



TRI CITY ADULT EDUCATION REGIONAL CONSORTIUM

Agenda

For

Board Meeting of the Executive Board

August 15, 2024

Compton College

1111 E. Artesia Blvd.
Compton, CA 90221

TRI CITY ADULT EDUCATION REGIONAL CONSORTIUM

Executive Committee

Doi Johnson, Representative

Yvonne Rodriguez, Ed.D., Representative

Lynell Wiggins, Representative

Shamell Wilson, Representative

We connect education and workforce training to create family sustaining careers.

Tri City Adult Education Regional Consortium



Paramount Adult School
14507 Paramount Blvd.
Paramount, CA 90723
562.602.8080

<u>EXECUTIVE BOARD</u>
DOI JOHNSON, <i>Representative</i>
YVONNE RODRIGUEZ, Ed.D, <i>Representative</i>
LYNELL WIGGINS, <i>Representative</i>
SHAMELL WILSON, <i>Representative</i>

REGULAR MEETING OF EXECUTIVE BOARD

Agenda

August 15, 2024

The Executive Board will meet in a virtual Open Session after the Study Session, which starts at 2:00pm via Zoom. Closed Session may be conducted in accordance with applicable sections of California law.

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Iris Fernandez, Compton College Adult Education Program Specialist at 310.900-1600 x2788, or ifernandez@compton.edu. Notification of at least 48 hours prior to the meeting will enable the Consortium to make reasonable arrangements.

- I. **Call to Order**
- II. **Mission Statement** - *We connect education and workforce training to create family sustaining careers*
- III. **Roll Call**
 - a. Doi Johnson –
 - b. Dr. Yvonne Rodriguez –
 - c. Lynell Wiggins -
 - d. Shamell Wilson –
- IV. **Approval of Agenda**
 - a. Motion –
 - b. Second –
 - c. Vote –
- V. **Approval of Minutes**
 - a. June 7, 2024 Board Meeting
 - i. Motion –
 - ii. Second –
 - iii. Vote –
- VI. **Reports from Representatives, Fiscal Agent and Project Manager**
 - a. Representatives: Reports on conferences attended, scheduled meetings or other training or informational activities related to the Consortium.
 - i. **Compton Adult School** – Doi Johnson
 - ii. **Compton Community College District** – Lynell Wiggins
 - iii. **Lynwood Community Adult School** – Shamell Wilson
 - iv. **Paramount Adult School** – Dr. Yvonne Rodriguez
 - b. **Fiscal Agent:** Paramount Unified School District – Dr. Yvonne Rodriguez
 - i. Budget Update
 - ii. Other

- c. **Project Manager:** Anderson & Anderson Enterprises

VII. Hearing Section: Request to Address the Tri City Executive Board – Agenda/Non-Agenda Items

Persons wishing to address the Board should sign in on the optional sign in sheet that is located on the table by the door. Speakers will be called in sequence during the Hearing Sections, which is limited to one hour and each speaker to one presentation of three minutes unless the Board wishes to waive the time limit. Those who have a group concern are encouraged to select a spokesperson to address the Board.

Persons wishing to address the Board on a specific agenda item at the time the item is under discussion are limited to three minutes each and will be called to speak following the staff comments and prior to the Board's discussion and taking action.

VIII. Information Items

These items are intended to keep the Board informed on various matters that do not require formal action by the Board.

- a. Upcoming Deadlines, Deliverables, Training and Other Important Dates:
 - i. **August 9, 2024** – High School Equivalency and Proficiency Summer Convening – Los Angeles
 - ii. **August 15, 2024** – 2024-25 Annual Plan due in NOVA
 - iii. **September 1, 2024** - 22/23 and 23/24 Member Expense Report due in NOVA (Q4)
 - iv. **September 1, 2024** - 24/25 Certification of Allocation Amendment due in NOVA
 - v. **September 26-27, 2024** – CAEP Consortium Directors' Event 2024
 - vi. **September 30, 2024** - 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4)
 - vii. **September 30, 2024** - 24/25 Member Program Year Budget and Work Plan due in NOVA
 - viii. **September 30, 2024** - End of Q1
 - ix. **October 28-30, 2024** – CAEP Summit at Oakland City Centre Marriott
 - x. **October 30, 2024** - 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA
 - xi. **October 31, 2024** - Student data due in TOPSPro (Q1)

- xii. **October 31, 2024** – Employment and Earnings Follow Up Survey
- xiii. Other

IX. Expenditure Items

These items are intended for the board to review, representing expenses to be made on behalf of the Consortium by the member agencies. The Board may further discuss these expenditure items at a Study Session or submit them as an Action Item for the following Board Meeting.

- a. There are no Expenditure Items for this meeting

X. Conference Items

These items are presented for advanced planning and to assist the Board in establishing further agenda items. The Board may, however, take action on the following:

- a. Proposal for Digital Media and Marketing – Grad Communications

XI. Action Items

These items are presented for action at this time. Some may have been reviewed by the Board at a previous meeting under the Conference Items section of the agenda.

XII. Board Meeting Calendar

Any additions to or changes in the next Regular Meeting and/or special meeting calendar and agenda will be discussed.

- a. Tentative agenda items for next Study Session on September 5, 2024.
- b. Tentative agenda items for next Board Meeting on September 19, 2024.

XIII. Next Meeting

- a. Thursday, September 19, 2024 at 2:00pm via Zoom

XIV. Adjournment

- a. Motion -
- b. Second -
- c. Vote -