



## AGENDA

Date: December 4, 2019  
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 December 4, 2019 Agenda
3. Approval of November 13, 2019 CAERC Meeting Minutes
4. California Adult Education Program Updates and Deliverables
  - 4.1 Dec 1 July 1, 2018 to June 30, 2019 Instructional Hours and Expenses by Program Area due [Dec 14] (actuals) in NOVA and certified by Consortium
  - 4.2 Dec 1 18/19 and 19/20 Member Expense Report (Q1) submitted by members in NOVA
  - 4.3 Dec 31 18/19 and 19/20 Member Expense Report (Q1) certified by Consortium in NOVA
  - 4.4 Dec 31 End of Q2
  - 4.5 Jan 31 Student Data (Q2) in TOPSPro
  - 4.6 Jan 31 18/19 and 19/20 Member Expense Report (Q2) submitted by members to CAERC, Fund D must be 100% spent
5. Select Topics
  - 5.1. Fact sheet by Sacramento City Unified School District: Adult Education
  - 5.2. Fact sheet by Elk Grove Unified School District: Elk Grove Adult and Community Education
  - 5.3. Fact sheet by Galt Joint Union High School District: Adult Education
  - 5.4. 2020-23 Request for Applications, Workforce and Innovation Opportunity Act, Title II: Adult Education and Family Literacy
6. Upcoming Meetings and Events
  - CAEAA Conference, January 29-31, 2020, Sacramento

- EL Civics Conference North, February 7, 2020, Sacramento
- OTAN’s TDLS, March 6-7, 2020, Sacramento
- COABE Conference, April 5-8, 2020, Baltimore, MD
- CCAE State Conference, April 23-25, 2020, Sacramento
- CASAS Summer Institute, June 23-25, 2020, Orange County
- CAEP TAP Webinars:
  - ✓ OTAN Website Live Demonstration and Resources, Wednesday, December 11, 2019, 12:00 pm-1:00 pm

7. Upcoming CAERC Meetings and Events

Dates	Time	Event	Location
Fri, Dec 6	1:00-2:30	CAERC Budget Meeting	SCOE, DPMEC, Mather Room
Fri, Dec 6	2:30-4:00	Director's Workgroup Meeting	SCOE, DPMEC, Mather Room
Fri, Dec 13	10:00-2:00	Network of Transition Navigators visiting EGACE AJCC	8401 Gerber Road, Sacramento, CA 95828
Thu, Dec 19	1:00-3:30	CAERC Data and Accountability Workgroup Meeting	SCOE, DPMEC, Library Meeting Room
Wed, Jan 8	1:00-2:00	Monthly Consortium Business Meeting	SCOE, DPMEC, Mather Room
Wed, Jan 8	2:00-3:30	Monthly Consortium Working Meeting	SCOE, DPMEC, Mather Room
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
Thu, Jan 16	1:00-3:30	CAERC Data and Accountability Workgroup Meeting	SCOE, DPMEC, Computer Lab

8. Other Items for Discussion or Distribution

9. Public Comment

10. Adjournment

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WORKING MEETING, 2:00 pm – 3:30 pm

- Discussion: 2020-23 Request for Applications, Workforce and Innovation Opportunity Act, Title II: Adult Education and Family Literacy
- Discussion: After CAEP Summit – share and reflect