



**Victor Valley Adult Education Regional Consortium**

Executive Committee Meeting - AGENDA

Tuesday, November 5, 2024

1:00 PM

Victor Valley College:

Building 44, Student Activities Center (SAC), Rooms B-C

1. Opening Business

Call to Order

Establish Quorum

<b>Establish Quorum: 4 Members</b>	
<b>Member Name</b>	<b>Attending</b>
Apple Valley Unified School District	
Hesperia Unified School District	
Lucerne Valley Unified School District	
Snowline Joint Unified School District	
Victor Valley College	
Victor Valley Union High School District	

Welcome and Introductions

2. Approval of the minutes:

2.1 July 31, 2024

3. Public Comments – Public comments will be allowed on any topic relevant to the VVAERC. Pursuant to VVAERC Policy, comments are limited to 3 minutes per person. Please begin your comment by stating your name.

4. Informational Items:

4.1 Due Dates:

October 2024

- **Oct 30:** 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA \*
- **Oct 31:** Student data due in TOPSPro (Q1)
- **Oct 31:** Employment and Earnings Follow-up Survey

December 2024

To access written documents being discussed at the executive meeting, or to otherwise participate at executive meetings please contact Director Martha Mendez at [martha.mendez@vvc.edu](mailto:martha.mendez@vvc.edu). Notification at least 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to the meeting. Public materials are available for public inspection at Victor Valley College 18422 Bear Valley Road, Victorville, CA 92395; Building 64, Adult Education Office or visit our website at: [www.vvadulthood.com](http://www.vvadulthood.com).

- **Dec 1:** July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
- **Dec 1:** 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1)

4.2 CAEP Three Year Plan: June 20, 2025

4.3 Member Updates

4.4 Tentative VVAERC Graduation June 4, 2025 at 3:00 PM

5. Announcements

5.1 2024-25 Executive Committee Meeting Schedule

5.2 ELL Healthcare Program: CHW to Launch January 2025

5.3 Conference Report Out

- CAEP Directors – Sacramento, CA – September 26-27, 2024
- CAEP Summit – Oakland, CA – 28-30, 2024

6. Action Items: None

7. 2024-25 Conferences and Training

- November 21-23: CCAE Southern/ South Coast Section, Palm Springs
- May 1-3: CCAE State Conference, Fresno, CA
- June 9-12: CASAS Summer Institute, Orange County

8. Adjournment

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