



Building Skills, Advancing Careers

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

DATE: May 7, 2026

TIME: 8:00am – 9:00am

ZOOM Meeting ID: 894 0602 6532

CAEP location:

CWPC 1572 N. Main Street, Orange, CA 92867

Members Present: Chrissy Gascon, Leticia Alvarado, Amy Avina, Lorena Chavez, Lisa Green, Fatinah Judah

Members Absent: Wendy Rhinehart

Guests:

MINUTES

Item	Discussion	Action
Introductions	The RSAEC Executive Board meeting started at 8:03AM	
Public Comments •	No Public Comments were made.	
Approval of agenda	A motion to approve the agenda was made by Amy Avina and seconded by Lisa Green . All members voted in favor.	
Approval of consent agenda •	No consent agenda items were presented.	
Discussion Items: • 2026-2027 CFAD Allocations and governance Please see the attached CFAD draft	Chrissy introduced the CFAD allocations split for review, confirming that the percentage distribution has not changed, and it is the same percentage split from prior years. Chrissy opened the floor for discussion regarding the allocation split. Amy asked for clarification that there had been no changes to the discussion. Chrissy confirmed the allocations had not changed from prior discussions. Lisa stated she was comfortable with the allocations.	

	Chrissy provided a recap of the previous meeting to update Leticia. Chrissy informed members that once she submits and certifies the CFAD in NOVA, members will receive notifications and only need to log in and approve.																
Vote to Approve: 2026-2027 CFAD Allocations as noted: GGAE: Calculated by: .332094842921003 OUSD: Calculated by: .001537218235963 RSCCD: Calculated by .666367938843034 Please Note: The percentages were completed using the same calculations as last year. Once the May revise has been completed, CAEP will send us exact amounts for the direct-funded members (GGAE, OUSD & RSCCD). At that time, we will need to update these figures so that they correspond with the percentage rate used by the CAEP office. CAEP 2026-2027 Preliminary Award: \$6,025,790* Proposed COLA: \$141,807 *Final allocations will be awarded with the May revise.	A motion to approve the 2026-2027 CFAD Allocations was made by Lorena Chavez and seconded by Lisa Green. All members voted in favor.																
<table border="1"> <thead> <tr> <th></th><th>FY 25/26</th><th>FY 26/27</th></tr> </thead> <tbody> <tr> <td>Garden Grove USD</td><td>\$1,954,040</td><td>\$2,001,134</td></tr> <tr> <td>Orange USD</td><td>\$9,046</td><td>\$9,263</td></tr> <tr> <td>Rancho Santiago CCD</td><td>\$3,920,897</td><td>\$4,015,393</td></tr> <tr> <td>Total</td><td>\$5,883,983*</td><td>\$6,025,790</td></tr> </tbody> </table>				FY 25/26	FY 26/27	Garden Grove USD	\$1,954,040	\$2,001,134	Orange USD	\$9,046	\$9,263	Rancho Santiago CCD	\$3,920,897	\$4,015,393	Total	\$5,883,983*	\$6,025,790
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*Please note: The 2025/2026 preliminary allocation had a reduction of \$7,476 in COLA with the May Revise.																	

Vote to Approve: CFAD Governance as written in NOVA (Please see the attached Governance that includes the dropdowns)	A motion to approve the CFAD Governance as written in NOVA was made by Amy Avina and seconded by Leticia Alvarado . All members voted in favor.	
Board Approvals for 2026-2027 • RSCCD – • GGAE – • OUSD – • SAUSD – • OCDE –		
Announcements: •		
Upcoming Events: •		
Upcoming 2026 Due Dates and important Information: May 2026 • May 2: CFAD for 2026-27 due in NOVA * June 2026 • Jun 1: 25/26 Member Expense Report due in NOVA (Q3) • Jun 30: 25/26 Member Expense Report certified by Consortia in NOVA (Q3) * • Jun 30: End of Q4 <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		
• 2026: May 26, June 23		