: Single Parent (159AE)
- Students and Programs: Workforce Preparation (124AE)
- Success: Diploma, GED or High School Equivalency (633AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027

#8 Marketing and Outreach ANNUAL PLAN 2026-27

Activity Name *

#8 Marketing and Outreach

Brief Description of Activity and Significance of Activity to Outcome *

This activity supports the implementation of a consortium-wide marketing and outreach campaign designed to increase public awareness of adult education opportunities throughout the Kern Adult Education Consortium (KAEC). Using bilingual marketing materials, social media, community events, employer partnerships, local media, and collaborations with community-based organizations, the consortium will promote Member District adult education programs, career pathways, workforce training, English language acquisition, high school diploma and equivalency programs, and transition services available through its member agencies. A primary focus of this initiative is to increase participation among underserved populations by highlighting

student success stories, promoting short-term career opportunities, and ensuring that prospective students understand the educational pathways available to improve their employment, earnings, and quality of life.

CAEP Objective Contribution: This activity supports CAEP Objective 1: Address Educational Needs by increasing awareness of adult education opportunities and reducing informational barriers that prevent adults from accessing services. It also supports CAEP Objective 2: Improve Integration and Transitions by promoting clear educational pathways between adult schools, community colleges, workforce training, and employment, while advancing equitable access to education across the consortium service area.

This activity aligns to the CAEP State Priority of Marketing: Highlights community outreach strategies to raise the visibility of adult education programs and attract new learners to the system.

Outcomes

Use the space provided to identify the Outcomes that the activity will accomplish in the next year (Short-Term), in one to three years (Intermediate), and in three to five years (Long-Term). The brief description of each of these three types of outcomes should include one or more outcomes that are specific, measurable, achievable, relevant, and time-bound (SMART).

Short-Term Outcomes (12 Months) *

Increased enrollments

Intermediate Outcomes (1-3 Years) *

Increased enrollments

Long-Term Outcomes (3-5 Years) *

Increased enrollments

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Kern CCD	06/30/2027
VC of Ed Services and Student Support	Kern CCD	06/30/2027

Explore New Noncredit Courses at the Colleges ANNUAL PLAN 2026-27

Activity Name *

Explore New Noncredit Courses at the Colleges

Brief Description of Activity and Significance of Activity to Outcome *

KCCD will support Bakersfield College, Porterville College, and Cerro Coso College in researching, developing, and expanding new noncredit course offerings that address the educational and workforce needs of adult learners throughout the KCCD service region. Using regional labor market information (LMI), employer input, adult school partner feedback, and community needs assessments, the colleges will identify high-demand occupational areas and foundational skill gaps where noncredit instruction can provide accessible entry points into education and employment.

Priority will be given to developing noncredit courses that support career pathways in industries such as healthcare, logistics, advanced manufacturing, construction, hospitality, agriculture, information technology, and business, while also expanding offerings in English language acquisition, workforce preparation, digital literacy, employability skills, and foundational academic instruction. Where appropriate, colleges will explore mirrored noncredit and credit course models to create seamless pathways that allow students to transition from short-term training into certificates and degree programs without unnecessary duplication of coursework.

CAEP Objective Contribution: This activity directly supports CAEP Objective 1: Address Educational Needs by expanding access to high-quality noncredit educational opportunities aligned with regional workforce demands and the needs of adult learners. It also supports CAEP Objective 2: Improve Integration and Transitions by developing noncredit pathways that connect adult education students to credit programs, industry-recognized credentials, and employment opportunities, thereby increasing educational attainment, workforce readiness, and long-term economic mobility throughout the consortium region.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Outcomes

Use the space provided to identify the Outcomes that the activity will accomplish in the next year (Short-Term), in one to three years (Intermediate), and in three to five years (Long-Term). The brief description of each of these three types of outcomes should include one or more outcomes that are specific, measurable, achievable, relevant, and time-bound (SMART).

Short-Term Outcomes (12 Months) *

Research programs of study for noncredit development

Intermediate Outcomes (1-3 Years) *

Launch new noncredit courses

Long-Term Outcomes (3-5 Years) *

Expand course offerings in noncredit

Adult Education Metrics and Student Barriers

- Student Barriers: English Language Learner (149AE)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Students and Programs: Workforce Preparation (124AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027

Objective #2: Improve Integration of Services & Transitions

#1 Seamless Transition Systems Development

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

KCCD will support Bakersfield College, Porterville College, and Cerro Coso College in hiring, training, and deploying dedicated Transition Navigators who will work exclusively with the consortium's K-12 member district adult schools to holistically support adult learners. Transition Navigators will serve as the primary link between adult schools and the colleges, providing individualized support to adult learners as they transition into noncredit and credit programs, career technical education, industry recognized certificates, workforce training, and associate degree pathways.

Transition Navigators will be regularly assigned to adult school campuses to provide educational planning, college application assistance, financial aid guidance, career exploration, enrollment support, referrals to student services, and ongoing follow-up through the student's first year of college. Working collaboratively with adult school counselors, instructors, and administrators, Transition Navigators will establish structured "warm handoff" processes that reduce barriers, improve persistence, and ensure that adult learners successfully navigate the transition from adult education into postsecondary education.

CAEP Objective Contribution: This activity directly supports CAEP Objective 2: Improve Integration and Transitions by creating seamless transition pathways between K-12 adult schools and the region's three community colleges. It also supports CAEP Objective 1: Address Educational Needs by expanding access to postsecondary education, reducing barriers to enrollment and completion, strengthening student support services, and increasing the number of adult education students who successfully transition into college and career pathways leading to family-sustaining employment.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: Displaced Homemaker (148AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Long Term Unemployed (153AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Student Barriers: Reported Cultural Barriers (147AE)
- Student Barriers: Single Parent (159AE)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)
- Students and Programs: Programs for Adults With Disabilities (1004)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Students and Programs: Workforce Preparation (124AE)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Kern High	06/30/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027

#2 Expanding Employer Partnerships & Pathways THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

This consortium-wide activity strengthens the alignment between adult education and workforce needs by deepening employer partnerships and embedding work-based learning across programs. It focuses on developing industry-informed educational offerings, expanding internships and apprenticeships, and launching microcredential pathways tailored to high-demand local sectors. This activity also includes the research, planning, training, and deployment of IET programs of study across the KAEC service region.

In addition to engaging local employers and workforce boards, the consortium will strengthen collaboration among Employment Connection partners and other external organizations to ensure that adult learners benefit from a coordinated ecosystem of career services, job placement resources, and sector-informed training opportunities. These efforts are designed to provide students with relevant, real-world experiences and direct access to employment pipelines, leading to higher job placement rates, wage gains, and long-term economic mobility for adult learners.

CAEP Objective Contribution: This activity contributes primarily to Objective 2: Improve Integration of Services and Transitions, by linking education to employment through employer-informed programming, co-designed career training, and integrated support services.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)

- Student Barriers: Displaced Homemaker (148AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Long Term Unemployed (153AE)
- Student Barriers: Low Income (154AE)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Students and Programs: Workforce Preparation (124AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Kern High	06/30/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027

#4 Data Sharing & Systems Integration THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

KAEC Member Districts will implement a professional development initiative for administrators, faculty, counselors, transition navigators, classified professionals, and consortium partners to strengthen knowledge and implementation of data sharing, state and federal compliance requirements, and cross-agency collaboration. Training will focus on California Adult Education Program (CAEP) requirements, Workforce Innovation and Opportunity Act (WIOA) expectations, student data collection and reporting, measurable student outcomes, transition tracking, and the effective use of data to improve educational planning and student success. Professional learning opportunities will also promote collaboration among K-12 adult schools, community colleges, workforce development partners, and community-based organizations to establish common practices for supporting adult learners.

Working with KAEC, Member Districts will provide opportunities for all staff to attend workshops, Professional Learning Communities (PLCs), cross-agency training sessions, and communities of practice that build staff capacity in areas such as student data sharing, performance accountability, transition tracking, continuous program improvement, and interagency communication. Training will emphasize the development of common processes, shared performance measures, and collaborative planning that strengthen student transitions across educational systems while ensuring compliance with state reporting requirements and funding expectations.

CAEP Objective Contribution: This activity directly supports CAEP Objective 3: Build Program Effectiveness Through Continuous Improvement by increasing staff capacity to effectively collect, analyze, and share student data, maintain compliance with state and federal requirements, and use data to drive continuous program improvement. It also supports CAEP Objective 2: Improve Integration and Transitions by strengthening collaboration among consortium members, improving coordination of student services, and creating a more seamless system of support for adult learners as they transition between adult schools, community colleges, workforce training, and employment.

This activity aligns to the CAEP State Priority of Program Evaluation: Centers on data-driven design, utilizing performance metrics to inform consortia planning, and assessing program effectiveness.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: Long Term Unemployed (153AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Student Barriers: Reported Cultural Barriers (147AE)
- Student Barriers: Single Parent (159AE)
- Students and Programs: Programs for Adults With Disabilities (1004)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	McFarland Unified	06/23/2027
District Superintendent/Principal	Mono Co. Office of Education	06/23/2027
District Superintendent/Principal	Tehachapi Unified	06/23/2027
District Superintendent/Principal	Wasco Union High	06/23/2027
District Superintendent/Principal	Delano Joint Union High	06/23/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/23/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/23/2027
District Superintendent/Principal	Kern Co. Office of Education	06/23/2027
District Superintendent/Principal	Kern High	06/23/2027
District Superintendent/Principal	Mojave Unified	06/23/2027
District Superintendent/Principal	Muroc Joint Unified	06/23/2027
District Superintendent/Principal	Porterville Unified	06/23/2027
District Superintendent/Principal	Sierra Sands Unified	06/23/2027

#6 Transition Curriculum & Program Development THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

The Kern Adult Education Consortium will support all member districts in the continued development and expansion of curriculum, short-term programs of study, and stackable Career Technical Education (CTE) pathways that respond to regional labor market demand and create seamless educational transitions for adult learners. Using regional labor market information (LMI), employer engagement, student outcome data, and collaboration among consortium members, agencies will research emerging industries and high-demand occupations to develop new educational opportunities that meet local workforce needs. Emphasis will be placed on creating stackable credentials, short-term training programs, noncredit and credit pathways, and industry-recognized certifications that enable students to progressively advance toward certificates, degrees, apprenticeships, and family-sustaining careers.

Consortium Member Districts will work collaboratively to align curriculum, strengthen articulation between adult education and postsecondary programs, and expand career pathways that support transitions into college, workforce training, and employment. This collaborative approach will reduce duplication of effort, improve educational continuity, and ensure that adult learners throughout the consortium service area have access to flexible, responsive programs that meet both community needs and regional workforce priorities.

CAEP Objective Contribution: This activity directly supports CAEP Objective 1: Address Educational Needs by expanding educational opportunities aligned with regional labor market demand and providing adult learners with accessible pathways to high-demand careers. It also supports CAEP Objective 2: Improve Integration and Transitions by strengthening curriculum alignment among consortium members, expanding stackable credential pathways, and increasing successful transitions into Career Technical Education programs, postsecondary education, apprenticeships, and employment while fostering greater collaboration across the consortium.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Employment & Earnings: Median Change in Earnings (801AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Students and Programs: Workforce Preparation (124AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027

#7 Flexible Learning for Access & Transitions THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Member Districts will expand technology access and digital learning infrastructure to ensure that adult learners have the tools, connectivity, and digital skills necessary to fully participate in education, workforce training, and transition services. Consortium members will increase access to computers, mobile devices, internet connectivity, digital learning platforms, and technology-enabled instructional environments while providing digital literacy instruction that prepares students to successfully engage in online and hybrid learning, navigate college systems, and utilize workplace technologies. These efforts will help reduce the digital divide that disproportionately impacts rural communities, low-income households, English language learners, and other underserved adult populations.

CAEP Objective Contribution: This activity directly supports CAEP Objective 2: Improve Integration of Services and Transitions by strengthening technology access and digital readiness, enabling adult learners to participate more fully in education, student support services, and workforce training regardless of location. Increased access to technology and digital skills improves educational persistence, supports successful transitions into postsecondary education and employment, enhances communication among consortium partners, and promotes equitable access to learning opportunities throughout the consortium service area.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

This activity aligns to the CAEP State Priority of Technology and Distance Learning: Focuses on integrating technology into the educational environment, reaching learners at a distance, and using digital tools.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Student Barriers: Single Parent (159AE)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Workforce Preparation (124AE)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027

Objective #3: Improve Effectiveness of Services

#1 Professional Development for Adult Educators

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

The KAEC Steering Committee will implement a consortium-wide professional development strategy to strengthen the capacity of all member districts certificated and classified staff and faculty to deliver high-quality adult education programs, improve student outcomes, and foster greater collaboration across the consortium. This initiative will establish a coordinated professional development system that includes a shared annual training calendar, consortium-wide needs assessments, Professional Learning Communities (PLCs), coaching opportunities, and cross-agency learning events. Professional development will focus on priority areas including adult education best practices, CAEP program areas and compliance, digital and hybrid instruction, technology integration, trauma-informed practices, student engagement, career readiness, workforce preparation, transition strategies, data collection and analysis, and continuous program improvement. Consortium members will collaborate to build a shared culture of learning and innovation by providing training on instructional technologies, digital literacy resources, student support strategies, assessment systems, performance accountability, and evidence-based instructional practices. Regional, state, and national conferences, training opportunities, and convenings will be attended by Member District representatives.

CAEP Objective Contribution: This activity directly supports CAEP Objective 3: Build Program Effectiveness Through Continuous Improvement by strengthening the knowledge, skills, and capacity of educators, counselors, administrators, and support staff across all consortium member districts. It also supports CAEP Objective 2: Improve Integration and Transitions by promoting cross-agency collaboration, consistent student support practices, improved use of data to inform instruction and services, and stronger coordination among consortium members to improve student persistence, educational attainment, and successful transitions to postsecondary education and employment.

CAEP Objective Contribution: This activity directly advances Objective 3 by increasing the effectiveness of educational services through improved educator capacity.

This activity aligns to the CAEP State Priority of Leadership: Emphasizes building administrative capacity, effective governance, and developing peer networks across consortia members.

This activity aligns to the CAEP State Priority of Program Evaluation: Centers on data-driven design, utilizing performance metrics to inform consortia planning, and assessing program effectiveness.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Kern High	06/30/2027
Chancellor/VC Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027

#2 Enhanced Wraparound Services and Referrals THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

KAEC Member Districts will continue to enhance and develop comprehensive student support services across all member districts to reduce non-academic barriers and improve student persistence, completion, and successful transitions into postsecondary education and employment. Consortium members will strengthen and expand services such as academic and career counseling, transition navigation, mental health referrals, financial aid assistance, resource referrals, retention outreach, and case management to ensure that adult learners receive coordinated support from initial enrollment through program completion. Emphasis will be placed on creating seamless referral systems, improving communication among partner agencies, and ensuring that students have timely access to the services needed to achieve their educational and career goals.

Consortium members will collaborate to improve outreach, onboarding, retention strategies, and coordinated student support systems that respond to the diverse needs of adult learners, including English language learners, low-income individuals, foster youth, justice-impacted individuals, single parents, adults with disabilities, and other underserved populations. By continuing to strengthen cross-agency partnerships and integrated service delivery, the consortium will create a more consistent, student-centered experience that supports persistence, educational attainment, and long-term economic mobility.

CAEP Objective Contribution: This activity directly supports CAEP Objective 3: Build Program Effectiveness Through Continuous Improvement by continuing to enhance and develop coordinated student support services that improve outreach, retention, referral processes, and student success across all consortium member districts. It also supports CAEP Objective 2: Improve Integration and Transitions by strengthening collaboration among consortium partners, reducing barriers to educational persistence, and creating a seamless network of support that enables adult learners to successfully transition into postsecondary education, workforce training, and family-sustaining employment.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027

#3 Dual Enrollment and Onramp Programs THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

KAEC Member Districts will continue to explore opportunities to expand dual enrollment, concurrent enrollment, and other on-ramp programs that create seamless transitions from K-12 adult schools into community colleges, Career Technical Education (CTE), apprenticeships, and workforce training. Consortium members will collaborate to align curriculum, coordinate course sequencing, and explore articulation agreements that reduce duplication of instruction and create clear educational pathways for adult learners. Additional efforts will include strengthening shared counseling and advising, identifying priority programs and courses for dual enrollment, developing credit-bearing CTE bridge opportunities, establishing or renewing Memoranda of Understanding (MOUs) with adult school partners, coordinating joint enrollment events, and implementing cohort-based transition models that support student persistence and success. Consortium members will also continue to explore strategies that strengthen student transitions through coordinated outreach, professional development, peer mentoring, mid-term check-ins, and the development of shared informational resources that help adult learners successfully navigate postsecondary education. By increasing collaboration among member districts and creating more intentional transition pathways, the consortium will improve educational continuity while expanding access to certificates, degrees, workforce training, and family-sustaining careers.

CAEP Objective Contribution: This activity directly supports CAEP Objective 2: Improve Integration and Transitions by continuing to explore dual enrollment opportunities, articulation agreements, and coordinated transition strategies that strengthen connections between adult schools, community colleges, and workforce training providers. It also supports CAEP Objective 3: Build Program Effectiveness Through Continuous Improvement by fostering cross-agency collaboration, improving alignment of educational pathways, and creating more effective systems that increase student persistence, postsecondary enrollment, credential attainment, and employment outcomes.

CAEP Objective Contribution: Enhances program effectiveness by creating structured bridges from adult education into credit-bearing college coursework.

This activity aligns to the CAEP State Priority of Learner Transition: Focuses on moving adult learners along into post-secondary education, career pathways, or the workforce, including transition supports and counseling.

This activity aligns to the CAEP State Priority of Equity: Ensures fair and impartial access, addressing achievement gaps, and removing barriers for historically disadvantaged populations.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: Displaced Homemaker (148AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Foster Youth (151AE)
- Student Barriers: Homeless (152AE)
- Student Barriers: Long Term Unemployed (153AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Student Barriers: Reported Cultural Barriers (147AE)
- Student Barriers: Single Parent (159AE)
- Students and Programs: Programs for Adults With Disabilities (1004)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Wasco Union High	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027

Alternative Funding Sources ANNUAL PLAN 2026-27

Activity Name *

Alternative Funding Sources

Brief Description of Activity and Significance of Activity to Outcome *

KAEC Member Districts will continue to explore sustainable funding opportunities that strengthen and expand adult education services across all member districts. Recognizing the evolving federal and state funding landscape, consortium members will collaborate to identify, pursue, and leverage a variety of funding sources, including Workforce Innovation and Opportunity Act (WIOA) Title II (AEFLA), competitive federal and state grants, workforce development grants, philanthropic funding, employer partnerships, foundation support, and other public and private funding opportunities. These efforts will focus on diversifying financial resources to support innovative programming, transition services, workforce development initiatives, student support services, technology, and other high-impact activities that align with consortium priorities. Consortium members will work collaboratively to identify grant opportunities, develop competitive proposals, strengthen partnerships with workforce development boards, community-based organizations, higher education institutions, employers, and government agencies, and coordinate regional funding strategies that maximize available resources while minimizing duplication of effort. This collaborative approach will increase the consortium's long-term financial sustainability, improve service capacity, and position member districts to respond to emerging educational, workforce, and economic development priorities.

CAEP Objective Contribution: This activity directly supports CAEP Objective 3: Build Program Effectiveness Through Continuous Improvement by strengthening the long-term sustainability of adult education programs through diversified funding and collaborative resource development. It also supports CAEP Objective 2: Improve Integration and Transitions by encouraging cross-agency collaboration, leveraging regional partnerships, and expanding the financial capacity of consortium members to deliver coordinated educational services, transition supports, workforce training, and career pathway opportunities for adult learners.

This activity aligns to the CAEP State Priority of Program Development: Focuses on annual/three-year regional planning, building community/industry partnerships, and developing specialized programs.

Outcomes

Use the space provided to identify the Outcomes that the activity will accomplish in the next year (Short-Term), in one to three years (Intermediate), and in three to five years (Long-Term). The brief description of each of these three types of outcomes should include one or more outcomes that are specific, measurable, achievable, relevant, and time-bound (SMART).

Short-Term Outcomes (12 Months) *

Secure funding sources.

Intermediate Outcomes (1-3 Years) *

Secure funding sources.

Long-Term Outcomes (3-5 Years) *

Secure funding sources.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
District Superintendent/Principal	Delano Joint Union High	06/30/2027
District Superintendent/Principal	Inyo Co. Office of Education	06/30/2027
Chancellor/VC of Ed Services and Student Support	Kern CCD	06/30/2027
District Superintendent/Principal	Kern Co. Office of Education	06/30/2027
District Superintendent/Principal	Kern High	06/30/2027
District Superintendent/Principal	McFarland Unified	06/30/2027
District Superintendent/Principal	Mojave Unified	06/30/2027
District Superintendent/Principal	Mono Co. Office of Education	06/30/2027
District Superintendent/Principal	Muroc Joint Unified	06/30/2027
District Superintendent/Principal	Porterville Unified	06/30/2027
District Superintendent/Principal	Sierra Sands Unified	06/30/2027
District Superintendent/Principal	Tehachapi Unified	06/30/2027
District Superintendent/Principal	Wasco Union High	06/30/2027

Fiscal Management

Alignment & Carryover

Alignment with Three-Year Plan *

During the 2026–2027 program year, KAEAC will continue to align CAEP funding with the goals, objectives, and strategies identified in the 2025–2028 Three-Year Plan. Consortium resources will be strategically invested to expand educational opportunities, strengthen career pathways, improve student transitions, and support regional workforce priorities while ensuring compliance with all applicable CAEP fiscal and program requirements.

Funding will continue to support high-quality instruction across the seven CAEP program areas, including Adult Basic Education, Adult Secondary Education, English as a Second Language, Career Technical Education, Adults with Disabilities, Parent Education, and Workforce Preparation. Priority investments will include flexible instructional delivery models, Integrated Education and Training (IET), Integrated English Literacy and Civics Education (IELCE), digital literacy initiatives, career navigation, student support services, and professional development that enhances instructional quality and student success.

KAEAC will maintain sound fiscal stewardship through transparent budget development, regular fiscal monitoring, quarterly expenditure reviews, and ongoing oversight by the Consortium and member agencies. Fiscal decisions will be guided by identified regional needs, demonstrated program effectiveness, and continuous evaluation of student outcomes to ensure that CAEP resources are invested efficiently and equitably throughout Kern, Inyo, Mono, and Tulare Counties.

The Consortium will continue to monitor expenditures, fund utilization, and carryover balances to ensure compliance with the CAEP Fiscal Management Guide, while supporting member agencies in maximizing the impact of their allocations. This commitment to responsible fiscal management ensures that CAEP investments continue to advance the Consortium's long-term vision of providing equitable access to high-quality adult education, strengthening regional workforce development, and improving educational and economic opportunities for adult learners across the four-county region.

Describe the consortium's approach to incorporate carryover funds from prior year(s) into planned activities. *

KAEAC remains committed to responsible fiscal stewardship and full compliance with California Education Code §84914 by actively monitoring member expenditures, carryover balances, and fund utilization throughout the program year. The Consortium conducts regular fiscal reviews and works collaboratively with member agencies to ensure that carryover balances remain within the statutory 20 percent threshold while maximizing the impact of CAEP investments.

During the 2026–2027 program year, member agencies will continue implementing strategies to reduce carryover through investments that directly support the goals and objectives of the 2025–2028 Three-Year Plan. Priority expenditures include expanding instructional capacity, strengthening career pathway programs, enhancing student support services, investing in technology and digital literacy, developing workforce partnerships, and improving data systems and program quality. Carryover funds will be used for one-time and capacity-building initiatives that produce sustainable improvements in educational access, student success, and workforce outcomes.

Recognizing the continued uncertainty surrounding federal WIOA Title II (AEFLA) funding, KAEAC and its member agencies will continue to evaluate strategies that strengthen long-term program sustainability. The Consortium will encourage collaboration, resource sharing, and strategic planning to ensure that adult education services remain stable and responsive to regional needs regardless of changes in federal funding. Through ongoing fiscal monitoring, transparent decision-making, and continuous planning, KAEAC will ensure that CAEP resources are invested effectively, equitably, and in alignment with state requirements and regional priorities.

Usage

How does the consortium plan to use allocated funds in the upcoming year?

- ✓ Fund new adult education programs
- ✓ Fund staff salaries
- ✓ Fund teaching salaries
- ✓ Improve student learning
- ✓ Improve technology
- ✓ Increase marketing and outreach
- ✓ Maintain/improve facilities
- ✓ Provide new/additional wraparound services
- ✓ Provide staff professional development and resources
- ✓ Purchase equipment
- ✓ Purchase program materials
- ✓ Purchase software
- ✓ Strengthen existing activities
- ✓ Support existing adult education programs

Please provide further context on how funds will be used in the upcoming year. (Optional)

Not Entered

Consortium Objectives & Activities Overview

Objectives & Activities

- ✓ = consortium has included this activity in an Annual Plan from the 2025-28 Three-Year Plan
- ✗ = consortium has NOT selected this activity in an Annual Plan from the 2025-28 Three-Year Plan

Activity	Origin	Included in Annual Plan
Objective #1: Address Educational Needs		
#1 Expand Core & Develop New CTE Programs	THREE-YEAR PLAN 2025-28	✓
#2 Expand Access: Flexible & Centralized Delivery	THREE-YEAR PLAN 2025-28	✓
#3 Boost Digital Literacy & Technology Access	THREE-YEAR PLAN 2025-28	✓
#4 Expand Student Support & Resource Access	THREE-YEAR PLAN 2025-28	✓
#5 Strengthen College & Career Readiness	THREE-YEAR PLAN 2025-28	✓
#6 Opening of The Job Spot 2.0	THREE-YEAR PLAN 2025-28	✓
#7 Targeted Support for Literacy & Retention	THREE-YEAR PLAN 2025-28	✓
#8 Marketing and Outreach	ANNUAL PLAN 2026-27	✓
Explore New Noncredit Courses at the Colleges	ANNUAL PLAN 2026-27	✓
Objective #2: Improve Integration of Services & Transitions		
#1 Seamless Transition Systems Development	THREE-YEAR PLAN 2025-28	✓
#2 Expanding Employer Partnerships & Pathways	THREE-YEAR PLAN 2025-28	✓
#3 Integrating Student Support Services & Practice	THREE-YEAR PLAN 2025-28	✓
#4 Data Sharing & Systems Integration	THREE-YEAR PLAN 2025-28	✓
#5 Centralized Consortium Professional Development	THREE-YEAR PLAN 2025-28	✓
#6 Transition Curriculum & Program Development	THREE-YEAR PLAN 2025-28	✓
#7 Flexible Learning for Access & Transitions	THREE-YEAR PLAN 2025-28	✓
Objective #3: Improve Effectiveness of Services		
#1 Professional Development for Adult Educators	THREE-YEAR PLAN 2025-28	✓
#2 Enhanced Wraparound Services and Referrals	THREE-YEAR PLAN 2025-28	✓
#3 Dual Enrollment and Onramp Programs	THREE-YEAR PLAN 2025-28	✓
Alternate Funding Sources	ANNUAL PLAN 2025-26	✓
Alternative Funding Sources	ANNUAL PLAN 2026-27	✓

Certification

No approver contacts.



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July 10, 2026

TO: Adult Education Consortium Directors, Leads, Co-Chairs, Members, and Fiscal Representatives

FROM: California Adult Education Program (CAEP) State Leadership

Gary Adams, Dean
California Community Colleges Chancellor's Office

David Stang, Director
California Department of Education

CC: Anthony Cordova, Vice Chancellor,
California Community Colleges Chancellor's Office

Dr. Mindi Parsons, Division Director
California Department of Education

RE: CAEP FY 2026-27 Final Consortium Allocations

This memorandum is to advise local recipients and fiscal agents of adult education program funds on the release of the FY 2026-27 final CAEP allocations. Visit the [2026-27 CAEP Final Allocation Schedule](#) to view.

Final allocation amounts from the Governor's Budget are now available in NOVA as an allocation amendment. Consortium members will have until September 1, 2026, to submit and certify their amended allocation amounts in NOVA. The CAEP State Leadership and the Technical Assistance Provider (TAP) will offer a CAEP Allocation Amendment webinar on **Wednesday, July 29, 2026, from 11:00 a.m. – 12:00 p.m.** to review the final allocation amounts, provide members with an overview of the NOVA process, and answer questions. To register, visit the [CAEP Allocation Amendment webinar registration page](#).

State Budget Bill

The State Legislature passed the 2026-27 budget bill that provides a \$19.176 million Proposition 98 increase to support a 2.87% cost-of-living adjustment (COLA) for the California Adult Education Program. The CAEP baseline apportionment total for FY 2026-27 is now

\$687,335,000. The signed budget reflects a COLA increase of \$3,073,000 from the proposed January preliminary budget of \$684,262,000.

NOVA Instructions

Each consortium will process the May Revise allocation increase as an allocation amendment in NOVA, which requires a new allocation amount for each member, and certification in NOVA by all consortium members. Please note that due to State Budget Bill requirements, the State CAEP Office has already calculated allocation amounts for direct-funded member districts and fiscal agents. Please see the 2026-27 allocation schedule linked earlier in this memo. These allocation amounts are the dollar amounts given to the State Controller's Office for disbursement within 45 days of the enactment of the 2026-27 State Budget. **Therefore, any deviation from these amounts would not align with the amounts being disbursed.** CAEP allocation amendment certification by the consortium and its members must be completed by September 1, 2026.

CAEP Funds Are Restricted Funds

CAEP funds were issued under AB104 legislation and are in ARTICLE 9. Adult Education Program [84900 - 84920] of the education code. CAEP funds are apportionment, they are not a grant, and at this time are not subject to flexibility. CAEP funds are restricted to adults 18 years and older, can only be used in the seven CAEP approved program areas, and must have an approved regional consortium plan specific to K12 adult education and community college noncredit programs.

Technical Assistance Contact Information

For questions or technical assistance, please contact the CAEP Technical Assistance Project (TAP) by phone at 1- 888-827-2324 or by e-mail at tap@caladulthood.org.

**California Adult Education Program (CAEP)
2026-27 Final Allocation Schedule**

No.	Consortium Name	Member Name	Allocation Year	Funding Channel	Member Type	Preliminary Allocation (FY26-27)	May Revise (COLA)	Final Allocation (FY26-27)
1	Allan Hancock and Lompoc Unified Adult Education Consortium	Allan Hancock Joint CCD	2026-27	Direct Funding	District	\$900,810	\$4,047	\$904,857
1	Allan Hancock and Lompoc Unified Adult Education Consortium	Lompoc Unified	2026-27	Direct Funding	Unified School District	\$1,250,757	\$5,619	\$1,256,376
	Total					\$2,151,567	\$9,666	\$2,161,233
2	Antelope Valley Regional Adult Education Consortium	Antelope Valley Union High	2026-27	Direct Funding	High School District	\$5,205,500	\$23,378	\$5,228,878
3	Barstow Area Consortium for Adult Education	Barstow CCD	2026-27	Fiscal Agent	District	\$1,177,374	\$5,288	\$1,182,662
4	Butte-Glenn Adult Education Consortium	Butte-Glenn CCD	2026-27	Fiscal Agent	District	\$2,843,707	\$12,771	\$2,856,478
5	Greater Opportunity Through Adult Learning	Cabrillo CCD	2026-27	Direct Funding	District	\$543,172	\$2,439	\$545,611
5	Greater Opportunity Through Adult Learning	Pajaro Valley Unified	2026-27	Direct Funding	Unified School District	\$3,813,703	\$17,127	\$3,830,830
5	Greater Opportunity Through Adult Learning	Santa Cruz Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$89,685	\$403	\$90,088
	Total					\$4,446,560	\$19,969	\$4,466,529
6	Partnership for Adult Academic and Career Education	ABC Unified	2026-27	Direct Funding	Unified School District	\$11,036,507	\$49,564	\$11,086,071
6	Partnership for Adult Academic and Career Education	Bellflower Unified	2026-27	Direct Funding	Unified School District	\$35,591	\$160	\$35,751
6	Partnership for Adult Academic and Career Education	Cerritos CCD	2026-27	Direct Funding	District	\$635,018	\$2,852	\$637,870
6	Partnership for Adult Academic and Career Education	Downey Unified	2026-27	Direct Funding	Unified School District	\$1,902,845	\$8,546	\$1,911,391
6	Partnership for Adult Academic and Career Education	Norwalk-La Mirada Unified	2026-27	Direct Funding	Unified School District	\$5,418,500	\$24,334	\$5,442,834
	Total					\$19,028,461	\$85,456	\$19,113,917
7	Chabot-Las Positas/Mid-Alameda County Consortium	Castro Valley Unified	2026-27	Direct Funding	Unified School District	\$3,520,066	\$15,808	\$3,535,874
7	Chabot-Las Positas/Mid-Alameda County Consortium	Chabot-Las Positas CCD	2026-27	Direct Funding	District	\$668,828	\$3,004	\$671,832
7	Chabot-Las Positas/Mid-Alameda County Consortium	Dublin Unified	2026-27	Direct Funding	Unified School District	\$619,030	\$2,780	\$621,810
7	Chabot-Las Positas/Mid-Alameda County Consortium	Hayward Unified	2026-27	Direct Funding	Unified School District	\$2,386,165	\$10,716	\$2,396,881
7	Chabot-Las Positas/Mid-Alameda County Consortium	Livermore Valley Joint Unified	2026-27	Direct Funding	Unified School District	\$665,191	\$2,987	\$668,178
7	Chabot-Las Positas/Mid-Alameda County Consortium	New Haven Unified	2026-27	Direct Funding	Unified School District	\$396,510	\$1,781	\$398,291
7	Chabot-Las Positas/Mid-Alameda County Consortium	Pleasanton Unified	2026-27	Direct Funding	Unified School District	\$706,617	\$3,173	\$709,790
7	Chabot-Las Positas/Mid-Alameda County Consortium	San Leandro Unified	2026-27	Direct Funding	Unified School District	\$2,054,753	\$9,228	\$2,063,981
7	Chabot-Las Positas/Mid-Alameda County Consortium	San Lorenzo Unified	2026-27	Direct Funding	Unified School District	\$936,238	\$4,205	\$940,443
7	Chabot-Las Positas/Mid-Alameda County Consortium	Tri-Valley ROP	2026-27	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$40,243	\$181	\$40,424
	Total					\$11,993,641	\$53,863	\$12,047,504
8	West End Corridor/Chaffey Regional AE Consortium	Chaffey Joint Union High	2026-27	Fiscal Agent	High School District	\$9,351,813	\$41,999	\$9,393,812
9	Citrus College Adult Education Consortium	Claremont Unified	2026-27	Fiscal Agent	Unified School District	\$5,607,212	\$25,182	\$5,632,394
10	Coast Adult Education Consortium	Coast CCD	2026-27	Direct Funding	District	\$2,050,182	\$9,207	\$2,059,389
10	Coast Adult Education Consortium	Garden Grove Unified	2026-27	Direct Funding	Unified School District	\$304,391	\$1,367	\$305,758
10	Coast Adult Education Consortium	Huntington Beach Union High	2026-27	Direct Funding	High School District	\$7,325,760	\$32,900	\$7,358,660
	Total					\$9,680,333	\$43,474	\$9,723,807
11	Tri City Adult Education Consortium	Paramount Unified	2026-27	Fiscal Agent	Unified School District	\$7,976,824	\$35,824	\$8,012,648
12	Contra Costa Adult Education Consortium	Acalanes Union High	2026-27	Direct Funding	High School District	\$743,979	\$3,341	\$747,320
12	Contra Costa Adult Education Consortium	Antioch Unified	2026-27	Direct Funding	Unified School District	\$1,329,333	\$5,970	\$1,335,303
12	Contra Costa Adult Education Consortium	Contra Costa CCD	2026-27	Direct Funding	District	\$780,359	\$3,505	\$783,864
12	Contra Costa Adult Education Consortium	Contra Costa Co. Office of Education	2026-27	Direct Funding	Unified School District	\$1,199,330	\$5,386	\$1,204,716
12	Contra Costa Adult Education Consortium	Liberty Union High	2026-27	Direct Funding	High School District	\$1,436,956	\$6,453	\$1,443,409
12	Contra Costa Adult Education Consortium	Martinez Unified	2026-27	Direct Funding	Unified School District	\$2,091,761	\$9,394	\$2,101,155
12	Contra Costa Adult Education Consortium	Mt. Diablo Unified	2026-27	Direct Funding	Unified School District	\$4,769,467	\$21,419	\$4,790,886

12	Contra Costa Adult Education Consortium	Pittsburg Unified	2026-27	Direct Funding	Unified School District	\$3,479,526	\$15,626	\$3,495,152
12	Contra Costa Adult Education Consortium	West Contra Costa Unified	2026-27	Direct Funding	Unified School District	\$3,418,452	\$15,352	\$3,433,804
	Total					\$19,249,163	\$86,446	\$19,335,609
13	Morongo Basin AEBG Consortium (Copper Mountain)	Copper Mountain CCD	2026-27	Fiscal Agent	District	\$1,057,892	\$4,751	\$1,062,643
14	Desert Regional Consortium	Coachella Valley Unified	2026-27	Direct Funding	Unified School District	\$2,146,836	\$9,641	\$2,156,477
14	Desert Regional Consortium	Desert CCD	2026-27	Direct Funding	District	\$605,776	\$2,721	\$608,497
14	Desert Regional Consortium	Desert Sands Unified	2026-27	Direct Funding	Unified School District	\$452,341	\$2,031	\$454,372
14	Desert Regional Consortium	Palm Springs Unified	2026-27	Direct Funding	Unified School District	\$350,470	\$1,574	\$352,044
14	Desert Regional Consortium	Riverside Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$636,798	\$2,860	\$639,658
	Total					\$4,192,221	\$18,827	\$4,211,048
15	South Bay Adult Education Consortium (El Camino)	Centinela Valley Union High	2026-27	Direct Funding	High School District	\$601,160	\$2,700	\$603,860
15	South Bay Adult Education Consortium (El Camino)	El Camino CCD	2026-27	Direct Funding	District	\$658,963	\$2,959	\$661,922
15	South Bay Adult Education Consortium (El Camino)	Inglewood Unified	2026-27	Direct Funding	Unified School District	\$1,208,770	\$5,429	\$1,214,199
15	South Bay Adult Education Consortium (El Camino)	Redondo Beach Unified	2026-27	Direct Funding	Unified School District	\$4,580,000	\$20,569	\$4,600,569
15	South Bay Adult Education Consortium (El Camino)	Torrance Unified	2026-27	Direct Funding	Unified School District	\$6,254,472	\$28,089	\$6,282,561
	Total					\$13,303,365	\$59,746	\$13,363,111
16	Feather River Adult Education Consortium	Feather River CCD	2026-27	Direct Funding	District	\$275,804	\$1,239	\$277,043
16	Feather River Adult Education Consortium	Plumas Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$24,144	\$108	\$24,252
16	Feather River Adult Education Consortium	Plumas Unified	2026-27	Direct Funding	Unified School District	\$442,250	\$1,986	\$444,236
16	Feather River Adult Education Consortium	Sierra Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$315,693	\$1,418	\$317,111
	Total					\$1,057,891	\$4,751	\$1,062,642
17	Foothill De Anza / NSCCC	De Anza College	2026-27	Direct Funding	College	\$281,508	\$1,264	\$282,772
17	Foothill De Anza / NSCCC	Foothill College	2026-27	Direct Funding	College	\$281,508	\$1,264	\$282,772
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
18	Gavilan Regional Adult Career and Education Services	Gavilan CCD	2026-27	Fiscal Agent	District	\$1,872,843	\$8,411	\$1,881,254
19	Glendale Community College District Regional Consortium	Glendale CCD	2026-27	Fiscal Agent	District	\$1,390,032	\$6,243	\$1,396,275
20	San Diego East Region Adult Education	Grossmont-Cuyamaca CCD	2026-27	Fiscal Agent	District	\$10,765,732	\$48,349	\$10,814,081
21	Salinas Valley Adult Education Consortium	Hartnell CCD	2026-27	Fiscal Agent	District	\$4,776,339	\$21,450	\$4,797,789
22	Imperial County Adult Education Consortium	Imperial County Office of Education	2026-27	Fiscal Agent	County Office of Education (COE)	\$2,527,195	\$11,350	\$2,538,545
23	Kern Adult Education Consortium	Delano Joint Union High	2026-27	Direct Funding	High School District	\$1,850,248	\$8,309	\$1,858,557
23	Kern Adult Education Consortium	Inyo Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$251,766	\$1,131	\$252,897
23	Kern Adult Education Consortium	Kern CCD	2026-27	Direct Funding	District	\$1,698,345	\$7,627	\$1,705,972
23	Kern Adult Education Consortium	Kern High	2026-27	Direct Funding	High School District	\$14,057,801	\$63,133	\$14,120,934
23	Kern Adult Education Consortium	McFarland Unified	2026-27	Direct Funding	Unified School District	\$397,949	\$1,787	\$399,736
23	Kern Adult Education Consortium	Mojave Unified	2026-27	Direct Funding	Unified School District	\$394,044	\$1,770	\$395,814
23	Kern Adult Education Consortium	Mono Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$274,526	\$1,233	\$275,759
23	Kern Adult Education Consortium	Muroc Joint Unified	2026-27	Direct Funding	Unified School District	\$199,601	\$896	\$200,497
23	Kern Adult Education Consortium	Porterville Unified	2026-27	Direct Funding	Unified School District	\$1,976,209	\$8,875	\$1,985,084
23	Kern Adult Education Consortium	Sierra Sands Unified	2026-27	Direct Funding	Unified School District	\$298,102	\$1,339	\$299,441
23	Kern Adult Education Consortium	Tehachapi Unified	2026-27	Direct Funding	Unified School District	\$318,915	\$1,432	\$320,347
23	Kern Adult Education Consortium	Wasco Union High	2026-27	Direct Funding	High School District	\$351,402	\$1,578	\$352,980
	Total					\$22,068,908	\$99,110	\$22,168,018
24	ADVANCE	Lake Tahoe CCD	2026-27	Fiscal Agent	District	\$1,163,680	\$5,226	\$1,168,906

25	Lassen-Modoc Adult Education Consortium	Lassen CCD	2026-27	Fiscal Agent	District	\$1,221,898	\$5,488	\$1,227,386
26	Long Beach Adult Education	Long Beach CCD	2026-27	Direct Funding	District	\$1,553,659	\$6,978	\$1,560,637
26	Long Beach Adult Education	Long Beach Unified	2026-27	Direct Funding	Unified School District	\$1,553,659	\$6,978	\$1,560,637
	Total					\$3,107,318	\$13,956	\$3,121,274
27	Los Angeles Regional Adult Education Consortium	Burbank Unified	2026-27	Direct Funding	Unified School District	\$4,736,038	\$21,269	\$4,757,307
27	Los Angeles Regional Adult Education Consortium	Culver City Unified	2026-27	Direct Funding	Unified School District	\$2,824,207	\$12,683	\$2,836,890
27	Los Angeles Regional Adult Education Consortium	Los Angeles CCD	2026-27	Direct Funding	District	\$10,137,606	\$45,528	\$10,183,134
27	Los Angeles Regional Adult Education Consortium	Los Angeles Unified	2026-27	Direct Funding	Unified School District	\$136,728,547	\$614,044	\$137,342,591
27	Los Angeles Regional Adult Education Consortium	Montebello Unified	2026-27	Direct Funding	Unified School District	\$12,359,616	\$55,507	\$12,415,123
	Total					\$166,786,014	\$749,031	\$167,535,045
28	Capital Adult Education Regional Consortium	Sacramento County Office of Education	2026-27	Fiscal Agent	County Office of Education (COE)	\$15,229,565	\$68,396	\$15,297,961
29	Marin Adult Education Program Consortium	Marin CCD	2026-27	Fiscal Agent	District	\$1,912,267	\$8,588	\$1,920,855
30	Mendocino-Lake Adult And Career Education (MLACE) Consortium	Mendocino-Lake CCD	2026-27	Fiscal Agent	District	\$1,994,923	\$8,959	\$2,003,882
31	Gateway Adult Education Network	Merced CCD	2026-27	Fiscal Agent	District	\$4,293,257	\$19,281	\$4,312,538
32	Coastal North County Adult Education Consortium	MiraCosta CCD	2026-27	Fiscal Agent	District	\$1,549,853	\$6,960	\$1,556,813
33	Monterey Peninsula CCD	Carmel Unified	2026-27	Direct Funding	Unified School District	\$80,680	\$362	\$81,042
33	Monterey Peninsula CCD	Monterey Peninsula CCD	2026-27	Direct Funding	District	\$110,351	\$496	\$110,847
33	Monterey Peninsula CCD	Monterey Peninsula Unified	2026-27	Direct Funding	Unified School District	\$1,234,683	\$5,545	\$1,240,228
33	Monterey Peninsula CCD	Pacific Grove Unified	2026-27	Direct Funding	Unified School District	\$1,873,226	\$8,412	\$1,881,638
	Total					\$3,298,940	\$14,815	\$3,313,755
34	Mt. San Antonio Regional Consortium for Adult Education	Baldwin Park Unified	2026-27	Direct Funding	Unified School District	\$7,638,988	\$34,306	\$7,673,294
34	Mt. San Antonio Regional Consortium for Adult Education	Bassett Unified	2026-27	Direct Funding	Unified School District	\$3,241,990	\$14,560	\$3,256,550
34	Mt. San Antonio Regional Consortium for Adult Education	Charter Oak Unified	2026-27	Direct Funding	Unified School District	\$2,144,599	\$9,631	\$2,154,230
34	Mt. San Antonio Regional Consortium for Adult Education	Covina-Valley Unified	2026-27	Direct Funding	Unified School District	\$4,444,214	\$19,959	\$4,464,173
34	Mt. San Antonio Regional Consortium for Adult Education	Hacienda la Puente Unified	2026-27	Direct Funding	Unified School District	\$21,964,998	\$98,644	\$22,063,642
34	Mt. San Antonio Regional Consortium for Adult Education	Mt. San Antonio CCD	2026-27	Direct Funding	District	\$1,117,829	\$5,020	\$1,122,849
34	Mt. San Antonio Regional Consortium for Adult Education	Pomona Unified	2026-27	Direct Funding	Unified School District	\$2,605,759	\$11,702	\$2,617,461
34	Mt. San Antonio Regional Consortium for Adult Education	Rowland Unified	2026-27	Direct Funding	Unified School District	\$2,221,608	\$9,977	\$2,231,585
	Total					\$45,379,985	\$203,799	\$45,583,784
35	Southwest Riverside Adult Education	Mt. San Jacinto CCD	2026-27	Fiscal Agent	District	\$6,288,870	\$28,243	\$6,317,113
36	Napa Valley Adult Education Consortium	Calistoga Joint Unified	2026-27	Direct Funding	Unified School District	\$43,245	\$194	\$43,439
36	Napa Valley Adult Education Consortium	Napa Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$100,901	\$453	\$101,354
36	Napa Valley Adult Education Consortium	Napa Valley CCD	2026-27	Direct Funding	District	\$278,338	\$1,250	\$279,588
36	Napa Valley Adult Education Consortium	Napa Valley Unified	2026-27	Direct Funding	Unified School District	\$3,241,827	\$14,559	\$3,256,386
36	Napa Valley Adult Education Consortium	St. Helena Unified School District	2026-27	Direct Funding	Unified School District	\$31,050	\$139	\$31,189
	Total					\$3,695,361	\$16,595	\$3,711,956
37	North Orange County Regional Consortium for Adult Education (NOCRC)	North Orange County CCD	2026-27	Fiscal Agent	District	\$5,000,456	\$22,457	\$5,022,913
38	Southern Alameda County Consortium (Ohlone CCD)	Fremont Unified	2026-27	Direct Funding	Unified School District	\$4,333,122	\$19,460	\$4,352,582
38	Southern Alameda County Consortium (Ohlone CCD)	New Haven Unified	2026-27	Direct Funding	Unified School District	\$683,611	\$3,070	\$686,681
38	Southern Alameda County Consortium (Ohlone CCD)	Newark Unified	2026-27	Direct Funding	Unified School District	\$263,755	\$1,185	\$264,940
38	Southern Alameda County Consortium (Ohlone CCD)	Ohlone CCD	2026-27	Direct Funding	District	\$102,272	\$459	\$102,731
	Total					\$5,382,760	\$24,174	\$5,406,934
39	Palo Verde River Consortium	Palo Verde CCD	2026-27	Fiscal Agent	District	\$1,057,892	\$4,751	\$1,062,643
40	Education to Career Network of North San Diego County (Palomar/Vista)	Vista Unified	2026-27	Fiscal Agent	Unified School District	\$10,203,542	\$45,824	\$10,249,366

41	Pasadena Area Consortium	Pasadena Area CCD	2026-27	Direct Funding	District	\$1,048,528	\$4,709	\$1,053,237
41	Pasadena Area Consortium	Pasadena Unified	2026-27	Direct Funding	Unified School District	\$951,742	\$4,274	\$956,016
41	Pasadena Area Consortium	Temple City Unified	2026-27	Direct Funding	Unified School District	\$424,933	\$1,908	\$426,841
	Total					\$2,425,203	\$10,891	\$2,436,094
42	Northern Alameda Adult Education Collective	Peralta CCD	2026-27	Fiscal Agent	District	\$10,420,671	\$46,799	\$10,467,470
43	Rancho Santiago Adult Education Consortium	Garden Grove Unified	2026-27	Direct Funding	Unified School District	\$2,001,134	\$8,987	\$2,010,121
43	Rancho Santiago Adult Education Consortium	Orange Unified	2026-27	Direct Funding	Unified School District	\$9,263	\$42	\$9,305
43	Rancho Santiago Adult Education Consortium	Rancho Santiago CCD	2026-27	Direct Funding	District	\$4,015,393	\$18,033	\$4,033,426
	Total					\$6,025,790	\$27,062	\$6,052,852
44	North Coast Adult Education Consortium	Del Norte County Unified	2026-27	Direct Funding	Unified School District	\$130,595	\$587	\$131,182
44	North Coast Adult Education Consortium	Eureka City Schools	2026-27	Direct Funding	Unified School District	\$377,274	\$1,694	\$378,968
44	North Coast Adult Education Consortium	Redwoods CCD	2026-27	Direct Funding	District	\$943,185	\$4,236	\$947,421
	Total					\$1,451,054	\$6,517	\$1,457,571
45	Rio Hondo Region Adult Education Consortium	El Monte Union High	2026-27	Direct Funding	High School District	\$12,990,870	\$58,342	\$13,049,212
45	Rio Hondo Region Adult Education Consortium	El Rancho Unified	2026-27	Direct Funding	Unified School District	\$1,031,924	\$4,634	\$1,036,558
45	Rio Hondo Region Adult Education Consortium	Rio Hondo CCD	2026-27	Direct Funding	District	\$851,967	\$3,826	\$855,793
45	Rio Hondo Region Adult Education Consortium	Whittier Union High	2026-27	Direct Funding	High School District	\$3,825,340	\$17,180	\$3,842,520
	Total					\$18,700,101	\$83,982	\$18,784,083
46	About Students Regional Consortium, Riverside	Alvord Unified	2026-27	Direct Funding	Unified School District	\$536,166	\$2,408	\$538,574
46	About Students Regional Consortium, Riverside	Corona-Norco Unified	2026-27	Direct Funding	Unified School District	\$1,863,361	\$8,368	\$1,871,729
46	About Students Regional Consortium, Riverside	Jurupa Unified	2026-27	Direct Funding	Unified School District	\$1,397,925	\$6,278	\$1,404,203
46	About Students Regional Consortium, Riverside	Moreno Valley Unified	2026-27	Direct Funding	Unified School District	\$1,462,629	\$6,569	\$1,469,198
46	About Students Regional Consortium, Riverside	Riverside CCD	2026-27	Direct Funding	District	\$675,939	\$3,036	\$678,975
46	About Students Regional Consortium, Riverside	Riverside Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$444,833	\$1,998	\$446,831
46	About Students Regional Consortium, Riverside	Riverside Unified	2026-27	Direct Funding	Unified School District	\$3,446,733	\$15,479	\$3,462,212
46	About Students Regional Consortium, Riverside	Val Verde Unified	2026-27	Direct Funding	Unified School District	\$917,572	\$4,121	\$921,693
	Total					\$10,745,158	\$48,257	\$10,793,415
47	Inland Adult Education Consortium	San Bernardino CCD	2026-27	Fiscal Agent	District	\$13,632,547	\$61,223	\$13,693,770
48	San Diego Adult Education Regional Consortium	San Diego CCD	2026-27	Direct Funding	District	\$4,562,389	\$20,489	\$4,582,878
48	San Diego Adult Education Regional Consortium	San Diego Unified	2026-27	Direct Funding	Unified School District	\$1,520,796	\$6,830	\$1,527,626
	Total					\$6,083,185	\$27,319	\$6,110,504
49	San Francisco Adult Education Consortium	San Francisco CCD	2026-27	Direct Funding	District	\$4,514,149	\$20,273	\$4,534,422
49	San Francisco Adult Education Consortium	San Francisco Unified	2026-27	Direct Funding	Unified School District	\$501,572	\$2,252	\$503,824
	Total					\$5,015,721	\$22,525	\$5,038,246
50	San Joaquin Adult Education Consortium (SJAEC)	Calaveras Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$80,129	\$360	\$80,489
50	San Joaquin Adult Education Consortium (SJAEC)	Lincoln Unified	2026-27	Direct Funding	Unified School District	\$149,280	\$670	\$149,950
50	San Joaquin Adult Education Consortium (SJAEC)	Lodi Unified	2026-27	Direct Funding	Unified School District	\$2,012,069	\$9,036	\$2,021,105
50	San Joaquin Adult Education Consortium (SJAEC)	Manteca Unified	2026-27	Direct Funding	Unified School District	\$1,906,171	\$8,561	\$1,914,732
50	San Joaquin Adult Education Consortium (SJAEC)	River Delta Joint Unified	2026-27	Direct Funding	Unified School District	\$111,893	\$503	\$112,396
50	San Joaquin Adult Education Consortium (SJAEC)	San Joaquin Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$72,185	\$324	\$72,509
50	San Joaquin Adult Education Consortium (SJAEC)	San Joaquin Delta CCD	2026-27	Direct Funding	District	\$581,224	\$2,610	\$583,834
50	San Joaquin Adult Education Consortium (SJAEC)	Stockton Unified	2026-27	Direct Funding	Unified School District	\$4,392,673	\$19,727	\$4,412,400
50	San Joaquin Adult Education Consortium (SJAEC)	Tracy Joint Unified	2026-27	Direct Funding	Unified School District	\$1,560,789	\$7,009	\$1,567,798
	Total					\$10,866,413	\$48,800	\$10,915,213
51	South Bay Consortium for Adult Education	Campbell Union High	2026-27	Direct Funding	High School District	\$4,594,409	\$20,633	\$4,615,042
51	South Bay Consortium for Adult Education	East Side Union High	2026-27	Direct Funding	High School District	\$8,715,909	\$39,143	\$8,755,052
51	South Bay Consortium for Adult Education	Metropolitan Education District	2026-27	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$3,428,976	\$15,399	\$3,444,375
51	South Bay Consortium for Adult Education	Milpitas Unified	2026-27	Direct Funding	Unified School District	\$1,132,023	\$5,084	\$1,137,107

51	South Bay Consortium for Adult Education	San Jose-Evergreen CCD	2026-27	Direct Funding	District	\$1,449,516	\$6,510	\$1,456,026
51	South Bay Consortium for Adult Education	Santa Clara Unified	2026-27	Direct Funding	Unified School District	\$2,760,674	\$12,398	\$2,773,072
51	South Bay Consortium for Adult Education	West Valley-Mission CCD	2026-27	Direct Funding	District	\$578,882	\$2,600	\$581,482
	Total					\$22,660,389	\$101,767	\$22,762,156
52	San Luis Obispo County Adult Education Consortium	Lucia Mar Unified	2026-27	Direct Funding	Unified School District	\$571,005	\$2,564	\$573,569
52	San Luis Obispo County Adult Education Consortium	San Luis Coastal Unified	2026-27	Direct Funding	Unified School District	\$563,208	\$2,529	\$565,737
52	San Luis Obispo County Adult Education Consortium	San Luis Obispo County CCD	2026-27	Direct Funding	District	\$529,580	\$2,378	\$531,958
52	San Luis Obispo County Adult Education Consortium	Templeton Unified	2026-27	Direct Funding	Unified School District	\$156,288	\$702	\$156,990
	Total					\$1,820,081	\$8,173	\$1,828,254
53	San Mateo County Consortium for Adult & Career Education	Cabrillo Unified	2026-27	Direct Funding	Unified School District	\$438,448	\$1,969	\$440,417
53	San Mateo County Consortium for Adult & Career Education	Jefferson Union High	2026-27	Direct Funding	High School District	\$1,870,198	\$8,399	\$1,878,597
53	San Mateo County Consortium for Adult & Career Education	San Mateo County CCD	2026-27	Direct Funding	District	\$650,259	\$2,920	\$653,179
53	San Mateo County Consortium for Adult & Career Education	San Mateo Union High	2026-27	Direct Funding	High School District	\$6,078,359	\$27,298	\$6,105,657
53	San Mateo County Consortium for Adult & Career Education	Sequoia Union High	2026-27	Direct Funding	High School District	\$2,012,064	\$9,036	\$2,021,100
53	San Mateo County Consortium for Adult & Career Education	South San Francisco Unified	2026-27	Direct Funding	Unified School District	\$1,422,422	\$6,388	\$1,428,810
	Total					\$12,471,750	\$56,010	\$12,527,760
54	Santa Barbara Adult Education Consortium	Santa Barbara CCD	2026-27	Fiscal Agent	District	\$1,057,892	\$4,751	\$1,062,643
55	Santa Clarita Valley Adult Education Consortium	Santa Clarita CCD	2026-27	Direct Funding	District	\$503,830	\$2,263	\$506,093
55	Santa Clarita Valley Adult Education Consortium	William S. Hart Union High	2026-27	Direct Funding	High School District	\$1,175,603	\$5,279	\$1,180,882
	Total					\$1,679,433	\$7,542	\$1,686,975
56	Santa Monica Regional Consortium for Adult Education	Santa Monica CCD	2026-27	Direct Funding	District	\$617,157	\$2,772	\$619,929
56	Santa Monica Regional Consortium for Adult Education	Santa Monica-Malibu Unified	2026-27	Direct Funding	Unified School District	\$856,966	\$3,848	\$860,814
	Total					\$1,474,123	\$6,620	\$1,480,743
57	Sequoias Adult Education Consortium (SAEC)	Corcoran Joint Unified	2026-27	Direct Funding	Unified School District	\$306,766	\$1,378	\$308,144
57	Sequoias Adult Education Consortium (SAEC)	Cutler-Orosi Joint Unified	2026-27	Direct Funding	Unified School District	\$325,241	\$1,461	\$326,702
57	Sequoias Adult Education Consortium (SAEC)	Farmersville Unified	2026-27	Direct Funding	Unified School District	\$73,518	\$330	\$73,848
57	Sequoias Adult Education Consortium (SAEC)	Hanford Joint Union High	2026-27	Direct Funding	High School District	\$912,935	\$4,100	\$917,035
57	Sequoias Adult Education Consortium (SAEC)	Lindsay Unified	2026-27	Direct Funding	Unified School District	\$116,713	\$524	\$117,237
57	Sequoias Adult Education Consortium (SAEC)	Sequoias CCD	2026-27	Direct Funding	District	\$249,878	\$1,122	\$251,000
57	Sequoias Adult Education Consortium (SAEC)	Tulare Joint Union High	2026-27	Direct Funding	High School District	\$3,786,340	\$17,004	\$3,803,344
57	Sequoias Adult Education Consortium (SAEC)	Visalia Unified	2026-27	Direct Funding	Unified School District	\$6,722,628	\$30,191	\$6,752,819
	Total					\$12,494,019	\$56,110	\$12,550,129
58	Shasta-Tehama-Trinity Adult Education Consortium	Shasta-Tehama-Trinity Joint CCD	2026-27	Fiscal Agent	District	\$1,451,588	\$6,519	\$1,458,107
59	Sierra Joint Consortium	Roseville Joint Union High	2026-27	Fiscal Agent	High School District	\$4,361,123	\$19,586	\$4,380,709
60	Solano Adult Education Consortium	Benicia Unified	2026-27	Direct Funding	Unified School District	\$195,961	\$880	\$196,841
60	Solano Adult Education Consortium	Fairfield-Suisun Unified	2026-27	Direct Funding	Unified School District	\$2,136,305	\$9,594	\$2,145,899
60	Solano Adult Education Consortium	Solano CCD	2026-27	Direct Funding	District	\$48,293	\$217	\$48,510
60	Solano Adult Education Consortium	Solano Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$28,070	\$126	\$28,196
60	Solano Adult Education Consortium	Vacaville Unified	2026-27	Direct Funding	Unified School District	\$627,317	\$2,817	\$630,134
60	Solano Adult Education Consortium	Vallejo City Unified	2026-27	Direct Funding	Unified School District	\$2,074,412	\$9,316	\$2,083,728
	Total					\$5,110,358	\$22,950	\$5,133,308
61	Sonoma County Adult Education Consortium	Petaluma Joint Union High	2026-27	Direct Funding	High School District	\$1,757,346	\$7,892	\$1,765,238
61	Sonoma County Adult Education Consortium	Sonoma Co. Office of Education	2026-27	Direct Funding	County Office of Education (COE)	\$254,864	\$1,145	\$256,009
61	Sonoma County Adult Education Consortium	Sonoma County CCD	2026-27	Direct Funding	District	\$1,284,874	\$5,770	\$1,290,644
	Total	Total				\$3,297,084	\$14,807	\$3,311,891
62	South Orange County Regional Consortium (SOCRC)	College and Career Advantage	2026-27	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$535,177	\$2,403	\$537,580
62	South Orange County Regional Consortium (SOCRC)	Irvine Unified	2026-27	Direct Funding	Unified School District	\$651,738	\$2,927	\$654,665
62	South Orange County Regional Consortium (SOCRC)	Irvine Valley College	2026-27	Direct Funding	College	\$595,965	\$2,677	\$598,642

62	South Orange County Regional Consortium (SOCRC)	Laguna Beach Unified	2026-27	Direct Funding	Unified School District	\$142,883	\$642	\$143,525
62	South Orange County Regional Consortium (SOCRC)	Saddleback College	2026-27	Direct Funding	College	\$3,206,045	\$14,398	\$3,220,443
62	South Orange County Regional Consortium (SOCRC)	Tustin Unified	2026-27	Direct Funding	Unified School District	\$1,134,898	\$5,097	\$1,139,995
	Total					\$6,266,706	\$28,144	\$6,294,850
						\$6,266,706	\$28,144	\$6,294,850
63	South Bay Adult Education Consortium/Southwestern	Sweetwater Union High	2026-27	Fiscal Agent	High School District	\$18,788,381	\$84,378	\$18,872,759
64	State Center Adult Education Consortium	State Center CCD	2026-27	Fiscal Agent	District	\$19,546,290	\$87,782	\$19,634,072
65	Ventura County Adult Education Consortium	Conejo Valley Unified	2026-27	Direct Funding	Unified School District	\$1,852,538	\$8,320	\$1,860,858
65	Ventura County Adult Education Consortium	Fillmore Unified	2026-27	Direct Funding	Unified School District	\$723,336	\$3,248	\$726,584
65	Ventura County Adult Education Consortium	Moorpark Unified	2026-27	Direct Funding	Unified School District	\$502,828	\$2,258	\$505,086
65	Ventura County Adult Education Consortium	Ojai Unified	2026-27	Direct Funding	Unified School District	\$448,059	\$2,012	\$450,071
65	Ventura County Adult Education Consortium	Oxnard Union High	2026-27	Direct Funding	High School District	\$3,645,361	\$16,371	\$3,661,732
65	Ventura County Adult Education Consortium	Santa Paula Unified	2026-27	Direct Funding	Unified School District	\$457,571	\$2,055	\$459,626
65	Ventura County Adult Education Consortium	Simi Valley Unified	2026-27	Direct Funding	Unified School District	\$6,550,797	\$29,420	\$6,580,217
65	Ventura County Adult Education Consortium	Ventura Unified	2026-27	Direct Funding	Unified School District	\$5,514,029	\$24,763	\$5,538,792
	Total					\$19,694,519	\$88,447	\$19,782,966
66	Victor Valley Adult Education Regional Consortium	Victor Valley CCD	2026-27	Fiscal Agent	District	\$2,831,908	\$12,718	\$2,844,626
67	West Hills College Consortium	West Hills CCD	2026-27	Fiscal Agent	District	\$1,448,282	\$6,504	\$1,454,786
68	West Kern Consortium	West Kern CCD	2026-27	Fiscal Agent	District	\$1,057,892	\$4,751	\$1,062,643
69	Yosemite (Stanislaus Mother Lode) Consortium	Yosemite CCD	2026-27	Fiscal Agent	District	\$5,674,737	\$25,485	\$5,700,222
70	North Central Adult Education Consortium (Yuba)	Sutter County Office of Education	2026-27	Fiscal Agent	County Office of Education (COE)	\$4,102,491	\$18,424	\$4,120,915
71	Adult Education Pathways	Siskiyou Co. Office of Education	2026-27	Fiscal Agent	County Office of Education (COE)	\$1,232,926	\$5,537	\$1,238,463

Proposal for KAEC Ongoing Member District Support

Submitted by: P2C Solutions, LLC, on behalf of Mitch Rosin

Date: July 1, 2026

Dear Ms. McCauley,

P2C Solutions, LLC, is pleased to submit the following proposal to expand technical assistance consulting services to the Kern Adult Education Consortium to cover the dates of July 1, 2026 thru June 30, 2027. A detailed list of activities is included in the Scope of Work.

Mitch Rosin has worked in the workforce/education/career tech field for more than 39 years. After careers as a social worker and teacher, he joined McGraw-Hill Education where he directed the Adult Education and Workforce divisions globally for 13 years. Consulting since 2013, he is currently contracted for consultant services by CASAS, Inland Adult Education Consortium, Feather River Adult Education Consortium, Lassen-Modoc Adult Education Consortium, Copper Mountain Adult Education Consortium, San Francisco Adult Education Consortium, and Palo Verde River Consortium. He has also provided consulting services for additional CAEP Consortia (Barstow, Napa Valley, Victor Valley, Sequoias, State Center), and wrote the Fall 2015 AEBG Legislative Update for the Chancellor's Office. Mr. Rosin holds a Master of Arts in Education, a Master of Science in Curriculum Design and Development, and a Master of Science in Public Policy. He is currently completing his Ed.D. in Organizational Leadership.

The following pages outline the scope of work and cost proposal.

Sincerely,



Mitch Rosin

Mitch Rosin, MA, MS, MPS, EdD (FBC)
President/Strategist, P2C Solutions, LLC
708-309-8556

Mitch.Rosin2@gmail.com



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Scope of Work: KAEC Ongoing Member District Support

1. Provide Ongoing Support to the KAEC K-12 Member Districts

- Conduct weekly virtual office hours to provide technical assistance to KAEC member districts.
- Provide program review and evaluation support upon request.
- On-site availability one week per month through December 2026.

2. Provide Support for WASC and WIOA Applications

- Support member districts through the WIOA prequalification process. (Estimated: August–September 2026)
- Provide technical assistance in the development and submission of WIOA grant applications for eligible member districts including in-person meetings with each Member District. (Estimated: December 2026)
- Assist member districts with WASC accreditation applications and ongoing accreditation activities.

Budget

Task	Total
1. Provide Ongoing Support to the KAEC K12 Member Districts July 2026 – June 2027 Project Billing: \$2,500.00 / Month	\$30,000.00
2. Provide Support for WASC and WIOA Applications August 2026 – December 2026 Project Billing: \$3,500.00 / 13 Member District Billed in December 2026	\$45,500.00
TOTAL	\$75,500.00

Terms: Balance due 30 days pursuant to Public Contract Code § 20104.50.

Either party may terminate this contract at any time by providing the other party with a written notice of termination at least sixty (60) days in advance. Work will be delivered virtually and on-site.

Scope of Work

Kern County Adult Education Consortium: Technical Assistance, Research, and Data Support (July 1, 2026 – June 30, 2027)

Project Purpose

The Kern County Adult Education Consortium seeks continued technical assistance and research support to strengthen its data infrastructure, resource allocation practices, and member agency capacity. This engagement provides general technical assistance delivered in collaboration with the consortium director and board. Work will include continued dashboard development, refinement and operationalization of a reallocation metric tool, direct support to consortium member agencies, and data analysis in support of WIOA applications. Because consortium needs shift over the course of a program year, specific activities will be identified jointly with consortium leadership and adjusted as priorities emerge.

Project Objectives

- Continue development, refinement, and maintenance of consortium dashboards as consortium needs evolve
- Refine and operationalize a reallocation metric tool to inform consortium funding allocation discussions
- Provide direct technical assistance to consortium member agencies on data, reporting, and planning questions
- Support WIOA applications, with particular emphasis on data analysis and supporting evidence
- Provide ad hoc research, analysis, and policy support to the consortium director and board

Tasks and Activities

Task		Description/Subtasks
1.1	Dashboard Development & Maintenance	• Continue development of consortium dashboards, including additional views, measures, and data sources identified by consortium leadership

Task		Description/Subtasks
		• Maintain and update existing dashboards and underlying data pipelines, including refreshes following state data releases • Provide documentation and orientation for research staff and member agency users as dashboards change
1.2	Reallocation Metric Tool	• Refine the reallocation metric, drawing on enrollment, program hours, and allocation data to identify potential areas of under- or overfunding • Package the metric as a reusable tool the consortium can run and interpret independently, with documented methodology and assumptions • Support board discussion of allocation scenarios and potential funding adjustments
1.3	Consortium Member Support	• Respond to member agency requests for data, reporting guidance, and analytic support • Provide technical assistance on CAEP reporting, data quality, and program planning questions • Participate in monthly virtual board meetings, up to two (2) in-person board meetings or planning sessions, and additional ad hoc meetings as budget allows
1.4	WIOA Application Support	• Conduct data analysis in support of WIOA applications, including demographic, service gap, and labor market analyses • Develop tables, figures, and maps suitable for inclusion in application narratives • Review draft narratives for alignment with supporting data and evidence requirements
1.5	Ad Hoc Research & Analysis	• Provide ad hoc research and analysis on labor market trends, enrollment patterns, program outcomes, and policy questions as requested by consortium leadership • Contribute research and writing in support of the consortium annual plan and other required reporting

Key Deliverables

1. Participation in monthly board meetings and related planning sessions (Ongoing, July 2026 – June 2027)
2. Dashboard enhancements and updates, with accompanying documentation (Ongoing)
3. Reallocation metric tool with documented methodology and supporting analysis (Fall 2026 – Winter 2027)
4. Analytic products supporting WIOA applications, including data tables, figures, and maps (timed to state application deadlines)

5. Two to three research briefs or memoranda on topics identified by consortium leadership (Ongoing)
6. Research and writing in support of the consortium annual plan (Spring 2027)

Project Budget

The cost for this project is \$60,000, based on work that will take place remotely between July 1, 2026, and June 30, 2027. Additional travel and additional support can be added to this proposal for an additional cost, and the budget can be amended based on changes to the scope of work as the project progresses. Greg Hill Jr., Senior Research Associate, will provide overall leadership and subject matter expertise for this project. Other staff with relevant expertise may also be involved based on project needs.

Contract & Billing

This scope is for a fixed-price contract. WestEd will invoice monthly in twelve installments of \$5,000 per month through the contract term.

Assumptions and Constraints

- This is a general technical assistance engagement; specific activities will be identified in collaboration with the consortium director and board and may be adjusted as consortium priorities change
- Dashboard work builds on the data sources and structures established under the prior engagement; substantial changes to source systems or reporting requirements may require additional scoping
- Consortium has access to Tableau licenses for dashboard development and end-user access, or budget includes cost for necessary licenses
- Reallocation metric outputs are advisory; funding and service area decisions remain with the consortium board
- Support for WIOA applications is analytic and advisory; member agencies remain responsible for preparing and submitting their own applications
- Consortium and member agency staff will be available for coordination meetings and will provide timely access to locally held data
- Any third-party tools or services required (hosting, database licenses, etc.) are outside this scope and budget