

San Diego Adult Education Regional Consortium (SDAERC)

Date: 04/24/2024

Time: 9:30 am – 10:00am

Face to Face Meeting Location: Location – 4343 Ocean View Blvd. San Diego, CA 92113 (ECC) Rm 106

**Meeting will be allowed by Zoom based on the special meeting circumstance and short duration of the meeting.*

Meeting Teleconference Access: <https://sdccd-edu.zoom.us/j/6971542755?omn=82385999090> **Or by phone:** 1 669 900 6833 **Zoom Meeting ID:** none required

For a List of Voting Members: Click on SDAERC Website: <https://sdcce.edu/organization/special-projects-and-grants/sdaerc>

*SDAERC is a Brown Act abiding consortium. As we are no longer in a state of emergency due to the pandemic, under AB 2249 the quorum must be present in-person at a single, publicly accessible location. Individual voting members may participate remotely with notice. Voting members requesting remote participation MUST provide reason to do so, being either "just cause" or "emergency circumstances". For further information on meeting policies and remote restrictions per AB 2249 see [HERE](#) and [HERE](#).

Agenda Item	Lead/Presenter
1. Call to Order	All
2. Adoption of Agenda & Selection of Chair & Proxies	All
3. Public Comment <i>Note: see new Consortium Public Comment Form online SDAERC</i>	Open
4. Consent Items: a) Minutes March 21, 2024 – If not available see Zoom recording online HERE	All
5. Action Items a) PY 24/25 Consortium Fiscal Administrative Declaration (CFAD) & Preliminary Allocation <ul style="list-style-type: none"> • 10 Year CAEP Allocation Trends • AB 1491 Carry Over Compliance Overview b) Annual Meeting Calendar PY 24/25 c) CAEP Out of State Travel	a. Kelly Henwood, Special Projects Manager, Consortium Director, SDCCE b. Vincent Villareal, CAEP Project Assistant, SDCCE c. Rachel Rose, Department Chair, Child Development, SDCCE

9. Upcoming CAEP Due Dates and State Updates

- May 2: CFAD for 2024-25 due in NOVA by 5pm
- Jun 1: 22/23 and 23/24 Member Expense Report due in NOVA (Q3)
- Jun 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) *
- Aug 15: Annual Plan for 2024-25 due in NOVA
- Sep 1: 22/23 and 23/24 Member Expense Report due in NOVA (Q4)
- Sep 1: 23/24 Certification of Allocation Amendment due in NOVA
- Sep 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) *
- Sep 30: 24/25 Member Program Year Budget and Work Plan due in NOVA

Adjournment

Next Meeting May 16th 2pm to 3:30

For more information about the SDAERC and CAEP: Visit our local websites: [SDCE SDAERC](#) and [SDUSD Adult Program](#)

Or the State CAEP website: www.caladulted.org

