



TRI CITY ADULT EDUCATION REGIONAL CONSORTIUM

Agenda

For

Board Meeting of the Executive Board

December 5, 2024

Lynwood Community Adult School

11277 Atlantic Avenue
Lynwood, CA 90262

TRI CITY ADULT EDUCATION REGIONAL CONSORTIUM

Executive Committee

Doi Johnson, Representative

Yvonne Rodriguez, Ed.D., Representative

Paul Flor, Ph.D., Representative

Shamell Wilson, Representative

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

Tri City Adult Education Regional Consortium



Lynwood Community Adult School
11277 Atlantic Avenue
Lynwood, CA 90262
310-604-3096

<u>EXECUTIVE BOARD</u>
DOI JOHNSON, <i>Representative</i>
YVONNE RODRIGUEZ, Ed.D, <i>Representative</i>
PAUL FLOR, Ph.D., <i>Representative</i>
SHAMELL WILSON, <i>Representative</i>

REGULAR MEETING OF EXECUTIVE BOARD

Agenda

December 5, 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 the Tri City AEC Project Manager via email at tricitythrives@gmail.com. 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. Dr. Paul Flor -
 - d. Shamell Wilson –
- IV. **Approval of Agenda**
 - a. Motion –
 - b. Second –
 - c. Vote –
- V. **Approval of Minutes**
 - a. November 21, 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, program updates, campus events and milestone or other training or informational activities related to the Consortium.
 - i. **Compton Adult School** – Doi Johnson
 - ii. **Compton Community College District** – Dr. Paul Flor
 - 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. Carryover Compliance Update
- 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. **December 2, 2024** – CAEP Program Area Reports due in NOVA
 - ii. **December 2, 2024** – CAEP Quarter 1 Expense Report due in NOVA
 - iii. **December 15, 2024** - CAEP Program Area Report Certified in NOVA
 - iv. **December 31, 2024** – Quarter 1 Expense Reports Certified in NOVA
 - v. **December 31, 2024** – Last day to spend 2022-23 funds
 - vi. **December 30, 2024** – [Staff Surveys](#) 2024-25 responses due
 - vii. **January 31, 2025** - Fresh Success Letter of Commitment due
 - viii. **February 6-7, 2025** – 28th Annual California Adult Ed Administrators’ Association State Conference (CAEAA) in Sacramento
 - ix. 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:

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.

- a. Increase Joint Consortium Funds to \$300,000.00

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 January 2, 2025.
- b. Tentative agenda items for next Board Meeting on January 16, 2025.

XIII. Next Meeting

- a. Thursday, January 16, 2025 at 2:00pm via Zoom

XIV. Adjournment

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