



Executive Committee Meeting Agenda

December 4, 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: October 9, 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) Carryover Plan
 - i) Spending Update (Q1)
 - ii) Next Steps
 - iii) Technical Assistance
- b) Three-Year Plan Updates
 - i) Surveys Check-In
 - ii) Next Steps

7) Fiscal

- a) None

8) Information Items

- a) None

9) Professional Development for 24-25

- a) CAEAA Conference, Feb. 6-7, (Sacramento, CA)
- b) [OTAN TDLS](#), Mar. 7-8, (Long Beach, CA)
- c) [TESOL](#), Mar. 18-21, (Long Beach, CA)
- d) [ACSA Leg. Day](#), Mar. 17-18, (Sacramento, CA)
- e) [COABE](#), Mar. 30 - Apr. 2, (Dallas, TX)
- f) [CCAIE Leg. Day](#), Apr. 6-7, (Sacramento, CA)
- g) [CCAIE State Conference](#), May 1-3, (Fresno, CA)
- h) [CASAS SI](#), June 9-12, (Garden Grove, CA)
- i) 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>)

December 11	Regional ACSA/WIOA Meeting @ CAS
February 6-7	CAEAA Conference

WECC Meeting Calendar for 2024-25

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

Upcoming Deliverables

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
- **January 31:** Due in WIOA: DIR, Q2 Data, Q2 E&E, Q2 Expenditure Claim Report
- **March 1:** CAEP Q2 Due

Materials provided:

Carryover Plan

Q1 Spending Reports

Agenda

Next Meeting: January 15 from 12:30-2:30 PM at Chaffey Adult School