



Building Skills, Advancing Careers

RSAEC Executive Board Meeting –California Adult Education Program (CAEP)

DATE: September 24, 2024

TIME: 9:00am – 10:00am

ZOOM:

College and Workforce Preparation Center

1572 N. Main Street, Orange, CA 92867

(714) 628-5999

AGENDA

Item	Discussion	Action																								
Introductions																										
Approval of agenda																										
Approval of consent agenda <ul style="list-style-type: none"> Minutes: Approval of Minutes (8/27/24) 																										
Discussion Items: <ul style="list-style-type: none"> Updates on progress of the ELL Healthcare Pathways grant: Round 1 Reporting: Next due date: September 30, 2024 CAEP Annual 3-Year Plan: Work commences September 1, 2024 																										
Vote to Approve: Additional COLA Funds added to the CFAD:																										
<table border="1"> <thead> <tr> <th colspan="4">CAEP CFAD Allocation Amendment 2024-25</th> </tr> <tr> <th></th> <th>2025-2025 Allocation</th> <th>Percent</th> <th>Reallocation Amount</th> </tr> </thead> <tbody> <tr> <td>GGAE</td> <td>\$ 1,904,247.00</td> <td>0.3320947665758580</td> <td>\$ 5,860.81</td> </tr> <tr> <td>OUSD</td> <td>\$ 8,815.00</td> <td>0.0015373086408256</td> <td>\$ 27.13</td> </tr> <tr> <td>RSCCD</td> <td>\$ 3,820,985.00</td> <td>0.6663679247833160</td> <td>\$ 11,760.06</td> </tr> <tr> <td></td> <td>\$ 5,734,047.00</td> <td>1.0000000000000000</td> <td>\$ 17,648.00</td> </tr> </tbody> </table>	CAEP CFAD Allocation Amendment 2024-25					2025-2025 Allocation	Percent	Reallocation Amount	GGAE	\$ 1,904,247.00	0.3320947665758580	\$ 5,860.81	OUSD	\$ 8,815.00	0.0015373086408256	\$ 27.13	RSCCD	\$ 3,820,985.00	0.6663679247833160	\$ 11,760.06		\$ 5,734,047.00	1.0000000000000000	\$ 17,648.00		
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Vote to Approve: An update of the RSAEC Researcher funds that were approved to be split between SAC and SCC by the RSAEC Executive Committee on 8/27/24. Please see details below:																										

<p>Total allocated to District Research \$200,633.00 Minus July payroll <u>\$9,943.12</u> Funds to be split after payroll \$190,689.88</p> <p>For SCC: Vote to approve as follows: Up to 50% of researcher (Mahbod Parvar) [Grade 17-6] The remainder to be used for % of PT custodian</p> <p>For SAC: Vote to approve as follows: 25% of a curriculum specialist [Grade15-3] The remainder to be used for the OCTA bus pass program</p>		
<p>Board Approvals for 2024-2025</p> <ul style="list-style-type: none"> • RSCCD – Approved 5/28/24 • GGAE – Approved 7/16/24 • OUSD – Approved 7/18/24 • SAUSD – Approved 6/11/24 • OCDE – 		
<p>RSAEC Member Update:</p> <ul style="list-style-type: none"> • SAC Dental Assistant Program 		
<p>Announcements:</p> <p>Upcoming Events:</p> <ul style="list-style-type: none"> • September 26-27, 2024: CAEP Director’s Event: Hilton, Arden Way, Sacramento, CA • October 28-30, 2024: CAEP Summit: Oakland Marriott City Center, Oakland, CA 		
<p>Upcoming 2024 Due Dates and important Information:</p> <p>September 2024</p>		

- **Sep 30:** ELL Healthcare Pathways 2nd Bi-annual Expenditure and Progress Report due [1/1/24 – 6/30/24]
- **Sep 30:** 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** 24/25 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

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

- **Dec 1:** July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
- **Dec 1:** 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

Other:

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Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 10:00am

- **2024:** October 22, November 19 (adjusted due to Thanksgiving break), **December – no meeting**
- **2025:** January 28, February 25, March 25, April 22, May 27, June 24