



Building Skills, Advancing Careers

**RSAEC Executive Board Meeting –California Adult Education Program (CAEP)**  
**DATE: March 28, 2023**                      **TIME: 9:00am – 10:00am**

~~College and Workforce Preparation Center~~  
~~1572 N. Main Street, Orange, CA 92867~~  
~~(714) 628-5999~~

Due to COVID-19, meetings for the 22-23 academic year have been moved to ZOOM per CAEP approval.

**AGENDA**

Item	Discussion	Action
<b>Introductions</b>		
<b>Approval of agenda</b>		
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>• Minutes: 01/24/23</li> <li>• Minutes: 02/28/23</li> </ul>		
<b>Vote to Approve:</b> <ul style="list-style-type: none"> <li>• No requests at this time</li> </ul>		
<b>CFAD Approvals needed at the April meeting</b> <ul style="list-style-type: none"> <li>• Certification to NOVA due date is 05.02.23</li> <li>• Proposed allocated COLA calculated by determined consortium percentages:</li> </ul> <b>GGAE: \$141,976.43</b> Calculated by: .332094621543739 <b>OUSD: \$657.19</b> Calculated by: .001537224089049 <b>RSCCD: \$284,884.38</b> Calculated by .666368154367212		

<b>Member</b>	<b>FY 23/24 Preliminary</b>	<b>+COLA</b>	<b>FY 23/24 TOTAL</b>
GGUSD	1,746,335.00	141,976.43	<b>1,888,311.43</b>
OUSD	8,084.00	657.19	<b>8,741.19</b>
RSCCD	3,504,125.00	284,884.38	<b>3,789,009.38</b>
<b>TOTAL</b>	<b>5,258,544.00</b>	<b>427,518.00</b>	<b>5,686,062.00</b>

**Discussion:**

**AB1491 Legislation and its impacts on RSAEC**

- AB1491 Consortium-Level Carryover limited to 20% overall
- Guidelines will need to be established and voted on by all members of the RSAEC Executive Board to set member-level excessive carryover caps
- Tools will be made available in NOVA soon
  - Webinar will be available to guide members on the roll-out how to use the tools
  - Forecasting Tool
  - Expenditure Threshold Percentage Tool (state-level setting)
  - Corrective Action Flag (for members that exceed the state set threshold)

**Upcoming 2023 Due Dates and important Information:**

**March 2023**

- **Mar 31:** 20/21 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2) \*
- **Mar 31:** End of Q3

**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 \*

### Other:

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**Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.**

**Location: ZOOM**

**Time: 9:00am – 10:00am**

- **2023:** April 25, May 23, June 27