

Adult and Community Education Advisory Committee

October 19, 2022

Committee Members

Staff and Guests

P	Abulohom, Rasha (At-Large, Omeish)	A	Hwang, Jesse (Providence, Frisch)	P	Steiner, Paul
P	Adeli, Jennifer (Dranesville, Tholen)	P	Mimaroglu, Selim (Sully, Pekarsky)	P	Garcia, Jan
P	Caballero Cantatero, Javier (Mason, Anderson)	P	Passman, Lois (Mount Vernon, Corbett-Sanders)	P	Iskander, Monica
P	Arthurs, Sean (Franconia, Derenak Kaufax)	P	Sweet, Johnelle (Springfield, Cohen)	P	Morgan, Michelle
P	Balbuena, Ken (Braddock, McLaughlin)	P	Thiam, Amy (Student Representative)	P	Williams, Karin
P	Beeman, Susan (At-Large, Sizemore Heizer)		TBD (At-Large, Keys-Gamarra)	P	Shoemake, Jard
A	Cole, Helen (Hunter Mill, Meren)				

School Board

P	Dr. Ricardy Anderson
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A=Absent P=Present

The regular meeting of the Fairfax County School Board's Adult and Community Education Advisory Committee (ACEAC) was called to order on October 19, 2022, at 7:00 pm by Ken Balbuena, ACEAC Chair. The meeting was held in room 5039 of 8270 Willow Oaks Administrative Center, Falls Church, VA 22042 with an option to attend virtually via Zoom.

1. **Review and Approval of October Agenda**
 - a. The agenda was moved and approved unanimously.
2. **Review and Approval of September minutes**
 - a. The contents of the minutes were approved with a few grammatical errors.
3. **School Board Updates**
 - a. Dr. Ricardy Anderson provided updates from the School Board.
 - b. The School Board is currently gathering data to present to the new Superintendent for the new budget proposal. The new budget will be voted on in January.
 - c. The Superintendent has been engaging in community conversations across the county. Community conversations will continue until the end of November.
 - d. Another initiative the board is working on is the Special Education Report. The report was completed and presented during the work session on October 4th. Dr. Anderson will highlight the recommendations in her next newsletter. Dr. Anderson encourages everyone to learn about the recommendations brought forth in the report.
 - e. Dr. Anderson shared the new outreach plan for the new strategic plan. She shared that at the last work session a robust plan for outreach in the community

will allow voices that are not normally heard an opportunity to share their thoughts.

- i. Johnelle Sweet expressed concern over survey fatigue and confusion between Dr. Reid's community conversations and strategic plan conversations. Dr. Anderson shared that the community conversations and strategic plan team conversations are two separate endeavors and will occur at different times throughout the year. Dr. Reid's community conversations are happening now until the end of November. These meetings are an opportunity to get to know her community better. The strategic plan conversations will begin in January. Dr. Anderson also shared the endeavor will not only be surveys but in person forums.

4. Debrief of Annual Report Presentation

- a. Ken Balbuena shared a link to the FY22 annual report presentation. Balbuena highlighted some comments from the school board.
- b. School Board member Karl Frisch asked about the cost of the catalog and recommended we reallocate some funds to online marketing. Balbuena agreed but responded that an outdated registration system may lead to a negative student experience and may not lead to a successful return on investment of marketing dollars. He reminded the School Board of ACEAC's recommendation to upgrade the student registration system.
- c. School Board member Karen Corbett Sanders wondered how ACE could better align with the County's Parks & Recreation (FCPA). Could we leverage their registration system? Karin Williams, Director of Office of Strategic Planning and Communication (OSPC), replied that ACE has already inquired about using their registration system, but she will circle back again.
- d. School Board member Megan McLaughlin reiterated that ACE should be a self-sustaining program with data to justify program enrollment. She also mentioned that there are a lot of county programs that could benefit from the ACE program.
- e. School Board member Melanie Meren wondered if FCPS is the right place for ACE or would it be a better fit in FCPA.
- f. School Board member Abrar Omeish focused on family engagement. She suggested there should be a joint meeting between FCPS and the Board of Supervisors for long-term funding of the program.
- g. School Board member Dr. Ricardy Anderson supported ACE as an FCPS program and reminded the board of the Auditor's Report in 2018.
 - i. The Auditor's Report found that adult education is not fully funded in any other division in the United States, and self-sufficiency of adult education programs is not a common practice. (The report can be found in BoardDocs.)
- h. Lois Passman shared that she passed along organizational charts to the Superintendent for awareness of where the ACEAC programs lie within the FCPS organization.
- i. Johnelle Sweet wondered if ACEAC should update their charge considering the feedback from the School Board. Dr. Anderson shared it would not be a problem to pivot and resubmit a new charge in order to align with the feedback from the School Board.

5. ACE Administrator Updates

- a. Paul Steiner, ACE Administrator, shared ACE updates.

- b. Enrollment updates are as follows: Adult ESOL 2,324 enrollments; Driver's Education 1,092 enrollments; Apprenticeship has 445 enrollments.
- c. ACE has 3 positions open in the ACE central office. Hopefully, they will be filled soon. Additionally, hiring teachers is a challenge just as K-12 does. There are currently 45 skill trade courses with instructors.
- d. The ACE Foundation has distributed all scholarships. They will have a planning meeting next week to allocate scholarships for this upcoming year.
- e. The Original Mount Vernon High School plans are starting to finalize. Classrooms should be available for use in 2025. Steiner and Williams will have a detailed report for the committee later. The project at Hybla Valley (W.I.S.H. Center) will launch a pilot course of Adult ESOL soon. Bryant High School has a strong set of course offerings. Currently, staff is working on a plan to better utilize the apprenticeship classrooms to maximize course offerings and enrollment.
- f. The next catalog will be published in early December. The upload date is December 1st. Distribution could be via postal mail or The Washington Post. Additionally, Steiner is working on finding a marketing vendor that maximized the budget. Steiner shared this publishing will look different because it will focus on a listing of courses like a "catalog style." The catalog will be 16 pages.
 - i. Passman requested to see the catalog when it is in draft form.
 - ii. Jennifer Adeli asked for clarification on the vendor for the distribution. Steiner explained the vendor works with The Washington Post which allows a greater distribution to the area. The goal is to get these catalogs into as many homes as possible. Adeli offered to work with Steiner to maximize data and target marketing.
 - iii. Adeli asked for clarification on the printing and marketing RFP. Steiner explained it had three portions – printing, distribution, and marketing. The Washington Post will provide printing and distribution. RMR is the firm providing marketing services. Steiner and Williams will invite ACEAC members to a future meeting with RMR if interested.
 - iv. Sweet asked for clarification on the location of new ACE sites. She wanted to bring attention to the fact the majority of classes are located in a small area in Region 1 (Herndon, Langley, Madison, Oakton, and South Lakes Pyramids). She mentioned it can be a 2-hour bus ride for students in her area to access classes. Steiner shared new classrooms should be available in Herndon High School beginning in March.
 - v. Williams shared there used to be classes in the Mountain View area, but interest dropped off. Joe Thompson, Special Projects Administrator in the Department of School Improvement and Supports, is working with Williams to utilize Mountain View better. Williams shared it is important to find the areas in the county that allow more access to classes.

6. Adult High School Classes

- a. Dr. Michelle Morgan, Adult High School Administrator, shared updates.
- b. For the Diploma program enrollment at the end of September was 243
- c. 170 in High School equivalency program
- d. The largest challenge continues to be securing teachers for evening classes. This year, they also struggled hiring support staff.
- e. An important statistic to share is that 84% of students are considered school age or students between the ages of 18-20 for general education students, and 18-24 for special education students.
- f. There is a career fair at the Plum Center next weekend.

7. Driver's Education Presentation

- a. Jard Shoemake, Driver's Education Program Specialist, shared a PowerPoint presentation with the group. The presentation is attached.
- b. Balbuena asked how the virtual portion of the program was going this year. Shoemake shared that the state changed the regulation this year to require all classes in-person. It has been a challenge finding enough locations to hold the in-person courses.
- c. Balbuena asked about the possibility of offering classes to the community. Shoemake shared they did have adult classes, but they didn't get enough enrollment to sustain the classes. He shared that they can revisit this endeavor again.
- d. Sweet asked if the challenge is more vehicles or staffing. Shoemake shared that he does not have a staffing deficit. If he had more vehicles, he would be able to staff more classes.
- e. Passman asked if Shoemake could provide a response to how much a vehicle costs and who pays for it. Williams said this will be shared with the committee offline.
- f. Amy Thiam shared she recommends more marketing for ACE targeted at students. She was not aware that ACE offers driver's education classes to high school students.

8. Meeting Polls for Future Meeting Dates

- a. Karin Williams shared that there is a possibility that the committee will have to meet in person. She is awaiting guidance from the School Board Counsel. Committee members voted on polls to vote on meeting times.
- b. The committee agreed to continue on the third Wednesday every month at 7 pm with Willow Oaks being the desired in-person meeting location.

9. Closing Remarks

- a. Ken Balbuena adjourned the meeting at 9:10 pm following a motion of unanimous consent.