	DATA Workgroup Meeting Agenda
Mt. SAC Regional Consortium for Adult Education	**Wednesday, March 20, 2024 @ 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/1mPsD7SmkaSl11QNIOoqbNYGHrg4ByRjI?usp=sharing

Agenda

1. ITEM	NOTES
2. Welcome	Please sign in on the sign-in sheet
3. Upcoming Events	Please share any upcoming events you have: https://www.caadultedtraining.org/ 1. **California WIOA, Title II: AEFLA Network Meeting - LA, Orange County, San Diego & Imperial** March 22, 2024, 9:30 AM – 11:00 AM https://www.caadultedtraining.org/CASAS/8584?Type=12 2. **Mind (and Fix) the Gaps: NRS Performance Goals Part III** March 26, 2024, 1:00 PM - 2:00 PM https://www.caadultedtraining.org/CASAS/8595?Type=11 3. **WIOA Collaboration and Agency Data Collection** March 27, 2024, 10:00 AM – 11:00 AM https://www.caadultedtraining.org/CASAS/8596?Type=11 4. **Overview: TOPSpro Enterprise** March 28, 2024, 11:00 AM – 12:30 PM https://www.caadultedtraining.org/CAEP/669?Type=10 5. **Continuous Improvement Plan (CIP) Office Hours** April 02, 2024 10:00 AM - 11:00 AM https://www.caadultedtraining.org/OTAN/98?Type=23 6. **California Statewide WIOA II Network Meeting** April 02, 2024, 1:00 PM - 2:30 PM https://www.caadultedtraining.org/CASAS/8578?Type=12 7. **California (CA) Integrated EL Civics (IELCE) Network** April 3, 2024, 1:00 PM – 2:30 PM https://www.caadultedtraining.org/CASAS/8506?Type=12 8. **California WIOA, Title II: AEFLA Network Meeting - LA, Orange County, San Diego & Imperial** April 5, 2024, 9:30 AM – 11:00 AM https://www.caadultedtraining.org/CASAS/8588?Type=12 9. **Continuous Improvement Plan (CIP) Office Hours** April 11, 2024 11:00 AM - 12:00 PM https://www.caadultedtraining.org/OTAN/99?Type=23

	10. Teacher Portal For Data Managers April 11, 2024 11:00 AM - 12:30 PM https://www.caadultedtraining.org/CASAS/8609?Type=11 **11. Continuous Improvement Plan (CIP) Office Hours** April 15, 2024 1:00 PM - 2:00 PM https://www.caadultedtraining.org/OTAN/100?Type=23 **12. CCAE 2024 State Conference** May 9-11, 2024-Anaheim https://www.ccaestate.org/conference-2024.html **13. CASAS Summer Institute 2024** June 17-20, Garden Grove, CA https://www.casas.org/training-and-support/SI	
4. Adult Ed Day 2024 Recap	•	
5. Around The Table	• Questions • Anonymous Form • https://app.smartsheet.com/b/form/bbc7ee646d94440b9523aed445555e36 • Let's Wish Baldwin Park, Rowland, Mt. SAC SCE and Pomona good luck on their upcoming WASC visits. • Any tips to share Covina Valley and Bassett?	
6. ELL Grant Update and Open Questions		
7. Data Accountability Manual	• https://drive.google.com/drive/folders/1CZL63ZnxObg8RvOG7mVoaCaaIkTEmueR?usp=sharing	
8. Upcoming CAEP Due Dates	**March 2024** • **Mar 1:** 21/22 and 22/23 and 23/24 Member expense report is due in NOVA. (Q2)* • **Mar 31:** 21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q2) * • **Mar 31:** End of Q3 **April 2024** • **Apr 15:** VOTE ON CFAD • **Apr 30:** Student Data due in TOPSPro (Q3) • **Apr 30:** Employment and Earnings Follow-up Survey **May 2024** • **May 2:** CFAD for 2024-25 due in NOVA * ○ *(VOTE ON APRIL 15th)* • **May 17:** *SOFT DEADLINE:* 21/22 and 22/23 and 23/24 Member Expense Report due in NOVA (Q3)	

	June 2024 • **Jun 1:** 21/22 and 22/23 and 23/24 Member Expense Report due in NOVA (Q3)* ○ (**Soft Deadline of May 17th**) • **Jun 30:** 21/22 and 22/23 and 23/24 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
9. Upcoming Meetings	<table><tr><td colspan="3">**Data Workgroup Meetings**</td></tr><tr><td>3rd Wednesday</td><td>2:30 - 4:00 pm</td><td>BPACE 4640 North Maine Avenue Baldwin Park, CA 91706</td></tr><tr><td>**Month**</td><td>**Dates**</td><td></td></tr><tr><td>March</td><td>3/20/2024</td><td>**BPACE**</td></tr><tr><td>April</td><td>4/17/2024</td><td>**BPACE**</td></tr><tr><td>May</td><td>5/15/2024</td><td>**BPACE**</td></tr><tr><td>June</td><td>6/19/2024</td><td>**Reschedule?**</td></tr></table>
10. Adjourn	**Next Meeting: April 17, 2024**

Requested Definitions

Workforce Readiness:
General, not industry-specific
No hour requirement
Can be part of a CTE program
OSHA
Soft Skills

Short Term Vocational(STV)/Career Tech Education(CTE):
- **Industry/Program specific workforce training:**
- **No specific hour requirement, but traditionally around 30-50+ hours or more**
  - **For I.E.T, usually 48+ hours**
- *Welding*
- *EMT*
- *MA*
- *CNA*

Pre-Apprenticeship:
- Aligned to an apprenticeship program
- WR certifications
- Bring in apprenticeships to present
- Job skills
- Soft Skills
- Orientation to Apprenticeship
- MC3 (union trades) pre-apprenticeship package
- Adopted by the trades

Services and programs designed to prepare individuals to enter and succeed in Registered Apprenticeship programs. These programs have a documented partnership with at least one Registered Apprenticeship program sponsor and together, they expand the participant's career pathway opportunities with industry-based training coupled with classroom instruction.

Quality pre-apprenticeship programs are a starting point toward a successful career path for under-represented job seekers (such as disadvantaged women and men, individuals with disabilities and others) who may not be aware of this approach to obtain good jobs with opportunities for advancement. Pre-apprenticeships help individuals meet the entry requirements for apprenticeship programs and ensure they are prepared to be successful in their apprenticeship.

Apprenticeship:
- 144 Classroom Hours
- 1000-2000 hours/6 months On the Job training (or competency-based instruction)
- Difficult to approve the adult schools or noncredit level (aside from innovative ideas which are being approved and DAS approved)

Registered Apprenticeship is an employer-driven training model. Apprenticeship programs provide on-the-job learning from an experienced mentor and related classroom instruction on the technical and academic aspects of the job. The training is rooted in industry skill standards and competencies. Apprenticeship programs help companies successfully recruit, develop and retain a highly skilled workforce for the jobs they need filled. Registered Apprenticeship is the term used for apprenticeship programs that have a formal structure, in which employers have established learning standards that meet national and state quality expectations. When individuals successfully complete a Registered Apprenticeship program, they receive a national credential that is recognized anywhere in the industry.