



Presenter: Tischel Diaz

# Steering Committee Meeting Agenda

Monday, April 17, 2023

1:00-3:00 pm (In-Person) Mt SAC

SCE Bldg. 40 - Room 140

	<b>Baldwin Park</b> __Veronica Valenzuela		<b>Covina Valley</b> __Virginia España	<b>Pomona</b> __Miguel Hurtado	<b>Consortium</b> __Tischel Diaz __Ana Ramos
	<b>Bassett</b> __Adder Argueta		<b>Hacienda-La Puente</b> __Gregory Buckner __Micah Goins	<b>Rowland</b> __Brian Huff	<b>Partners/guests present:</b> __Madelaine Hetrick __Maria Tellez __Xiomara Mejia __Monique Jara
	<b>Charter Oak</b> __Ivan Ayro __Michelle Lee		<b>Mt. SAC</b> __Madelyn Arballo __Tami Pearson		
____Welcome & Agenda Check ____Public Comment		<b>Approval of the Minutes for 3/20/23</b> <b>Motion to approve _____ Second _____ Vote.</b>			
<b>Objectives for the day:</b>					
1.	Consortium Manager – Tischel Diaz <ul style="list-style-type: none"> <li>Introduction and Agenda Overview</li> </ul>				
2.	Consortium Updates <ul style="list-style-type: none"> <li>WIOA Upcoming Due Date</li> <li>CAEP Due Dates (April/May/June)</li> </ul>	<b>April 2023</b> <ul style="list-style-type: none"> <li>Apr 30: Student Data due in TOPSPro (Q3)</li> <li>Apr 30: Employment and Earnings Follow-up Survey</li> </ul> <b>May 2023</b> <ul style="list-style-type: none"> <li>May 2: CFAD for 2023-24 due in NOVA *</li> </ul> <b>June 2023</b> <ul style="list-style-type: none"> <li>Jun 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q3)</li> <li>Jun 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3) *</li> <li>Jun 30: End of Q4</li> </ul>			
3.	Workgroup Updates	<b>Data Accountability Presentation</b> <ul style="list-style-type: none"> <li>Madelaine Hetrick (Bassett)</li> <li>Maria Tellez (HLP AE)</li> <li>Xiomara Mejia (Pomona)</li> <li>Monique Jara (Pomona)</li> </ul>			
4.	Governance Plan				
5.	CFAD				
6.	Consortium Counselor Update				

7. Member Updates	Around the Room									
8. Upcoming Events	<p>Please share any upcoming events you have:  <a href="https://www.caadultedtraining.org/">https://www.caadultedtraining.org/</a></p> <ol style="list-style-type: none"> <li><b>CTE Conference 2023</b>  <i>Call for Presenters (August 4, 2023)</i>            Looking for schools to showcase their IET and CTE programs.            Omni Rancho Las Palmas November 15-17, 2023  <a href="https://www.cteconference.org/call-for-presentations/">https://www.cteconference.org/call-for-presentations/</a></li> <li><b>Adult Education: Using Data to Explore and Improve Equity and Impact in Adult Education-Los Angeles/OC Regional Training</b>  <a href="https://register.caladulted.org/Home/EventDetail/618">https://register.caladulted.org/Home/EventDetail/618</a>            May 5, 2023, 9 am to 2 pm Compton College</li> <li><b>TE Network Meeting Central and East LA</b>  <a href="https://www.caadultedtraining.org/CASAS/8181?Type=18">https://www.caadultedtraining.org/CASAS/8181?Type=18</a>            April 19, 2023, 1:00–3:00 pm – Baldwin Park Adult School (<i>our Data Accountability Meeting will occur directly after 3 pm to 4 pm. CASAS will continue training specific to our requests</i>)</li> <li><b>CASAS National Summer Institute</b>  <a href="http://www.casas.org/training-and-support/SI">http://www.casas.org/training-and-support/SI</a>            June 12-15, 2023, Hyatt Regency Orange County</li> </ol>									
9. Future meetings •	<p style="text-align: center;"><b>Steering Committee Meetings</b></p> <table border="1" data-bbox="527 919 1133 1045"> <thead> <tr> <th>Month</th> <th>Dates</th> <th></th> </tr> </thead> <tbody> <tr> <td>May</td> <td>5/15/2023</td> <td></td> </tr> <tr> <td>June</td> <td><del>6/19/2023</del></td> <td><i>No Meeting in June!</i></td> </tr> </tbody> </table>	Month	Dates		May	5/15/2023		June	<del>6/19/2023</del>	<i>No Meeting in June!</i>
Month	Dates									
May	5/15/2023									
June	<del>6/19/2023</del>	<i>No Meeting in June!</i>								
10. Adjourn										

## CAEP DUE DATES

### April 2023

- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey

### May 2023

- **May 2:** CFAD for 2023-24 due in NOVA \*

### June 2023

- **Jun 1:** 21/22 and 22/23 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3) \*
- **Jun 30:** End of Q4

### July 2023

- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL

### August 2023

- **Aug 1:** Student Data due in TOPSPro (Q4) FINAL
- **Aug 15:** Annual Plan for 2023-24 due in NOVA \*

### September 2023

- **Sep 1:** 21/22 and 22/23 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (estimates only) in NOVA \*
- **Sep 1:** 22/23 Certification of Allocation Amendment due in NOVA
- **Sep 30:** 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) \*
- **Sep 30:** 22/23 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1