



**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**

February 23, 2022      12:30 - 2:30 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 January 12, 2022\*. Member reps present:  
Cindy Gleason, Todd Haag, Carl Hampton, Andrew Stager, Laura Alvarado for Matt Morin
- IV. Public Comment
- V. Consent Items
- VI. Fiscal\*  
CFAD 2022-23; COLA to be distributed proportionately per WECC Allocations 2022-23. The COLA may change so approval applies to the final amount. This will be communicated to all members.

Governance document/Bylaws are to be submitted with the CFAD this year. These were updated in 2021. Are any changes needed? Bylaws of the West End Corridor, July 2021

Requests for one-time monies. (FAS request for CNA supplies; other.)

CCAIE State Conference (Hollywood.) Registration is \$650 for members.

Revisit conference reimbursement for member districts.

- VII. Data reporting  
Data Group met on February 15

CAEP Outcomes Summary report. Documenting student outcomes (See WIOA/CAEP Outcomes Reference Sheet.) Dana and/or Data Groupies will meet with adult school principals individually.

- VIII. Three-Year Planning\*

Selection of mandatory metrics (barriers) for consortia. See 3-Year Planning (Student Barriers)

Discussion of optional metrics for members (Dana)

WestEd: Greg Hill Jr. and team  
Comments on the WECC Student Focus Group Protocol

- IX. CAEP News

New CAEP data sheets based on 2020 data per email sent by TAP last week. See CAEP website.

New legislation: EC 84906, effective January 1, 2022 Job market study required to establish new CTE courses AND required approval by local or consortium board. See attached PPT, slides 11 & 12.

- X. Focused Comment

See WECC Enrollment Data by Quarter. We are well above the state average growth for Q1. What is everyone doing to find students and encourage them to enroll?

- XI. Other\*

In future, should all WECC Executive meetings include lunch?

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

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

March 1, 1:00 p.m.	California Statewide WIOA II Network Meeting (virtual)
March 10, 9:00 a.m.	National TE Network Meeting (virtual)
May 5 – 7	CCAIE State Conference, Hollywood

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:** April 6, May 4  
*Special meetings may be scheduled for fiscal planning (March) and 3-Year Plan collaboration.*

**Upcoming Deliverables:**

## February 2022

- **Feb 28:** Preliminary allocations for 2022-23 and 2023-24 released by this date.

## March 2022

- **Mar 1:** Member expense report is due in NOVA.
- **Mar 31:** 19/20 and 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q2) \*
- **Mar 31:** End of Q3

## 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

---

Next regular meeting:

April 6, 2022

Documents/Materials:

WECC Allocations 2022-23  
WIOA/CAEP Outcomes Reference Sheet  
3-Year Planning (Student Barriers)  
CAEP PPT: Three-Year Plan in NOVA Part II  
WECC Student Focus Group Protocol (WestEd)  
WECC Enrollment by Quarter  
Bylaws of the West End Corridor, July 2021