



Building Skills, Advancing Careers

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

DATE: May 27, 2025

TIME: 9:00am – 10:00am

ZOOM: 860 0467 5436

College and Workforce Preparation Center

1572 N. Main Street, Orange, CA 92867

(714) 628-5999

**Members Present:** Chrissy Gascon (Executive Director), Lorena Chavez, Fatinah Judah, M'Liss Patterson

Guest: Amy Avina (New Director)

Absent: Lisa Green, Lorraine Perez

### AGENDA

Item	Discussion	Action
<b>Introductions</b>		
<b>Approval of agenda</b>	A motion to approve the Agenda was made by <b>M'Liss Patterson</b> and seconded by <b>Fatinah Judah</b> . All members voted in favor.	
<b>Approval of consent agenda</b> <ul style="list-style-type: none"> <li>Minutes: Approval of Minutes (04/22/25)</li> </ul>	A motion to approve the Minutes from 04/22/25 was made by <b>Fatinah Judah</b> and seconded by <b>M'Liss Patterson</b> . <b>Lorena</b> abstained due to not being present at the meeting.	
<b>Discussion Items:</b> <ul style="list-style-type: none"> <li>CAEP 3-Year Plan discussion and member input</li> </ul>	Chrissy discussed the CAEP 3-Year Plan with members.	
<b>Vote to Approve:</b> <ul style="list-style-type: none"> <li></li> </ul>		
<b>Board Approvals for 2025-2026</b> <ul style="list-style-type: none"> <li>RSCCD – Approved</li> <li>GGAE –</li> <li>OUSD – Approved</li> <li>SAUSD –</li> </ul>		

• OCDE – Approved		
<b>Announcements:</b> <ul style="list-style-type: none"> <li></li> </ul>		
<b>Upcoming Events:</b> <ul style="list-style-type: none"> <li></li> </ul>		
<b>Upcoming 2025 Due Dates and important Information:</b>  <b>June 2025</b> <ul style="list-style-type: none"> <li>• <b>Jun 1:</b> 24/25 Member Expense Report due in NOVA (Q3)</li> <li>• <b>Jun 20:</b> CAEP Three-Year Plan Due</li> <li>• <b>Jun 30:</b> 24/25 Member Expense Report certified by Consortia in NOVA (Q3) *</li> <li>• <b>Jun 30:</b> End of Q4</li> </ul>		
* Items with an asterisk are consortium deliverables		
<b>Other:</b> <ul style="list-style-type: none"> <li></li> </ul>		
<b>Future Meetings: 4<sup>th</sup> Tuesday of the month, unless otherwise noted.      Location: CWPC Conference Room      Time: 9:00am – 10:00am</b>		
<ul style="list-style-type: none"> <li>• <b>2025:</b> June 24</li> </ul>		