



Building Skills, Advancing Careers

**RSAEC Executive Board Meeting –California Adult Education Program (CAEP)**

**DATE: February 27, 2024**

**TIME: 9:00am – 10:00am**

**College and Workforce Preparation Center**

**1572 N. Main Street, Orange, CA 92867**

**(714) 628-5999**

**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: 10/24/23</li> <li>• Minutes: 01/23/24</li> </ul>		
<b>Informational Item:</b> <ul style="list-style-type: none"> <li>• GGAE will be updating their school website to be at the same level as their GGUSD high schools. They have received an estimate the set-up fee at approx. \$6,000 with an annual upkeep fee of \$4,500.</li> </ul>		
<b>Discussion:</b>  ELL Pathways Grant <ul style="list-style-type: none"> <li>• SCC Update</li> <li>• SAC Update</li> <li>• GGAE Update</li> </ul> Deliverables for ELL Pathways – NOVA reporting Q2 and Q4 fiscal reports listed in Portal.  Workgroup for spring		

<p><b>Discussion:</b></p> <p>Data Management and collection of the number of ELL learners in healthcare pathways for the upcoming NOVA deliverables</p>		
<p><b>Discussion:</b></p> <p>CAEP Annual Report – due August. Start working on basic plan and prepare for deliverable starting in March.</p>		
<p><b>Vote to Approve:</b></p> <ul style="list-style-type: none"> <li>No items</li> </ul>		
<p><b>Board Approvals for 2023-2024</b></p> <ul style="list-style-type: none"> <li>RSCCD – received August 23</li> <li>GGAE – received May 23</li> <li>OUSD – received May 23</li> <li>SAUSD – received July 23</li> <li>OCDE – received June 23</li> </ul> <p>***Please prepare and send your board approvals for the 2024-2025 academic year. Should be approved and sent to <b>Chrissy</b> prior to July 1</p>		
<p><b>Announcements:</b></p> <p>ACCE Conference: San Diego, March 6-8 CC TAP – multiple new workshops: log into NOVA for a list</p>		
<p><b>Upcoming 2024 Due Dates and important Information:</b></p> <p><b>February 2024</b></p> <ul style="list-style-type: none"> <li><b>Feb 28:</b> Preliminary allocations for 2024-25 and 2025-26 released by this date.</li> </ul> <p><b>March 2024</b></p> <ul style="list-style-type: none"> <li><b>Mar 1:</b> 21/22 and 22/23- and 23/24-Member expense report is due in NOVA. (Q2) *</li> </ul>		

<ul style="list-style-type: none"> <li>• <b>Mar 31:</b> 21/22 and 22/23- and 23/24-Member Expense Report certified by Consortia in NOVA (Q2) *</li> <li>• <b>Mar 31:</b> End of Q3</li> </ul> <p><b>April 2024</b></p> <ul style="list-style-type: none"> <li>• <b>Apr 30:</b> Student Data due in TOPSPro (Q3)</li> <li>• <b>Apr 30:</b> Employment and Earnings Follow-up Survey</li> </ul> <p><b>May 2024</b></p> <ul style="list-style-type: none"> <li>• <b>May 2:</b> CFAD for 2024-25 due in NOVA *</li> </ul> <p><b>June 2024</b></p> <ul style="list-style-type: none"> <li>• <b>Jun 1:</b> 21/23- and 23/24-Member Expense Report due in NOVA (Q3)</li> <li>• <b>Jun 30:</b> 22/23- and 23/24-Member Expense Report certified by Consortia in NOVA (Q3) *</li> <li>• <b>Jun 30:</b> End of Q4</li> </ul>		
<p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Calendar updates</li> </ul>		
<p><b>Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.      Location: CWPC Conference Room      Time: 9:00am – 10:00am</b></p> <ul style="list-style-type: none"> <li>• <b>2024:</b> March 26, April 23, May 28, June 25</li> </ul>		

**NOVA**  
 PLAN. INVEST. TRACK.

- Dashboard
- All Programs
- ELL Healthcare Pathways
  - Plans
  - Fiscal Reporting**
  - Analytics
- Institutions
- Help

**Rancho Santiago Adult Education Consortium - Round 1 - ELL Healthcare Pathways Plan (2023-24)** Printable View

**Santiago Canyon College**  
 2023-24

Q2 **Incomplete**    Q4 **Incomplete**

Encumbered Funds  Off  
 Encumbered Funds are funds which have been obligated for use by contract or invoice.

Object Code	Project to Date (PTD) Expenditure	PTD Forecast	% Expended of PTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$235,387	0%	\$235,387	0%	\$235,387
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$94,654	0%	\$94,654	0%	\$94,654
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$13,202	0%	\$13,202	0%	\$13,202
<b>Totals</b>	<b>\$0</b>	<b>\$343,243</b>	<b>0%</b>	<b>\$343,243</b>	<b>0%</b>	<b>\$343,243</b>



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Rancho Santiago Adult Education Consortium - Round 1 - ELL Healthcare Pathways Plan (2023-24) [Printable View](#)

Santa Ana College  
2023-24

Q2 **Incomplete** | Q4 **Incomplete**

Encumbered Funds  Off  
Encumbered Funds are funds which have been obligated for use by contract or invoice.

Object Code	Project to Date (PTD) Expenditure	PTD Forecast	% Expended of PTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$143,343	0%	\$143,343	0%	\$143,343
2000 - Non-Instructional Salaries	\$0	\$133,411	0%	\$133,411	0%	\$133,411
3000 - Employee Benefits	\$0	\$109,377	0%	\$109,377	0%	\$109,377
4000 - Supplies and Materials	\$0	\$36,000	0%	\$36,000	0%	\$36,000
5000 - Other Operating Expenses and Services	\$0	\$53,307	0%	\$53,307	0%	\$53,307
6000 - Capital Outlay	\$0	\$5,000	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$3,600	0%	\$3,600	0%	\$3,600
Indirect Costs	\$0	\$19,361	0%	\$19,361	0%	\$19,361
<b>Totals</b>	<b>\$0</b>	<b>\$503,399</b>	<b>0%</b>	<b>\$503,399</b>	<b>0%</b>	<b>\$503,399</b>

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**Rancho Santiago Adult Education Consortium - Round 1 - ELL Healthcare Pathways Plan (2023-24)** Printable View

**Garden Grove Unified School District**  
 2023-24

Q2 Incomplete | Q4 Incomplete

Encumbered Funds  Off  
 Encumbered Funds are funds which have been obligated for use by contract or invoice.

Object Code	Project to Date (PTD) Expenditure	PTD Forecast	% Expended of PTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$157,881	0%	\$157,881	0%	\$157,881
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$60,924	0%	\$60,924	0%	\$60,924
4000 - Supplies and Materials	\$0	\$49,649	0%	\$49,649	0%	\$49,649
5000 - Other Operating Expenses and Services	\$0	\$20,000	0%	\$20,000	0%	\$20,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$11,538	0%	\$11,538	0%	\$11,538
<b>Totals</b>	<b>\$0</b>	<b>\$299,992</b>	<b>0%</b>	<b>\$299,992</b>	<b>0%</b>	<b>\$299,992</b>