



Executive Committee Meeting Agenda

October 9, 2024 12:30 – 2:30 p.m. Chaffey Adult School

Please contact George Matamala (george.matamala@cjuhsd; 909-391-5365) for information on providing public comment at this meeting.

* = vote to be taken or action item

1) Welcome/Introductions

2) Approval of Agenda*

3) Approval of Meeting Minutes*

- a) Date: September 4, 2024
- b) Member representatives present: Laura Alvarado, Sean Delgado, Cindy Gleason, Heather Post, George Matamala

4) Public Comment

5) Consent Items

6) WECC Business*

- a) Chaffey College Report to the Community
 - i) Consortium event?
 - ii) Consortium expense?*
- b) Welcome, Maria Rodriguez!
 - i) New voting member for Chaffey College
- c) Data Groups and Student Acceleration & Transition Team meetings
 - i) George will reach out to the teams and see what format, focus, etc. works for them
 - ii) Want to continue these valuable conversations and sharing of best practice
 - iii) Will need assistance
- d) Three-Year Plan Sub-committee
 - i) Let me know if you are interested
 - ii) Please reach out to George if you have any questions.

7) Fiscal

- a) Program Area Reporting

- i) Must be certified by *December 1; please complete before Thanksgiving Break*
- ii) Hours are found in the TE NOVA Program Hours report; you supply expense figures from applicable funding sources.

8) Information Items

- a) None

9) Professional Development for 24-25

- a) Ongoing - (online, self-paced, directed, & in person options) CASAS, OTAN, CALPRO, CAEP-TAP
- b) Regional ACSA/WIOA Meeting, Oct. 16, 12-3 PM
[Jurupa Adult School](#), 4041 Pacific Ave. Jurupa Valley, CA 92509
- c) [CAEP Summit](#), Oct. 28-30, (Oakland, CA)
- d) [ACSA Leadership Summit](#), Nov. 14-16, (San Deigo, CA)
- e) [CATESOL Conf.](#), Nov 14-16, (Long Beach, CA)
- f) [CTE Conference](#), Nov 21-22 (Rancho Mirage, CA)
- g) [CCAЕ Southern/South Coast Conf.](#), Nov 21-23, (Palm Springs, CA)
- h) [ACTE Career Tech Vision](#), Dec 4-7 (San Antonio, TX)
- i) CAЕAA Conference, Feb. 6-7, (Sacramento, CA)
- j) [OTAN TDLS](#), Mar. 7-8, (Long Beach, CA)
- k) [TESOL](#), Mar. 18-21, (Long Beach, CA)
- l) [ACSA Leg. Day](#), Mar. 17-18, (Sacramento, CA)
- m) [COABE](#), Mar. 30 - Apr. 2, (Dallas, TX)
- n) [CCAЕ Leg. Day](#), Apr. 6-7, (Sacramento, CA)
- o) [CCAЕ State Conference](#), May 1-3, (Fresno, CA)
- p) [CASAS SI](#), June 9-12, (Garden Grove, CA)
- q) GED National Conference, Aug. 4-6 (Chicago IL)

10) Site Reports

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

11) Other

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

October 16	Regional ACSA/WIOA Meeting
October 28-30	CAEP Summit 2024
November 21-23	CCAIE Fall Conference

WECC Meeting Calendar for 2024-25

2024: *December 4*

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

Upcoming Deliverables

October 2024

- **Oct 30:** 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA*
- **Oct 31:** Student data due in TOPSPro (Q1)
- **Oct 31:** Employment and Earnings Follow-up Survey

December 2024

- **December 1:** Program Area Report; July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area are due (actuals) in NOVA and need to be certified.
- **December 1:** 22/23, 23/24, and 24/25 Member Expense Report due in NOVA (Q1)
- **December 31:** 22/23, 23/24, and 24/25 Member Expense Reports certified in NOVA.
- **December 31:** End of Q2

Materials provided:

Minutes for 9/4/24 meeting

Agenda

Next Meeting: December 4 from 12:30-2:30 PM at Chaffey Adult School