



Building Skills, Advancing Careers

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

DATE: October 21, 2025

TIME: 9:00am – 10:00am

ZOOM: 891 3643 5380

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 Minutes: Approval of Minutes (09/16/25)		
Discussion Items: - ELL Healthcare Pathways - CAEP Updates		
Vote to Approve: No Voting Items		
Board Approvals for 2025-2026 - RSCCD – Approved - GGAE – Approved - OUSD – Approved - SAUSD – Approved - OCDE – Approved		
Announcements:		
Upcoming Events:		

Upcoming 2025/2026 Due Dates and important Information: October 2025 Oct 30: 25/26 Member Program Year Budget and Work Plan certified by Consortia in NOVA * Oct 31: Student data due in TOPSPRO (Q1) Oct 31: Employment and Earnings Follow-up Survey November 2025 Nov 14: Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover. December 2025 Dec 1: 25/26 Member Expense Report Due in NOVA (Q1) Dec 1: July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium * Dec 31: 25/26 Member Expense Report certified by Consortia in NOVA (Q1) Dec 31: End of Q2 January 2026 Jan 31: Student Data due in TOPSPRO (Q2) Jan 31: Employment and Earnings Follow-up Survey <i>* Items with an asterisk are consortium deliverables</i>		
Other:		
Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 10:00am 2025: November - NO MEETING, December 2 (adjusted due to Winter Break) 2026: January 27, February 24, March 24, April 28, May 26, June 23		