



**WEST END CORRIDOR**  
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

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

**Executive Committee Meeting Agenda**  
February 26, 2020, 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 January 15, 2020\*. Member reps present: Cindy Gleason, Todd Haag, Carl Hampton, Matt Morin, Rose Bomentre, Andrew Stager
- IV. Public Comment
- V. Member Comment  
Cindy: Request for funds
- VI. Consent Items
- VII. Professional Development Future Events\*  
  
GED Teacher training (Debi Faucette), April 30 p.m./May 1 a.m., Location TBD (InTECH Center?)  
  
Determine date for ESL teacher event in the fall. Create an ESL work group to plan?
- VIII. Amendment to Annual Plan\*: Addition of Fee Schedule as required by law

- IX. Review of Governance document and updating of Bylaws  
Members will be given and sent documents to review and provide input for approval at the March 18 meeting.
- X. Approval/Clarification of consortium-wide funds\*:  
GED teacher training, April 30/May 1  
Leg Day  
CASAS SI (clarification re: expenses, labs)
- XI. Data System Quality Improvement (WestEd, Greg Hill Jr.)  
Mid-year data review
- XII. Other

***Information Items- Announcements/Calendar of Events:***

Upcoming events:

- February 26: Side by Side PD, CVAS
- February 28: MIS Data Training, SBVC
- March 6: CAEP Fiscal Webinar (12 – 1:30)
- April 21-22: Legislative Day, Sacramento
- April 23-25: CCAE State Conference, Sacramento
- April 30/May 1: GED Teacher training, TBD
- June 23-25: CASAS Summer Institute, Garden Grove

WECC Leadership Meeting Calendar 2019-20: April 8, May 6

***Upcoming Deliverables:***

## February 2020

- **Feb 28:** Preliminary allocations for 2020-21 and 2021-22 released by this date

## March 2020

- **Mar 1:** 17/18 and 18/19 and 19/20 Member Expense Report due in NOVA (Q2)



- **Mar 1:** Close out of 17/18 Member Funds due in NOVA
- **Mar 31:** 17/18 and 18/19 and 19/20 Member Expense Report certified by Consortia by NOVA (Q2)
- **Mar 31:** Close out of 17/18 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3

## April 2020

- **Apr 30:** Student Data due in TOPSPro (Q3)

## May 2020

- **May 2:** CFADs for 2020-21 due in NOVA

## June 2020

- **Jun 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4

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Next special meeting (fiscal planning):	March 18, 2020
Next regular meeting:	April 8, 2020

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### **Materials:**

WECC Fee Schedule (draft)

WECC Governance Document

WECC Bylaws (draft)

Data Reports as determined by Greg Hill Jr.