



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

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

**Executive Committee Meeting Agenda**  
April 6, 2022      12:30 - 2:30 p.m.      Via Zoom

*Please contact Dana Galloway, Program Coordinator ([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 February 23, 2022\*. Member reps present:  
Cindy Gleason, Todd Haag, Carl Hampton, Matt Morin
  
  - IV. Public Comment
  
  - V. Consent Items
  
  - VI. Fiscal\*
    - 1. CFAD
      - a) 2022-23 allocations have been recalculated based on the total amount given to the Consortium and member percent to 6 decimal points. See attached [WECC Allocations for 2022-23](#).
- Governance questions on the CFAD. Please review and comment.

Bylaws of the West End Corridor (July 2021) are to be submitted with the CFAD this year. Proposed changes include the addition of *Meeting Norms (under Article III)* and *Carryover (under Article I, Sec. 4 Funding.)*

2. Requests for one-time monies.

3. Revisit conference reimbursement for member districts.

VII. 2022-23 Meeting schedule\*

See dates below. Do we want to keep the same days and time?

VIII. Program Coordinator

Please consider some limitations Dana may have in the coming year. The contract may be voted on at the next meeting.

IX. **Three-Year Planning\***

WestEd: Greg Hill Jr. and team

- Update on progress
- Report on Student Focus Groups
- Performance analysis (LaunchBoard)
- Next steps
- Meeting with member reps: April 20, 21 or 22?

X. Other

PD: Training for HSE teachers (Cindy)

ASAP texting feature: How is this going for FAS and CVAS?

CAEP/WestEd request for information on CTE programs: College, CAS, FAS (other?)

UAS: No website?

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

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

April 20, 9:00 a.m.

ACSA/WIOA, Chaffey Adult School

April 29, 12 noon

CAEP/WestEd webinar: AEP 2022 is LIVE: New Features and Updates to the Adult

Education Pipeline Dashboard

May 5 – 7

CCAIE State Conference, Hollywood

June 14 - 16

CASAS Summer Institute, San Diego

Nomination of outstanding adult education student (OTAN) by April 15. See below.

- The nomination period for the **2022 Adult Education Students Succeed Program** is now open! OTAN invites nominations of adult education learners who are successful as a result of the education received at California adult education agencies. Learn more about the program and how to nominate a student: <https://bit.ly/CAESS2022>

WECC Meeting Calendar for 2021-22: May 4  
*Special meetings will be scheduled for 3-Year Plan collaboration in April and/or May.*

WECC Meeting Calendar for 2022-23: July 27, September 7, October 12, December 7, (2023) January 18, February 22, April 5, May 3

### ***Upcoming Deliverables:***

## April 2022

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

## May 2022

- **May 2:** CFAD for 2022-23 due in NOVA \*

## June 2022

- **Jun 1:** 20/21 and 21/22 Member Expense Report due in NOVA (Q3)
- **Jun 20:** 2022-25 Three-Year Plan due in NOVA
- **Jun 30:** 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q3) \*
- **Jun 30:** End of Q4

## July 2022

- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL

## August 2022

- **Aug 1:** Employment and Earnings Follow-up Survey
- **Aug 15:** Annual Plan for 2022-23 due in NOVA \*

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Next regular meeting:

May 4, 2022

Documents/Materials:

WECC Allocations for 2022-23  
Bylaws of the West End Corridor, July 2021