



**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**

October 12, 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 September 7, 2022\*. Member reps present: Cindy Gleason, Todd Haag, Matt Morin, Andrew Stager
  
- IV. Public Comment
  
- V. Consent Items
  
- VI. Fiscal\*
  - 1. Allocation amendment needed to add PD and one-time funds (October).  
  
See **WECC Allocations for 2022-23**
  
  - 2. Requests for one-time monies.

VII. Three-Year and Annual Plans

**2022-25 Three-Year Plan** is on the WECC website (and in NOVA.) More hard copies are available.

**2022-23 Annual Plan:** In NOVA and should also be on the WECC website soon. Hard copies may be printed from NOVA.

VIII. Marketing/outreach

Per Matt, the college is still in the process of contracting with a firm to handle all social media marketing. Each member should create their own boosts on FB and pursue other platforms as they see fit.

IX. Group meetings

Library Literacy Coordinators met on September 21.

The Data Group is scheduled for October 17 at FAS.

The Student Acceleration & Transition team is scheduled for October 20 (Zoom.)

HSE teacher training took place on Oct. 5 and is scheduled for the 18<sup>th</sup>.

CAEP Directors' Event took place the week of September 19.

X. Other

Legislation: AB1491 (Carryover limits) has passed. Refer to the letter sent out by CCAE that was forwarded to you by Dana. The bill is available on this link:

[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202120220AB1491](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB1491)

XI. Site Reports

- Chaffey College
- Chaffey Adult School
- Chino Valley Adult School
- Fontana Adult School
- Upland Adult School

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

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

Oct. 19 9:00 a.m.-12:00 p.m. ACSA/WIOA, RCOE (In person, CASAS virtual option)  
Oct. 25-28 Varies CAEP Summit (Virtual) <https://summit.caladulted.org/Registration/>  
Nov. 1 1:00-2:00 p.m. Statewide WIOA II Networking (Virtual)  
Nov. 9 9:00 a.m.-12:00 p.m. CASA/WIOA, RCOE (In person only)  
Nov. 18-19 CCAE South Coast & Southern Section Conference, Palm Springs  
(Registration link below)

[https://docs.google.com/forms/d/e/1FAIpQLSfqJRFgSnnB6px\\_KtsHkB0RWpOVOZ7q\\_B\\_gUQNIFk\\_374rVJA/vi  
ewform](https://docs.google.com/forms/d/e/1FAIpQLSfqJRFgSnnB6px_KtsHkB0RWpOVOZ7q_B_gUQNIFk_374rVJA/vi<br/>ewform)

**WECC Meeting Calendar for 2022-23: December 7, (2023) January 18, February 22, April 5, May 3**

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

## October 2022

- **Oct 30:** 22/23 Member Program Year Budget and Work Plan due in NOVA (Extended for 2022)
- **Oct 31:** Student data due in TOPSPro (Q1)
- **Oct 31:** Employment and Earnings Follow-up Survey

## November 2022

- **Nov 30:** 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA \* (Extended for 2022)

## December 2022

- **Dec 1:** July 1, 2021 to June 30, 2022 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \* **Please “Submit Actuals” by November 15.**
- **Dec 1:** 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 20/21, 21/22 & 22/23 Member Expense Report certified by Consortia in NOVA (Q1) \*
- **Dec 31:** End of Q2

## January 2023

- **Jan 31:** Student Data due in TOPSPro (Q2)
- **Jan 31:** Employment and Earnings Follow-up Survey

---

**Next regular meeting: December 7, 2022**

Documents/Materials:  
WECC Allocations for 2022-23

