



Executive Committee Meeting Agenda

December 6, 2023

1:00 – 3:00 p.m.

Chaffey Adult School

Please contact Dana Galloway, (dana.galloway@cjuhsd.net; 909-391-5365) for information on providing public comment at this meeting.

*= vote to be taken or action item

I. Welcome/Introductions

Chino Valley: Heather Post

Upland: Sean Delgado

II. Approval of Agenda

III. Approval of meeting minutes from October 18, 2023

Member representatives present: Cindy Gleason, Carl Hampton, Andrew Stager,
George Matamala, Laura Alvarado

IV. Public Comment

V. Consent Items

VI. Fiscal*

1. Requests for one-time funds. The amount in the consortium-wide fund is currently just under \$800,000, including about \$500,000 in carryover.

Fontana Adult School

Other

2. Capital Outlay project expenditures planned for 2023-24. Please confirm with Dana. We will need to send a list to the CAEP office.

VII. WECC Program Coordinator position

Special meeting held November 15. See notes.

VIII. Professional Development

- CALPRO *Supporting Student Transitions to Postsecondary and the Workforce* blended online and in-person training will be hosted by Fontana Adult School. Per CALPRO in November, there were no participants from Chaffey, Chino or Upland adult schools. Please register by Feb. 15 at caadultedtraining website below. See flyer.
- Proposed Burlington English event.

IX. Information Items

- Data Reviews have been completed. Principals should understand how to use these reports on an ongoing basis. Please see WECC website *Groups & Events* for Data Group agendas, notes, and resources (such as CAEP Outcome Reference Sheets.)
- The Student Acceleration & Transition Team met on Nov. 2 at Chaffey Adult School. See notes.
- CVAS held a teacher visit with FAS on November 2 at Chino Valley.

X. Site Reports

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

Calendar of Events

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

December 5, 1:00 – 2:00 p.m.	CA Statewide WIOA II Networking (virtual)
December 6, 9:00 a.m. - 1:00 p.m.	ACSA/WIOA Regional Meeting, Corona-Norco Parent Ctr.
December 8, 4:30 – 6:30 p.m.	Carl's retirement celebration, CVAS
January 24, 9:00 a.m. - 12:00 p.m.	ACSA/WIOA Regional Meeting, Chaffey Adult School
February 8 – 9	CAEAA State Conference, Sacramento
February 15	Deadline to enroll in CALPRO blended training at FAS
May 9 – 11	CCAIE State Conference, Anaheim

WECC Meeting Calendar for 2023-24: January 17, February 21, April 3, May 1

Upcoming Deliverables

December 2023

- **Dec 1:** Program Area Report: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
- **Dec 1:** 21/22, 22/23 & 23/24 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 21/22, 22/23 & 23/24 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

January 2024

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

February 2024

- **Feb 28:** Preliminary allocations for 2024-25 and 2025-26 released by this date.

March 2024

- **Mar 1:** 21/22 and 22/23 and 23/24 Member expense report is due in NOVA. (Q2)*
- **Mar 31:** 21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q2) *
- **Mar 31:** End of Q3

April 2024

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

- **Apr 30:** Employment and Earnings Follow-up Survey

May 2024

- **May 2:** CFAD for 2024-25 due in NOVA *

Materials provided:

Special Meeting notes, Nov. 15

CALIPRO event flyer

Transition Team notes, Nov. 2