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
September 7, 2022   12:30 - 2:30 p.m.   Via Zoom

Please contact Dana Galloway, Program Coordinator (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 July 27, 2022*. Member reps present:
        Cindy Gleason, Todd Haag, Carl Hampton, Matt Morin, Andrew Stager

IV.   Public Comment

 V.   Consent Items

VI.   Fiscal*

     1. PD funds agreed upon in the May meeting. Per CAEP guidance, we will need to do another allocation amendment in order to give lump sums to districts for PD from the consortium-wide account. This should be completed before working on 2022-23 Budgets & Work Plans (September.)

     See **WECC Allocations for 2022-23**

2. Requests for one-time monies.

VII.   Three-Year and Annual Plans*

2022-25 Three-Year Plan will be posted on the website shortly.

2022-23 Annual Plan: Approval needed, due September 14 in NOVA.

VIII.   Marketing/outreach*

Social media and leveraging Chaffey College marketing department (Matt and Laura)

IX.   Data Review

1. **WECC Outcomes over Time** (Dana)

2. Dual Enrollment report (Laura)

The Data Group will convene in October.

X.   Other

CAEP Beginning-of-Year letter has been sent out. (See caladulted.org)

Library Literacy Coordinator meeting is scheduled for September 21.

Dana and Laura will schedule a meeting of the Student Acceleration & Transition group. Please indicate who you would like to attend from your school.

HSE teacher training with Debi Faucette, GED Testing Service. Planned for October.

Information Items/Calendar of Events:

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

Sept. 6	1:00 – 2:00 p.m.	Statewide WIOA II Networking (Zoom)
Sept. 19-23	Varies	CAEP Directors' Event (Virtual) https://register.caladulted.org/
Sept. 21	9:00 a.m.-12:00 p.m.	WIOA/ASCA at AJCC in San Bernardino
Oct. 3	2:00 – 3:00 p.m.	Community College data networking, virtual
Oct. 4	1:00 – 2:00 p.m.	Statewide WIOA II Networking (Zoom)
Oct. 25-28	Varies	CAEP Summit (Virtual) https://summit.caladulted.org/Registration/

Upcoming Deliverables:

September 2022

- **Sep 1:** 20/21 and 21/22 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2021 to June 30, 2022 expenses by program area due (estimates only) in NOVA *

Make sure your figures are accurate! Once certified, corrections cannot be made. This is what your carryover for 2022-23 will be based on.

- **Sep 14:** Annual Plan for 2022-23 due in NOVA * (Extended for 2022)
- **Sep 30:** 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** End of Q1

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 *
- **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

Documents/Materials:

WECC Allocations for 2022-23
WECC Outcomes over Time