



Building Skills, Advancing Careers

RSAEC Executive Board Meeting –California Adult Education Program (CAEP)
DATE: February 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.

Members Present: Chrissy Gascon, Lorena Chavez, Lisa Green, Ray Hernandez (sub for M'Liss Patterson)

Members Absent: M'Liss Patterson, Lorraine Perez, Fatinah Judah

Guests: Liliana Vasquez

MINUTES

Item	Discussion	Action
Introductions	The RSAEC Executive Board meeting started at 9:05AM	
Approval of agenda		
Approval of consent agenda <ul style="list-style-type: none"> • Minutes: 01/24/23 	Voting moved to next meeting on 03/28/23.	
Vote to Approve: <ul style="list-style-type: none"> • No requests at this time 		
Discussion: <ul style="list-style-type: none"> • Strategy Workgroup meeting overview • Next Strategy Meeting scheduled for March 7th at 9am • ACCE Conference March 2-3 • Vote needed for the March 28 meeting 	<ul style="list-style-type: none"> • Strategy Workgroup meeting overview: Annual update, 3-year Executive Summary, overview of 3-year plan, growth of 12.9% population over the last 3 years, highest need is in the HS program, ESL is second area of need; Went over allocations; went over targets; went over Activities and goals; went over objectives; went over the LAO report. Next meeting will be Marth 7th, 2023. • ACCE Conference: Chrissy will be attending 	

	<ul style="list-style-type: none"> Vote needed due to a lot of structural changes at SAC and SCC 	
<p>Upcoming 2023 Due Dates and important Information:</p> <p>February 2023</p> <ul style="list-style-type: none"> Feb 28: Preliminary allocations for 2022-23 and 2023-24 released by this date. <p>March 2023</p> <ul style="list-style-type: none"> Mar 1: 20/21 and 21/22 and 22/23 Member expense report is due in NOVA. (Q2)* Mar 31: 20/21 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2) * Mar 31: End of Q3 <p>April 2023</p> <ul style="list-style-type: none"> Apr 30: Student Data due in TOPSPro (Q3) Apr 30: Employment and Earnings Follow-up Survey <p>May 2023</p> <ul style="list-style-type: none"> May 2: CFAD for 2023-24 due in NOVA * 	<p>Chrissy went over due dates:</p> <p>February 2023</p> <ul style="list-style-type: none"> Feb 28 – Preliminary allocations/Chrissy will continue to forward the emails. <p>March 2023</p> <ul style="list-style-type: none"> Mar 1 Q2 is due for Lisa, OUSD and Erika, GGUSD Mar 31 <p>April 2023</p> <ul style="list-style-type: none"> Employment and Earning Follow-up: RSCCD had an increase in collecting ss# but the number of students responding to a survey is significantly low for the district. <p>May 2023</p> <ul style="list-style-type: none"> May 2 – get a head start in late March early April. 	
<p>Other:</p> <ul style="list-style-type: none"> Meeting adjourned at 9:25AM 	Chrissy on vacation 4/28-5/13/23	
<p>Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: ZOOM Time: 9:00am – 10:00am</p> <ul style="list-style-type: none"> 2023: March 28, April 25, May 23, June 27 		