



DATA Workgroup Meeting Agenda

Wednesday, September 20, 2023 @ 2:30 - 4:00 pm

Baldwin Park Adult & Community Education,
4640 N. Maine Ave. Baldwin Park, CA 91706 –Room 16

[Make sure to Check-In with the front office. Please bring a laptop and photo ID for check-in purposes](#)

Meeting Folder: <https://drive.google.com/drive/folders/1mPsD7SmkaSl11QNI0oqbNYGHrg4ByRjI?usp=sharing>

Agenda

ITEM	NOTES
1. Welcome	Please sign in on the sign-in sheet Around the room introductions
2. Upcoming Events	<p>Please share any upcoming events you have: https://www.caadulthoodtraining.org/</p> <ol style="list-style-type: none"> 1. Overview: TOPSpro Enterprise (TE) Thursday, September 21, 2023, 11:00 AM – 12:30 PM https://www.caadulthoodtraining.org/CAEP/650?Type=10 2. California WIOA, Title II: AEFLA Network Meeting - LA, Orange County, San Diego & Imperial Friday, September 22, 2023, 9:30 AM - 11:00 AM https://www.caadulthoodtraining.org/CASAS/8427?Type=12 3. California Accountability – Experienced Users September 26, 2023, 10:00 AM – 12:00 PM CASAS - California Adult Education Professional Development (caadulthoodtraining.org) 4. CAEP Data Integrity Report Wednesday, September 27, 2023, 12:00 PM - 01:30 PM https://www.caadulthoodtraining.org/CAEP/649?Type=10 5. CDE, Adult Education Office: New Administrators Orientation 2023 Tuesday, October 03, 2023, 9:00 AM - 03:15 PM https://www.caadulthoodtraining.org/OTAN/50?Type=23 6. California Statewide WIOA II Network Meeting Tuesday, October 03, 2023, 1:00 PM - 2:00 PM https://www.caadulthoodtraining.org/CASAS/8394?Type=12 7. California Data Submission Guidelines: WIOA, Title II and CAEP Wednesday, October 18, 2023, 11:00 AM - 12:00 PM https://www.caadulthoodtraining.org/CASAS/8418?Type=11

	<p>8. CAEP Summit 2023 October 24-26, 2023 -Hilton Universal City https://summit.caladulthood.org/</p> <p>9. ACCE Drive In Event (SAVE THE DATE!) Thursday, November 10th, 2023 Mt. SAC</p> <p>10. CCAE Southern Conference November 17-18, Palm Springs https://www.ccaestate.org/southern.html</p> <p>11. ACCE Annual Conference (SAVE THE DATE) March 6th-8th, 2024, San Diego</p> <p>12. CCAE 2024 State Conference SAVE THE DATE! May 9-11, 2024-Anaheim https://www.ccaestate.org/revisit-the-2023-conference.html</p>
<p>3. Upcoming CAEP Due Dates</p>	<p>September 2023</p> <ul style="list-style-type: none"> • Sep 30: 23/24 Member Program Year Budget and Work Plan due in NOVA <ul style="list-style-type: none"> ◦ October 20, 2023. New DEADLINE as of 12:15pm today. • Sep 30: End of Q1 <p>October 2023</p> <ul style="list-style-type: none"> • Oct 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA <ul style="list-style-type: none"> ◦ November 17, 2023. New DEADLINE as of 12:15pm today. • Oct 31: Student data due in TOPSPRO (Q1) • Oct 31: Employment and Earnings Follow-up Survey <p>November 2023</p> <ul style="list-style-type: none"> • Nov 9: <i>***Soft Deadline***Program Area Report: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *</i> • Nov 9: <i>***Soft Deadline*** 21/22, 22/23 & 23/24 Member Expense Report Due in NOVA (Q1)</i> <p>December 2023</p> <ul style="list-style-type: none"> • Dec 1: Program Area Report: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium * • Dec 1: 21/22, 22/23 & 23/24 Member Expense Report Due in NOVA (Q1)

4. Around the Room	<ul style="list-style-type: none"> • Questions • Reminder about anonymous form: <ul style="list-style-type: none"> ○ https://app.smartsheet.com/sheets/2MWXvvQrP8PmvVp6mF6qwx85jGfCPV9w67HWp4J1?view=grid
5. Consortium Data Review	<ul style="list-style-type: none"> • 21-22 versus 22-23
6. ELL Healthcare Pathway Grant	<ul style="list-style-type: none"> •
7. Consortium Data Deliverables Quarter Deadlines	<ul style="list-style-type: none"> •
8. Data Project	<ul style="list-style-type: none"> • Consortium Data Accountability Manual

9. Upcoming Meetings

Data Workgroup Meetings		
3rd Wednesday - 2:30 - 4:00 pm		BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
Month	Dates	
September	9/20/2023	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
October	10/18/2023	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
November	11/15/2023	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
December	12/20/2023	Winter Break. No meeting
January	1/17/2024	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
February	2/21/2024	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
March	3/20/2024	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
April	4/17/2024	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
May	5/15/2024	BPACE 4640 North Maine Avenue Baldwin Park, CA 91706
June	6/19/2024	Reschedule?

10. Adjourn

Next Meeting: October 18, 2023 -- 2:30 – 4:00 pm