



AGENDA

Date: October 1, 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 October 1, 2025, Agenda
3. Approval of August 6, 2025, Meeting Minutes
4. [California Adult Education Program Updates and Deliverables](#)

4.1	Oct 30	25/26 Member Program Year Budget and Work Plan Certified by Consortia in NOVA
4.2	Oct 31	Student Data due in TOPSPro (Q1)
4.3	Oct 31	Employment and Earnings Follow-up Survey
4.4	Nov 14	Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.
4.5	Dec 1	25/26 Member Expense Report Due in NOVA (Q1)
4.6	Dec 1	July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
4.7	Dec 31	25/26 Member Expense Report Certified by Consortia in NOVA (Q1)
4.8	Dec 31	End of Q2

5. Select Topics
 - 5.1. ELL Healthcare Pathway Update
 - 5.2. WIOA Funding and Test Updates
 - 5.3. Carryover Compliance
 - 5.4. Member and Partner News, Updates, and Challenges
6. Upcoming Meetings and Events
 - [CCCAOE Fall Conference](#) – October 22-24, 2025 – Palm Springs
 - [ACSA Leadership Summit](#) – November 6-8, 2025 – San Francisco
 - [CTE Conference](#) – November 19-21, 2025 – Rancho Mirage
 - [CCAIE South](#) – November 20-22, 2025 – Palm Springs
 - [CAEP TAP Webinars](#)

- ✓ [CAEP Carryover Compliance and the Written Expenditure Plan \(WEP\) - October 7, 2025](#) – 11:00am-12:00pm
- ✓ [TE Portals](#) – October 16, 2025 – 11:00am-12:30pm
- ✓ [Overview: TOPSPro Enterprise \(TE\)](#) - November 20, 2025 – 11:00am-12:30pm

7. Upcoming CAERC Meetings and Events

Dates	Time	Event	Location
Fri, Oct 10	9:00am – 11:00am	CAERC Director’s Workgroup – Budget	Online
Thurs, Oct 16	1:00pm – 3:00pm	Data & Accountability	Online
Fri, Oct 17	9:30am – 11:30am	Network of Transition Navigators	TBD
Thurs, Nov 13	12:00pm – 3:00pm	Data & Accountability and Network of Transition Navigators	SCOE, Mather Room
Fri, Nov 14	9:00am – 11:00am	CAERC Director’s Workgroup – Annual Plan	SCOE, Room A
Wed, Dec 3	10:00am – 12:30pm	December Business and Working Meetings	SCOE, Board Room

8. Other Items for Discussion or Distribution

9. Public Comment

10. Adjournment

WORKING MEETING, 11:00 pm – 12:30 pm

- Consortium Fact Sheet Data & TE Admin Portal