



## AGENDA

Date: January 8, 2020  
Time: Business Meeting: 1:00 pm – 2:00 pm  
Working Meeting: 2:00 pm – 3:30 pm  
Location: Sacramento County Office of Education, Mather Room  
10474 Mather Blvd. Mather, CA 95655

### BUSINESS MEETING

1. Welcome and Introductions
2. Approval of January 8, 2020 Agenda
3. Approval of December 4, 2019 Meeting Minutes
4. California Adult Education Program Updates and Deliverables
  - 4.1 Jan 31 Student Data (Q2) in TOPSPro
  - 4.2 Jan 31 18/19 and 19/20 Member Expense Report due to CAERC (Q2) – Close out Fund D
  - 4.3 Feb 28 Preliminary allocations for 2020-21 and 2021-22 released by this date
  - 4.4 Mar 1 Close out of 17/18 Member Funds due in NOVA
  - 4.5 Mar 1 18/19 and 19/20 Member Expense Report due in NOVA (Q2) – CAERC deadline Jan 31
  - 4.6 Mar 31 18/19 and 19/20 Member Expense Report certified by Consortia by NOVA (Q2)
  - 4.7 Mar 31 Close out of 17/18 funds in NOVA certified by Consortia in NOVA
  - 4.8 Apr 30 Student Data due in TOPSPro (Q3)
5. Select Topics
  - 5.1. Fact sheet by Folsom Cordova USD Adult Education
  - 5.2. Fact sheet by San Juan USD Adult Education
  - 5.3. CAEP update on serving 18 and over
  - 5.4. Galt JUHSD Adult Education possibly opening ESL class in Thornton
  - 5.5. CTE: Changes in Accreditation Process for Pharmacy Technician students
6. Upcoming Meetings and Events

- California Adult Education Administrators Association [CAEAA] Conference, January 29-31, 2020, Sacramento
- EL Civics Conference North, February 7, 2020, Sacramento
- OTAN’s Technology and Distance Learning Symposium, March 6-7, 2020, Sacramento
- California Community College Association for Occupational Education [CCCAOE] Spring Conference, March 9-13, 2019, Sacramento
- Coalition on Adult Basic Education [COABE] Conference, April 5-8, 2020, Baltimore, MD
- California Council for Adult Education [CCAEE] State Conference, April 23-25, 2020, Sacramento
- Comprehensive Adult Student Assessment Systems [CASAS] Summer Institute, June 23-25, 2020, Orange County

## 7. Upcoming CAERC Meetings and Events

Dates	Time	Event	Location
Fri, Jan 10	1:00-2:30	CAERC Marketing and Outreach Meeting	SCOE, DPMEC, Mather Room
Fri, Jan 10	2:30-4:00	Director's Workgroup Meeting	SCOE, DPMEC, Mather Room
Fri, Jan 31	8:00-4:00	Network of Transition Navigators at Regional Workforce Conference	Arden Hills Event Center, Carmichael
Thu, Jan 16	1:00-3:30	CAERC Data and Accountability Workgroup Meeting	SCOE, DPMEC, Computer Lab
Wed, Feb 5	1:00-2:00	Monthly Consortium Business Meeting	SCOE, DPMEC, Mather Room
Wed, Feb 5	2:00-3:30	Monthly Consortium Working Meeting	SCOE, DPMEC, Mather Room
Fri, Feb 7	1:00-2:30	CAERC Budget Meeting	SCOE, DPMEC, Mather Room
Fri, Feb 7	2:30-4:00	Director's Workgroup Meeting	SCOE, DPMEC, Mather Room
Fri, Feb 13	8:00-4:00	Network of Transition Navigators at CTE Counselor Conference	DoubleTree Hotel, Sacramento
Thu, Feb 20	1:00-3:30	CAERC Data and Accountability Workgroup Meeting	SCOE, DPMEC, Library Meeting Room
Fri, Feb 21	10:00-2:00	Network of Transition Navigators meeting	SCOE, DPMEC, Room C

## 8. Other Items for Discussion or Distribution

## 9. Public Comment

## 10. Adjournment

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WORKING MEETING, 2:00 pm – 3:30 pm

Presentations and Discussion:

- Topic: Career and Technical Education Programs: Endorsement Process within CAERC