



RSAEC Executive Board Meeting – California Adult Education Program (CAEP)
March 26, 2019 9:00am – 11:00am
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: February 26, 2019 		
Interact Marketing Retreat <ul style="list-style-type: none"> • Scheduled for Thursday, April 25 • 8:00AM-1:30PM • CWPC • Please submit names so that an Outlook invite can be sent to attendees 		
Upcoming Deliverables: <ul style="list-style-type: none"> • March 1: Q2 member expenses due in NOVA • March 31: Q2 Member expenses certified in NOVA • March 31: End of Q3 • March 31: Closeout of 16-17 funds in NOVA certified in NOVA • April 30: Q3 student data due in TOPSPro (RSCCD + GGAE only) • May 2: CFAD for 2019-2020 due 		

<ul style="list-style-type: none"> • June 1: Q3 member expenses due in NOVA • June 7: 3-year plan due in NOVA 		
CFAD Consortium Fund Administration Declaration <ul style="list-style-type: none"> • All members must be present and vote on CFAD at next meeting (April 23, 2019) • Please refer to CAEP memo regarding the preliminary allocation and CFAD processing • CFAD allocations within RSAEC discussion 		
May 28 Executive Board Meeting <ul style="list-style-type: none"> • Possible to reschedule to May 21? 		
3-Year Plan Update <ul style="list-style-type: none"> • The writing process within RSAEC • Logic Model – 3-5 objectives • Community Partners 		
Discussion Items: <ul style="list-style-type: none"> • Voting Members: Must be board approved for the new fiscal year starting July 1, 2018 • Please forward board approvals via email • It's that time again! Please prepare your board approvals for the 19-20 academic year. 	Copy of Board approvals needed for 2018: <ul style="list-style-type: none"> • OUSD – received • RSCCD – received • GGUSD – received • SAUSD – goes to board on 12/11/18 • OCDE – received 	Action Item: <ul style="list-style-type: none"> • All board members – please submit 2019-2020 board approvals and email to Chrissy when completed
Combined Strategy Workgroup (CSW) Location: CWPC Time: 9:00am – 11:00am Day: Second Tuesday of the month except where noted		
Upcoming Events:		
Other:		
Tentative Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 11:00am 2019: Tuesday, April 23; Tuesday, May 28; Tuesday, June 25		