Ventura County Adult Education Consortium

Regular Meeting

Friday, October 5, 2018

Ventura Adult and Continuing Education

Lunch at 12:45pm | Meeting from 1:00-3:00pm

Location

Ventura Adult and Continuing Education
5200 Valentine Road, Conference Room A
Ventura, CA 93003

Participants:

Facilitator: Greg Hill Jr., WestEd
Recorder: Kathy Walker, WestEd

Member Representatives: Michele Arso, ( ); Shayna Ledesma, Admin. Delegate SIMI ( ), Becky Beckett, Stefan Cvijanovich, Robin Gillette, Kathy Greaves, Tiffany Morse, Alan Penner, Mike Sanders (Chairperson), Alexandria Wright, Carolyn Vang-Walker

Guests: Mike Winters (transitioning to become new Representative for Moorpark), invited by Alan Penner

AGENDA

OPEN SESSION

This session is open to Member Representatives, invited guests, and the public

#	TOPIC	TIME
1	**OPENING PROCEDURES** • Welcome and request for speaker cards • Roll Call	10 Min
2	**CONSENT AGENDA** • Approval of Minutes from 9/7/18	5 min
3	**REPORTS:** • Soft Skills Workgroup report - Alix Wright, Tiffany Morse, Becky Beckett and Kathy Greaves • AEP Field Teams • Director's Conference • CASAS WIOA & AEP Workshop	45 Min
4	**CORRESPONDENCE / EVENTS CALENDAR** **SEPTEMBER 2018** • Oct. 30: 16/17 & 17/18 member expense report certified by consortia in NOVA (Q4); Will also include Year End Financial Report (Narrative) • Oct. 30: Program Year Budget Due in NOVA (Includes 17/18 carry over and 18/19 new funds) • Sep 30: End of Q1 **OCTOBER 2018** • Oct 16: Launchboard/data training Santa Maria - need VCAEC Team (other dates available if team cannot attend this meeting) • Oct 31: Student data due in TOPSPro (Q1) *Note – MIS 18/19 reporting schedule will be released in early 2018 **NOVEMBER 2018**	5 Min

	DECEMBER 2018 ● Dec 1: 17/18 & 18/19 member expense report certified by members in NOVA (Q1) ● **Dec 20: Data and Accountability Budget Changes due (old system)** ● **Dec 31: Data and Accountability funded activities end** ● Dec 31: 17/18 & 18/19 member expense report certified by consortia in NOVA (Q1) ● Dec 31: End of Q2	
5	**DISCUSSION** ● 3 Year Planning approach	45 Min
6	**Public Comment**	10 Min

Next meeting will be held on November 2, 2018 @ Santa Paula Adult School