



WEST END CORRIDOR
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

*Chaffey Joint Union – Chino Valley Unified – Fontana Unified – Upland Unified – Baldy View ROP
Chaffey Community College*

Meeting Agenda

May 8, 2019, 12:30 p.m. Chaffey Adult School

- * = Decisions to be made or action items
___ = Materials/documents provided

- I. Welcome/Introductions
- II. Approval of Agenda*
- III. Approval of Meeting Minutes from April 23, 2019*. Member reps present: Cindy Gleason, Todd Haag, Carl Hampton, Matt Morin, Aaron Dover, Adder Argueta
Others: Dana Galloway (Program Coordinator)
- IV. Public Comment
- V. Member Comment
- VI. Consent Items
- VII. Outreach & Marketing*
Review of school fact sheets
Information regarding other forms of advertising
Shall we do a targeted mailing for the summer?
- VIII. Data Group meeting: May 1
Question: What constitutes a CTE milestone/certificate?
Next meeting June 5. Please convey ideas/questions/concerns to your Data Groupie.
New data available on CAEP website.

- IX. Future Professional Development*
 ESL PD date and location
 CTE event?
 August 1 PD event at SBVC/Inland Consortium. Free event. Will teacher pay and mileage be covered by CWF? (*registration link has been shared with reps*)

- X. Calendar Planning*
 Future meeting dates: Meeting date prior to 3-Year Plan submission?
 Summer meeting date: TBD
 2019-20 proposed meeting dates: July 31, September 11 (Dana gone,) October 16, December 11, January 15 (2020,) February 26, April 8, May 6

- XI. Census pilot
 See email from Neil Kelly. Webinar to be held on May 10.

- XII. Review of approved funds* (*for clarification purposes*)
 ESL Teacher Networking Event: 4 hours teacher pay + mileage (*sign-in sheets sent out*)
 CCAE Consortium ESL presentation: Debbie Haag (CAS), Lisa Pinell-Hernandez (FAS), Alisa Kuhns (CVAS) – 3 planning meetings at **2 hours each** (2/21, 3/14 and 4/9) + 4 hours prep time
 CASAS Summer Institute: Registration, travel, hourly rate (depending on the employee)

- XIII. Renewal of contract with Dana M. Galloway LLC*
 See Program Coordinator Tasks/Accomplishments

- XIV. Debrief
 CCAE State Conference and consortium ESL presentation
 Todd: Legislative Day, Sacramento

- XV. Workforce Development Board MOU for WIOA
 Todd: Comment

- XVI. Three-Year Plan (WestEd, Greg Hill Jr.)*
 Revisit WestEd proposal for: 3-Year Plan; ongoing support 2020 – 2023
 Discussion of regional needs, 3-Year Plan outline
 Schedule meetings with member reps

- XVII. Other

Information Items- Announcements/Calendar of Events:

June 6: WDB Staff Training, Highland
June 11-13: CASAS Summer Institute, Orange County
Oct. 29-30: CAEP Summit, Orange County (*current call for proposals*)
Oct. ?? CCAE Southern Section Conference, TBD
Nov. 7-9: ACSA State Summit, San Francisco
Nov. 22-23? CCAE South Coast Conference, Palm Springs

Upcoming Deliverables:

Jun 7: Three-Year Plan
Jun 30: 17/18 & 18/19 member expense report certified by consortia in NOVA (Q3)
Aug 1: Student data due in TOPSPro (Q4) FINAL
Aug 15: Annual Plan due in NOVA
Aug 26: Data and Accountability close out and Practice with Promise (Jim F. will write)
Sep 1: 17/18 and 18/19 Member Expense Report due in NOVA (Q4)
Sep 1: July 1, 2018 to June 30, 2019 expenses by program area due (estimates only) in NOVA

Next regular meeting: **TBD**

Materials:

School Fact Sheets (draft)
Email re: Census Pilot
Program Coordinator Tasks/Accomplishments
WIOA Memorandums of Understanding
WestEd Proposal