



CAEP Consortium Directors Council Meeting Minutes

DATE: AUGUST 9, 2023

TIME 2:00 PM

LOCATION: ZOOM

Co-CHAIRS	Dr. Megan Battle	Silvia Cornejo	Dr. Vernon Moore	
ATTENDEES:	Crystal Robinson	David Taylor	Dr. Jay Marquand	Sara Garcia-Salgado
	Anel Martinez			
HANDOUT(S)	<p> April 24, 2023 Minutes 2023-2024 CAEP Annual Plan CAEP CFAD SUHSD AE CAEP Proposal ELL Healthcare Pathways Plans CAEP ELL Healthcare Pathways Funding Memo </p>			
	<ul style="list-style-type: none"> ● Welcome and Introductions ● Public Comment: Silvia Cornejo is acting as proxy for Dr. Isabelle Saber. ● Adoption of Minutes: April 24, 2023 – Approved with no corrections. Motion for approval made by SUHSD, seconded by SWC. Motion carried unanimously. ● Action Item 1 – Approve 2023-2024 CAEP Annual Plan: Crystal Robinson presented 23-24 Annual Plan Motion for approval made by SWC, seconded by SUHSD. Motion carried unanimously. ● Action Item 2 – Allocation Amendment for COLA Crystal Robinson presented CAEP CFAD including the COLA Motion for approval made by SUHSD, seconded by SWC. Motion carried unanimously. ● Action Item 3 – Allocation Amendment for CUSD for Consortium Social Media Marketing There will be no impact to member budget; the \$35,000 one-time money will be paid by the Consortium budget. Motion for approval made by CUSD, seconded by SWC. Motion carried unanimously. ● Action Item 4 – SUHSD Capital Outlay Proposal The CAEP Fiscal Management Guide states that "Capital Outlay expenditures need to be submitted by the requesting Member-district to the consortium's governing board for review and approval" Crystal Robinson will send an email to the CAEP office on behalf of the consortium to inform them of the proposal expenditures and explaining our process. Dr. Jay Marquand presented the SUHSD A.E. CAEP Proposal Motion for approval made by SUHSD, seconded by CUSD. Motion carried unanimously ● Action Item 5 – CDC Chair for 2023-2024 SWC will be the CDC Chair for the 23-24 school year. Dr. Moore nominated Dr. Saber, seconded by CUSD. Silvia accepted nomination on behalf of Dr. Saber. 			

- **Informational Item: ELL Healthcare Pathways Grant**

The grant is specific for Adult Ed Noncredit consortia; only specific consortia were invited to apply and our consortia was one of them. The grant award would be for \$554,108 for school year 2023-2024 and then for 2 years after that with potential increase. The purpose of the grant is to support English Language Learners in in-demand healthcare pathway courses. SWC and SUHSD would like to participate but are still in the initial stages of discussion; will dedicate the next Advisory Committee meeting to discuss how we will apply for this grant. The application is due September 8, 2023.

- **Announcements:**

Silvia Cornejo: Introduced David Taylor; he is the new SWC CAEP Specialist.

- **CDC Meeting Calendar:**

Next CDC meeting will be in April 2024 to approve CFAD

Meeting adjourned 2:55 p.m.



CORONADO ADULT EDUCATION

