



ABC Adult School

Strategic Plan 2024 - 2027

Revised: 8/6/2025

The ABC Adult School Strategic Plan provides a focus and guidance for planning over the next six years. This Strategic Plan builds on previous phases and charts a visionary course to improve student achievement.

The Strategic Plan for 2024-27 updates five Strategic Directions. Each of these directions provides a comprehensive theme for an essential component of our school. Furthermore, each Strategic Plan Direction outlines specific strategies that we will implement as part of our ongoing continuous improvement plan.

The Strategic Plan is our commitment to making a long-term, collective investment in our students and their future. We look forward to your ongoing support and participation as we embark on this journey.

THE VISION OF THE ABC ADULT SCHOOL IS:

Students will develop confidence and self-reliance as they aspire to reach their full potential in lifelong learning. We will cultivate our students' desire for knowledge and encourage them to take on new and exciting challenges by providing a solid foundation on which to build their learning.

THE MISSION OF THE ABC ADULT SCHOOL IS:

The Mission of ABC Adult School is to provide quality education to our diverse community, offering meaningful opportunities for success in career, academic, and personal goals.

STUDENT LEARNER OUTCOMES

ABC Adult School employed a collaborative self-study process to develop the Student Learning Objectives (SLOs). Throughout this process, the school emphasized results that would apply to all programs and all students, who could be assessed, and that would serve as authentic foundations for the school improvement process. Through formal meetings and the distribution of memoranda and minutes, a core Leadership Group first provided an overview for students, staff, and community representatives.

ABC Adult School has identified the following Student Learner Outcomes (SLOs): ABC Adult School prepares students to be:

SELF-DIRECTED LIFELONG LEARNERS WHO:

- Acquire knowledge and skills appropriate to their goals in life
- Set and achieve career, educational, and/or personal goals
- Seek continuing career training and/or educational opportunities

EFFECTIVE COMMUNICATORS WHO:

- Demonstrate appropriate language, digital literacy, computational skills, and/or technical skills
- Apply communication skills to professional, technical, creative, and other real-life situations
- Enhance and improve their ability to understand and be understood by others

CRITICAL THINKERS AND PROBLEM-SOLVERS WHO:

- Exercise their powers of judgment, perception, and inference
- Assess and fulfill their own needs by finding appropriate resources
- Apply knowledge to professional, technical, and other real-life situations

PROGRAMS AND COURSES

ABC Adult School offers a Career Technical Diploma to students who take a prescribed number of professional courses directed to specific careers. The Career Technical Diploma program is designed to verify to business and industry that the student has the skills required for entry-level positions. Career programs include:

- Accounting Technician
- Administrative Assistant
- Cosmetology
- Dental Assistant
- Graphic Media Design
- IT Technician
- Medical Assistant
- Medical Front Office Assistant
- Pharmacy Technician

ABC Adult School offers a full range of ESL classes, held daily, during morning, afternoon, and evening hours. Classes are offered for all levels, ranging from beginner to advanced.

ABC Adult School Students are welcome to attend our Academic program for credit recovery towards a high school diploma, to prepare for a high school equivalency test, or to improve basic skills.

The Parent Education Program is based on the premise that learning is a natural, ongoing process. Classes are designed to train parents to create supportive and positive learning environments for their children, stimulating their physical, intellectual, social, and emotional growth.

ABC Adult School is committed to offering community-based classes that foster learning and social growth, ultimately enhancing the quality of life for students of all ages. We offer a diverse selection of workshops and courses designed for personal enrichment and professional development, and to increase body and mind health. These classes are self-supporting and are not funded by taxpayer dollars. Classes offered are:

- Arts, Crafts, and More
- Health and Fitness classes
- Music Classes
- Painting Classes
- Sewing Arts
- Upholstery

ABC Adult School features an Assessment Center, approved as a Pearson VUE Testing Center, and is fully equipped for administering computer-based tests.

FACILITIES

The main office and school site is headquartered at 12254 Cuesta Drive in the city of Cerritos, adjacent to the District's continuation high school. The phone number of our main office is (562) 229-7960. Our satellite campus, Cabrillo Lane Education Center (Cabrillo Lane), is located at 20122 Cabrillo Lane, Cerritos, CA 90703. Cabrillo Lane's phone number is (562) 229-7965. Cabrillo Lane is shared with other district programs, including Adult Transition, BRIDGES, STEP (Steps to Encourage Peace), STAY (Smoking, Tobacco, and You), and PATH (Pointing Adolescents Toward Health).

The school currently operates during a traditional school format, from August to May. The school year is divided into quarters, trimesters, and semesters, depending on the program. This totals 177 instructional days during a regular school year.

WASC REVIEW AND ACCREDITATION

The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) is one of six regional accrediting associations in the United States. The Accrediting Commission for Schools, WASC, extends its services to over 4,500 public, independent, church-related, and proprietary pre-K–12 and adult schools, works with 16 associations in joint accreditation processes, and collaborates with other educational organizations.

The ACS WASC accreditation process fosters excellence in elementary, secondary, and adult education by encouraging school improvement. WASC accreditation recognizes schools that meet an acceptable level of quality, following established, research-based WASC criteria.

In October 2021, ABC Adult School hosted a combined accreditation visit with the WASC and the Council on Occupational Education (COE). The Principal and staff completed a self-study and hosted a WASC visiting committee to evaluate the school's progress against goals set forth by the previous WASC review committee, and were accredited through June 30, 2025. To host a dual accreditation visit with COE, an extension was granted until August 2025.

COE ACCREDITATION

The Council on Occupational Education (COE) is a national accrediting agency of higher education institutions recognized by the U.S. Department of Education. COE accredits non-degree-granting and associate degree-granting postsecondary institutions that offer career and technical education. COE

accreditation is necessary for students to qualify for federal Pell grants. Accreditation is renewed annually through the submission of the COE Annual Report, which affirms ABC Adult School's compliance with COE standards and criteria.

In October of 2021, ABC Adult School hosted a reaffirmation visit by both COE and WASC. The school had minor findings that were addressed and corrected. Our school was reaffirmed in January 2023, with the next scheduled visit August 25 - 28, 2025.

STRATEGIC PLAN FRAMEWORK

The Strategic Plan is formatted to highlight the overall Direction, followed by several goals. Departments at the ABC Adult School develop specific strategies to achieve these goals. The goals serve as a guide for our dialogue with staff and community members. Each department will determine specific targets in response to the five general directions.

The Strategic Plan is intended to serve as a roadmap that guides the actions and decision-making of ABC Adult School and the District over the next three years. The school believes it is essential to have a strong, coherent Strategic Plan, but recognizes that consistent, high-quality implementation is even more critical. School resource allocation decisions, particularly those related to budget, will be aligned with the plan priorities.

The school will avoid taking a "one size fits all" approach and recognize that different programs may require different strategies and resources. Adult School leadership will continue to engage staff at all levels in planning and decision-making related to their work.

ABC Adult School intends to develop and publish an annual report that includes both student achievement outcomes and the implementation measures of the Strategic Plan. Updates will be provided to the Board throughout the year.

STRATEGIC DIRECTION

The ABC Adult School Strategic Plan Directions are designed to address the following questions: Where are we now? Where are we going? What will get in our way? And what do we need to do to reach our desired destination? The Strategic Plan highlights five significant areas of focus:

- Academic Achievement for All
- Professional Growth for Employees
- Family and Community Engagement
- System to Support Student Success
- Effective Resource Management

ABC ADULT SCHOOL EDUCATION PROGRAMS

- Are based on state-approved standards.
- Provide rigorous training, development, and skill building.
- Demonstrate measurable learning outcomes for all adult school participants.

STRATEGIC AREA 1:

Academic Achievement for All (Program Development)

ABC Adult School provides all students with equitable access to a rigorous curriculum across six 4 program areas. Program development is ongoing and continuously discussed at various staff and department meetings.

Strategies:

- Create a new HVAC path or program.
- Develop a progress survey, an exit survey, and a method for distributing them to students.
- Work with PAACE to develop ways to articulate between consortium schools.
- Reorganize the job center.

STRATEGIC AREA 2:

Professional Growth for Employees (Staff Development)

ABC Adult School recognizes that ongoing training and professional development for its faculty are crucial. Teachers are encouraged to attend industry conferences and workshops to stay up-to-date with new trends and techniques.

Regular departmental staff meetings and workshops are scheduled and placed on the master calendar. Teachers are invited to attend and share their knowledge and skills.

Strategies

1. Have teachers more involved with organizing and running industry advisories. Visit partner industry locations.
2. Encourage teachers to attend more staff development opportunities.
3. TOSA and Department Chair to develop and deploy high-quality professional development.

STRATEGIC AREA 3:

Family and Community Engagement

ABC Adult School is committed to offering various opportunities for students, staff, and community members to participate in events sponsored by the school.

Strategies

Each year, ABC Adult School celebrates its students with several school-site events.

The Job Developer hosts the Career Fair, and students and community members are invited to attend and to learn about available, local jobs from business representatives.

The Outstanding Student Awards ceremony is an uplifting annual event in which exemplary

student learners are chosen by their teachers to receive public recognition and certificates of achievement from adult schools, local cities, and the State of California. All staff, students, and community members are invited to attend.

The Graduation Ceremony is held each June, during which students wear traditional graduation caps and gowns and receive diplomas from the principal.

New Student Orientations are scheduled at both campuses before the start of the new quarter and are publicized in the ABC Adult School brochure.

An annual Open House, Craft and Fitness Fair takes place at the Cabrillo Lane campus. Students and teachers are encouraged to reserve a table where they can sell handmade items or showcase the work they are doing. Health and Fitness, Music, and CTE teachers are encouraged to provide a demonstration of their class, with student involvement. ESL students display artwork about their country of origin, and a parade is held where they wear native costumes. Art students can showcase their beautiful accomplishments.

The CTE department offers nine career programs, each with local business representatives who attend the Advisory Committee meetings. The Advisory Committee comprises business representatives, CTE staff, and students from various career and technical education programs. Suggestions and feedback are requested from the advisory board to help with better student job preparation. The representatives attend two meetings each year. There is also an Institutional Advisory Committee meeting held annually, to which business representatives are invited to attend.

A Graduate bulletin board and incentives (SWAG) for student achievements promote community within the Academic Department itself.

A Holiday program is held at both campus locations, where students and staff are encouraged to participate in sing-alongs.

Throughout the year, the school celebrates several heritage months by inviting students to share their experiences or participate in cultural celebrations.

A monthly community coffee event is held on both campuses, providing students with the opportunity to meet with administrative staff and connect with their school community.

STRATEGIC AREA 4:

System to Support Student Success (Student Support)

ABC Adult School recognizes that students are the most essential part of the school. Without student support, there is no adult school. Adult students must be engaged and made to feel that they are gaining critical skills by attending classes. The variety of students is reflected in the success of such a wide range of programs and courses.

Strategies

- Support staff will receive better training to answer questions at the walk-up counter accurately.

- Implement Federal Financial Aid (PELL).
- Students will be encouraged to utilize the Job Developer better to gain skills to enhance their professional development.

STRATEGIC AREA 5:

Effective Resource Management (Facilities and Equipment)

ABC Adult School and District leadership recognize that a well-run school is crucial for student achievement.

A plan for facility and campus improvement has been developed and is continually updated. Each department gathers a list of needs and wants, which it sends to the Principal. The Principal, in consultation with the Leadership team, makes budgetary decisions with the oversight of District leadership.

ABC Adult School follows District plans and guidelines for the operation, maintenance, and improvement of the physical plant (including elements addressing personnel, equipment, supplies, relevant state law, and applicable federal codes and procedures. This plan is regularly evaluated and revised as needed.

A safety meeting is held monthly with an assistant principal, a school secretary, and general maintenance personnel in attendance.

Strategies

- New display technology will be purchased and installed in classrooms.
- Computer software and hardware will continue to be updated to align with industry standards.
- Update H buildings to be new state-of-the-art classrooms.

EVALUATION

The evaluation process includes four primary areas of focus.

- State Standardized Data
- Community/Staff Student Surveys
- ABC Assessments
- Specific Results-Based Targets

The school intends to develop and publish an annual report that includes both student achievement outcomes and the implementation measures of the Strategic Plan. Updates will be provided to the Board throughout the year.

The strategic plan is reviewed by the faculty, administration, and institutional advisory committee

and revised as necessary at least annually.

The results of the progress evaluation toward achieving the objectives are documented.

FINANCIAL RESOURCES

The current sources of revenue for ABC Adult School include tuition and fees, the California Adult Education Program, Carl Perkins, WIOA, the ELL Healthcare Pathways Grant, and CalWORKs.

Amounts and percentages are detailed below:

- Total Revenue: \$16,399,237
- Tuition and Fees- \$758,045
- CAEP - \$10,534,490
- Carl Perkins - \$106,212
- WIOA - \$322,598
- ELL Healthcare Pathways Grant - \$ 99,820
- CalWorks - \$549,232
- Prior Year carryover- \$4,028,840

For the 2025-2026 year, the preliminary CAEP allocation is \$ 10,790,474. Carl Perkins is \$77,120. WIOA has not been released yet.