

**San Diego Adult Education Regional Consortium (SDAERC)**

**Date:** 03/21/2024

**Time:** 2:00pm-3:30pm

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

**Meeting Zoom:** <https://sdccd-edu.zoom.us/j/86489078557>

**Password:** SDAERC

**Meeting Teleconference Access** Or by phone: 1-669-900- 6833 **Meeting ID:** 867 3308 6455

**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
<b>1. Call to Order</b>	All
<b>2. Adoption of Agenda &amp; Selection of Chair &amp; Proxies</b>	All
<b>3. Public Comment</b> <i>Note: see new Consortium Public Comment Form online <a href="#">SDAERC</a></i>	Open
<b>4. Consent Items:</b> a) <a href="#">Minutes 2/15/24</a>	All
<b>5. Action Items</b> a) <a href="#">Q2 Expenditure Report</a> b) <a href="#">PY 24/25 Consortium Fiscal Administrative Declaration (CFAD) &amp; Preliminary Allocation</a> • <a href="#">10 Year CAEP Allocation Trends</a> • <a href="#">AB 1491 Carry Over Compliance Overview</a> c) <a href="#">First Reading of SDAERC Bylaws Revisions 2024</a> d) <a href="#">Site Improvement SDCCE CTE Clothing and Textiles Fiber Lab Build Out</a> e) <a href="#">Site improvement SDCCE CTE Welding Robotics Build Out</a>	a. Each Member Agency Fiscal Representative b. Kelly Henwood, Consortium Director, SDCCE Special Project Manager  c. Kelly Henwood d. Lorie Howell, Dean, Clothing and Textiles Program & Shirley Pierson, Chair, Clothing and Textiles e. Andrei Lucas, Dean Vocational Trades & Chair Bradley Dorschel, Chair, Vocational Trades

<p><b>6. Presentation &amp; Discussion Item – CAEP Projects/Action Teams</b></p> <ul style="list-style-type: none"> <li>a) <a href="#">Annual Plan Process</a></li> <li>b) Marketing –Joint Secondary Education Video</li> <li>c) Professional Development Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>a. Kelly Henwood and James Hayes, Consultant</li> <li>b. Brenna Leon Sandeford, Public Information Officer, SDCCE</li> <li>c. Carla Grossini - Concha</li> </ul>
<p><b>7. Information Items:</b></p> <ul style="list-style-type: none"> <li>a) Student Services Updates</li> <li>b) <a href="#">Adult School Transition Team</a> Updates</li> <li>c) CAEP Website Updates: <a href="#">Find A School</a> Updates on <a href="#">School Directory Form</a></li> </ul>	<ul style="list-style-type: none"> <li>a. Dr. Shakerra Carter, Vice President of Student Services, SDCCE</li> <li>b. Roberta Krauss, Dean of Counseling, SDCCE</li> <li>c. Vincent Villareal, CAEP Project Assistant, SDCCE</li> </ul>
<p><b>8. Community Partnership Updates</b></p> <ul style="list-style-type: none"> <li>a) Literacy Council</li> <li>b) SDCOE</li> <li>c) SDWP</li> <li>d) Other Community Updates</li> </ul>	<ul style="list-style-type: none"> <li>a. Jose Cruz San Diego Literacy Council</li> <li>b. Stephanie Johnston, Manager, San Diego County Office of Education</li> <li>c. Arturo Vasquez, Director/Manager Workforce Development</li> <li>d. All</li> </ul>
<p><b>9. Upcoming CAEP Due Dates and State Updates</b></p> <ul style="list-style-type: none"> <li>• Mar 31: 21/22 and 22/23- and 23/24- Member Expense Report certified by Consortia in NOVA (Q2) *</li> <li>• Mar 31: End of Q3</li> <li>• Apr 30: Student Data due in TOPSPro (Q3)</li> <li>• Apr 30: Employment and Earnings Follow-up Survey</li> <li>• May 2: CFAD for 2024-25 due in NOVA</li> </ul>	
<p><b>Adjournment: Next Meeting: Thursday, May 16<sup>th</sup> 2:00 – 3:30</b></p>	

For more information about the SDAERC and CAEP: Visit our local websites: [SDCE SDAERC](#) and [SDUSD Adult Program](#)  
Or the State CAEP website: [www.caladulthood.org](http://www.caladulthood.org)

