



## AGENDA

Date: April 2, 2025

Time: Business Meeting: 10:00 am – 11:00 am

Working Meeting: 11:00 am – 12:30 pm

Location: SCOE (10474 Mather Blvd, Mather, CA 95655), Board Room

### BUSINESS MEETING

1. Welcome and Introductions
2. Approval of April 2, 2025 Agenda
3. Approval of February 5, 2025 Meeting Minutes

#### 4. [California Adult Education Program Updates and Deliverables](#)

4.1	Apr 30	Student Data due in TOPSPro (Q3)
4.2	Apr 30	Employment and Earnings Follow-up Survey
4.3	May 2	CFAD for 2025-26 due in NOVA
4.4	June 1	24/25 Member Expense Report due in NOVA (Q3)
4.5	June 20	CAEP Three-Year Plan Due
4.6	June 30	24/25 Member Expense Report certified by Consortia in NOVA (Q3)
4.7	June 30	End of Q4

#### 5. Select Topics

5.1 Capital Outlay Request

5.2 Consortium Fiscal Administration Declaration (CFAD)

5.3 Member and Partner News, Updates, and Challenges

#### 6. Upcoming Meetings and Events

- [CCAIE State](#) – May 1-3, 2025, Fresno
- [CASAS Summer Institute](#) – June 9-12, 2025, Orange County
- [CAEP TAP Webinars](#)
  - ✓ [Overview: TOPSpro Enterprise \(TE\)](#), April 10, 2025, 11:00am – 12:30pm
  - ✓ [CAEP Data Integrity Report Training](#), April 10, 2025, 1:00pm – 2:00pm

7. Upcoming CAERC Meetings and Events

<b>Dates</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
Fri, April 11	9:00am – 11:00am	Director’s Workgroup	SCOE, Room B
Cancelled	<del>1:00pm – 3:00pm</del>	<del>Data &amp; Accountability</del>	<del>Online</del>
Fri, April 18	9:30am – 11:30am	CAERC Network of Transition Navigators	Online
Thurs, May 15	9:30am – 11:30am	CAERC Network of Transition Navigators	SCOE, Room B
Thurs, May 15	1:00pm – 3:00pm	Data & Accountability	SCOE, Room B
Fri, May 16	9:00am – 11:00am	Director’s Workgroup	Online

8. Other Items for Discussion or Distribution

9. Public Comment

10. Adjournment

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WORKING MEETING, 11:00 pm – 12:30 pm

- Sacramento Public Library Apps and Services