



Executive Committee Meeting Agenda

May 1, 2024 12:30 – 2:30 p.m. Chaffey Adult School

Please contact George Matamala (george.matamala@cjuhsd; 909-391-5365) or Laura Alvarado (LauraM.Alvarado@chaffey.edu; 909-652-8491) for information on providing public comment at this meeting.

* = vote to be taken or action item

° = not present at April 3rd meeting

1) Welcome/Introductions

2) Approval of Agenda*

3) Approval of Meeting Minutes*

a) Date: April 3 & 16, 2024

b) Member representatives present: Cindy Gleason, Heather Post, George Matamala, Laura Alvarado, Andy Stager°

4) Public Comment

5) Consent Items

6) Fiscal*

a) CFAD for 2024-25

This is due tomorrow, May 2, so we will be reviewing the *WEC CAEP Allocations worksheet* to determine percentages for the 24-25 Program Year.

b) One-Time Funds

FAS is requesting \$40,000 from Consortium-wide to cover one-time drainage costs.

7) WECC Program Coordinator for 2024-25*

- a) Does the consortium wish to keep its current self-governance model?

8) Three-Year Plan Follow Up

- a) BW Zoom conference to determine the exact services the consortium will be requesting
- b) Chaffey College is willing to host at one of their campuses; WECC needs to choose a date and time.

9) Meeting Calendar for the 24-25 SY

- a) Here are the proposed dates for the 24-25 SY WECC Meetings (Wednesdays, 12:30-2:30 PM at CAS unless otherwise noted):

2024: *July 24, September 4, October 9, & December 4*

2025: *January 15, February 19, April 2, & May 7*

10) Professional Development

- a) CCAE Conference (see below)
- b) CASAS Summer Institute (see below)

11) Information Items

- a) None

12) Site Reports

- a) Chaffey College
- b) Chaffey Adult School
- c) Chino Valley Adult School
- d) Fontana Adult School
- e) Upland Adult School

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

May 9-11	CCAIE State Conference, Anaheim
June 17-20	CASAS National Summer Institute

WECC Meeting Calendar for 2023-24: No more meetings for 23-24

Upcoming Deliverables

May 2024

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

June 2024

- **Jun 1:** 22/23 and 23/24 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) *
- **Jun 30:** End of Q4

September 2024

- **Sep 1:** 22/23 and 23/24 Member Expense Report due in NOVA (Q4)
- **Sep 30:** 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) *

Materials provided:

CFAD; Allocation history from NOVA

WEC CAEP Allocations Worksheet