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**CAEP DUE DATES**

# Steering Committee Agenda

**Monday, July 17, 2023**

1:00 pm to 3:00 pm (In-Person) Mt. SAC SCE  
 Bldg. 40 – Room 140

Google Folder: <https://drive.google.com/drive/folders/1GekGMs-kGt45vJhIDkEIS7-0AXJddScE>

## Agenda

<b>Baldwin Park</b> __Veronica Valenzuela	<b>Covina Valley</b> __Ryan Maddox	<b>Pomona</b> __Miguel Hurtado	<b>Consortium</b> __Tischel Diaz __Ana Ramos __LaQuirshia Fennell
<b>Bassett</b> __Adder Argueta	<b>Hacienda-La Puente</b> __Gregory Buckner __Micah Goins	<b>Rowland</b> __LaToya Brown	<b>Partners/guests present:</b>
<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 5/15/23</b> <b>Motion to approve _____Second _____Vote.</b>		
<b>Objectives for the day:</b>			
1. Consortium Manager – Tischel Diaz a. Introduction b. and Agenda Overview	Around the room introductions		
2. Consortium Updates a. CAEP Due Dates (August September) b. September)	<b>AUGUST</b> <ul style="list-style-type: none"> <li>● Aug 15: Annual Plan for 2023-24 due in NOVA *</li> <li>● Aug 18: <i>Soft Deadline</i> for 21/22 and 22/23 Member Expense Report due in NOVA (Q4)</li> </ul> <b>SEPTEMBER</b> <ul style="list-style-type: none"> <li>● Sept 1: Hard Deadline for 21/22 and 22/23 Member Expense Report due in NOVA (Q4)</li> <li>● Sept 1: 22/23 Certification of Allocation Amendment due in NOVA</li> <li>● Sept 30:             <ul style="list-style-type: none"> <li>○ 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) *</li> <li>○ 23/24 Member Program Year Budget and Work Plan due in NOVA</li> <li>○ End of Q1</li> </ul> </li> </ul>		
3. Budget Update			
4. LAO Report Discussion			
5. Counselors Updates	Current Progress Proposed Fall Schedule for Consortium Counselors		
6. Year in Review	Comparison of 21-22 and 22-23 Consortium Data		

7. Annual Plan Review	
8. Workgroup Member Representatives	
9. Fall PD Conference	
10. Member Updates	Around the Room
11. 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>1. <b>Final Allocations for 2023-24</b>  July 19, 2023, 12:00 pm – 1:30 pm  <a href="https://register.caladulted.org/Home/EventDetail/641">https://register.caladulted.org/Home/EventDetail/641</a></li> <li>2. <b>Coffee with the Community Mt. SAC AWD/IMPACT Program</b>  July 31, 2023, 10:00 am – 12:00 pm Mt. SAC Heritage Hall  <a href="mailto:impact@mtsac.edu">impact@mtsac.edu</a></li> <li>3. <b>IAEC Super-Consortia Professional Development Day</b>  August 1, 2023, 9:00 am to 2:00 pm, San Bernadino, CA  <a href="http://bit.ly/iaec-super-consortia">http://bit.ly/iaec-super-consortia</a></li> <li>4. <b>CAEP Consortium Management 101- Online Webinar</b>  August 9, 2023, 12 pm – 1:30 pm  <a href="https://register.caladulted.org/Home/EventDetail/617">https://register.caladulted.org/Home/EventDetail/617</a></li> <li>5. <b>Course Approval System Updates and Training (K-12s only)</b>  August 10, 2023, 12:00 pm – 1:00 pm  <a href="https://www.caadultedtraining.org/OTAN/40?Type=23">https://www.caadultedtraining.org/OTAN/40?Type=23</a></li> <li>6. <b>2023 High School Equivalency and Proficiency Summer Convenings</b>  August 16, 2023, 9:00 am – 12:00 pm, Pomona, CA  <a href="https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=375&amp;ef_sel_menu=5&amp;eventID=3">https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=375&amp;ef_sel_menu=5&amp;eventID=3</a></li> <li>7. <b>Budget and Work Plan and Quarterly Expenditure Reports for 2023-24</b>  August 18, 2023, 12:00 PM to 1:30 PM  <a href="https://register.caladulted.org/Home/EventDetail/631">https://register.caladulted.org/Home/EventDetail/631</a></li> <li>8. <b>CAEP Summit 2023</b>  October 24-26, 2023, Universal City  <a href="https://summit.caladulted.org/">https://summit.caladulted.org/</a></li> <li>9. <b>CTE Conference 2023</b>  <i>Call for Presenters (August 4, 2023)</i>  Looking for schools to showcase their IET and CTE programs.  November 15-17, 2023, Omni Rancho Las Palmas  <a href="https://www.cteconference.org/call-for-presentations/">https://www.cteconference.org/call-for-presentations/</a></li> </ol>

12. Future Meetings

Steering Committee Meetings

Month	Dates	
July	7/17/2023	
August	8/21/2023	
September	9/18/2023	
October	10/16/2023	
November	11/20/2023	Thanksgiving Week. Cancel or have 11-13?
December	12/18/2023	Bassett closed starting 12-18. This is the week leading into the Christmas holiday. Move or cancel? PD event instead of a meeting?
January	01/15/2023	HOLIDAY Move to 01/22/2023? RACE closed through 1-15. Cancel in prep for Steering Committee Retreat in February?
February	02/19/2023	HOLIDAY Cancel and Hold Retreat? 2/23/2023?
March	03/18/2023	
April	04/15/2023	
May	05/20/2023	
June	06/17/2023	

13. Adjourn