



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

July 28, 2021 12:30 p.m. Chaffey Adult School

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

I. Welcome/Introductions

II. Approval of Agenda*

III. Approval of Meeting Minutes from May 5, 2021*. Member reps present:
 Cindy Gleason, Todd Haag, Matt Morin, Carl Hampton, Andrew Stager

IV. Public Comment

V. Consent Items

VI. Member Updates

VII. Fiscal Planning*

Latest COLA amounts to be approved as follows. Allocation amendment is due by **Sept. 1**:

	21-22 Allocations	% of total	increase (June 21)	with increase
Consortium	\$ 319,002.00	0.0426989	\$ 8,014.72	\$ 327,016.72
Chaffey Adult	\$ 3,600,000.00	0.481866	\$ 90,447.69	\$ 3,690,447.69
Chino Valley	\$ 1,407,000.00	0.1883293	\$ 35,349.97	\$ 1,442,349.97
Fontana	\$ 1,407,000.00	0.1883293	\$ 35,349.97	\$ 1,442,349.97
Upland	\$ 433,455.00	0.0580187	\$ 10,890.28	\$ 444,345.28

Chaffey College	\$ 304,500.00	0.0407578	\$ 7,650.37	\$ 312,150.37
Total	\$ 7,470,957.00	1	\$ 187,703.00	\$ 7,658,660.00

Final allocation amounts rounded to the nearest dollar:

C/W:	327,017	
CAS:	3,690,448	(CJUHSD total = 4,017,465)
CVAS:	1,442,350	
FAS:	1,442,350	
UAS:	444,345	
College:	312,150	

VIII. Approval of updated WECC Bylaws*

IX. Approval of WestEd proposal*

X. Approval of funds for WECC website maintenance*
Not to exceed \$2,000. We may need to pay for periodic back-up.

XI. Marketing
Update on the Spectrum Reach marketing project
New video to be recorded in the fall

XII. Annual Plan: Approved in NOVA by August 15.
Please review strategies to be included. These will form the basis of your Budget & Work Plan.

XIII. Library literacy programs; possible partnership

XIV. CAEP News
Member effectiveness guidance (see memo)
Carryover bill is dead; original carryover limits still in place.

XV. Other

- Please forward WIOA II Continuous Improvement Plans (CIP) to Dana. These should be analyzed and possibly incorporated into our 3-Year planning process.
- Sign up to be included in the MoveAheadWithAdultEd campaign:

<https://coabe.org/moveahead-with-adult-ed/> (sign up for toolkit; check the box to indicate you want to be included in the directory)



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/>)

August 3, 1:00 p.m.	Statewide WIOA II Meeting (virtual)
August 20, 12:00 p.m.	CAEP Webinar: New! NOVA Consortium Monitoring Dashboard and Reports
August 31, 9:00 a.m.	WIOA/ACSA Regional Network meeting at Corona-Norco
September (20-)24	CAEP Directors' Event (Directors and Chairs only) (virtual)
October 26-28	CAEP Summit (virtual)
November 3-5	ACSA State Summit in San Francisco
November 18-20	CCAE Southern/South Coast Conference, Palm Springs

WECC Meeting Calendar for 2021-22: September 8, October 13, December 8, (2022) January 12, February 23, April 6, May 4

Upcoming Deliverables:

● August 2021

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

● September 2021

- **Sep 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA *
- **Sep 1:** 21/22 Certification of Allocation Amendment due in NOVA (new)
- **Sep 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** 21/22 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

● October 2021

- **Oct 30:** 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA *
- **Oct 31:** Student data due in TOPSPro (Q1)

Next regular meeting:

September 8, 2021

Documents/Materials:

Revised WECC Bylaws

WestEd Proposal: Adult Education Professional Services and Comprehensive Regional Plan

WECC Annual Plan Strategies 2021-22

Memo (June 30, 2021): Reminder on Member Effectiveness Guidance