



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

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

**Executive Committee Meeting Agenda**  
April 7, 2021      9:00 a.m.      Chaffey Adult School

*Please contact the Program Coordinator, Dana Galloway ([dana.galloway@cjuhsd.net](mailto:dana.galloway@cjuhsd.net); 909-391-5365), for information on providing public comment at this meeting.*

\* = Vote to be taken or action item  
\_\_\_ = Materials/documents provided

I. Welcome/Introductions

II. Approval of Agenda\*

**III.** Approval of Meeting Minutes from March 17, 2021\*. Member reps present: Cindy Gleason, Todd Haag, Matt Morin, Andrew Stager, Carl Hampton

IV. Public Comment

V. Member Comment

VI. Consent Items

VII. Fiscal Planning\*

A. Approve to continue with fiscal agent model and CJHUSD

B. One-time allocations from consortium-wide fund (CWF)  
carryover via  
allocation amendment (after the CFAD has been approved)  
Do we want to allocate at this time?  
Member proposals

- C. Professional development
1. Discussion of proposal to give PD funds directly to member institutions rather than invoicing the fiscal agent for expenses
  2. Approval of funds from consortium-wide account to attend CASAS SI (\$175/pp)

- D. Other miscellaneous expenses
1. Website hosting

VIII. Update WECC Bylaws to reflect withdrawal of BVROP

IX. WestEd contract  
Input from members as to needs and interests  
Cindy: How to keep track of our progress (see template)

X. Marketing  
Spectrum advertising project

XI. Student Motivation & Retention networking event  
Debrief

XII. Member updates  
Canvas licenses at CAS

XIII. State issues on the horizon  
Carryover cap  
Employment & Earnings survey for CAEP students  
Consortia Effectiveness letter (March 3, 2021)  
Adult Education Funding letter (March 29, 2021)



*Note: Any member who wishes to have some copies of the N&R publication for our region, or needs WECC postcards, please ask for them.*

**Information Items/Calendar of Events:**

Upcoming events: (To register for most state events, go to: <https://caadultedtraining.org/>)  
(All meetings virtual)

Apr. 7, 12:00 p.m.	CAEP Webinar: State Priorities
Apr. 14, 9:00 a.m.	Regional WIOA II/ACSA meeting
Apr. 19, 11:30 a.m.	San Bernardino County Economic Recovery Event

[https://zoom.us/webinar/register/WN\\_5PsNMBluTvSUTVPcR2QvFA](https://zoom.us/webinar/register/WN_5PsNMBluTvSUTVPcR2QvFA)

Apr. 19-20	CCAIE Legislative Days ( <a href="http://ccaestate.org">ccaestate.org</a> )
Apr. 21-23	CCAIE State Conference ( <a href="http://ccaestate.org">ccaestate.org</a> )
Jun. 17/18, 22/23	CASAS Summer Institute ( <a href="http://casas.org">casas.org</a> )

**WECC Meeting Calendar for 2020-21: May 5**

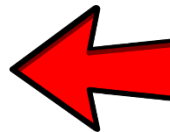
***Upcoming Deliverables:***

**April 2021**

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

**May 2021**

- **May 2 (April 30):** CFAD for 2021-22 due in NOVA



***Please approve the CFAD as soon as you get the message from NOVA. Thank you!***

**June 2021**

- **Jun 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4

**August 2021**

- **Aug 1:** Student Data due in TOPSPro (Q4) FINAL
- **Aug 15:** Annual Plan for 2021-22 due in NOVA

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**Next regular meeting: May 5, 2021**

Documents/Materials:

2021-2022 WECC Fiscal Planning (Excel worksheet)  
Student Motivation & Retention, Evaluation & Interest Survey