Steering Committee Meetings

Purpose: SBCAE is a consortium of 4 community colleges and 5 adult schools that works with regional partners to align educational opportunities for adult learners in order to promote upward social and economic mobility in the South Bay region. SBCAE Steering Committee members represent individual districts and as a region plan, develop, recommend, and implement educational programs for adults aligned with AB104 legislation.

Guiding Principles

• Focus on the needs of adult education students first • Embrace collaboration and partnership to have a positive collective impact on our region • Work with transparency and inclusion with all stakeholders • Seek other community partnerships and connections to leverage resources and achieve better outcomes • Explore expansion and innovation in adult education services in the region • Commit to ideas, decisions, and practices that anticipate the future needs for adult learners in our region

Meeting Norms

• Meetings start and end on time and the public space is respected. • Decision making is by consensus with all members given the opportunity to be heard. • One person speaks at a time following acknowledgement from the Chair. • The body, and the public, should engage in turn order comment (i.e., raising of hands). • Speak courteously when making queries of members of the body or the public and listen actively, allowing each participant to express their viewpoints without interruption or judgment. • Respect diverse opinions and perspectives to foster a collaborative and inclusive environment. • Offer feedback and critique constructively, focusing on ideas rather than individuals. • Personnel matters should be addressed privately to leadership.

Public Comment

Members of the public are encouraged to attend Steering Committee meetings and to address the Committee concerning any item on the agenda or within the Steering Committee's jurisdiction. Members of the public will be given opportunity to address the Committee in-person during *agenda item 4) Public Comments*, or in writing by emailing williamst@esuhsd.org prior to the start time of the Steering Committee meeting. Public comments received in writing will be shared with Steering Committee members during the Public Comment item on the agenda. In-person public comment is limited to 3 minutes.

Meeting Information

Meeting calendar, agenda, minutes, and supporting documents are posted on https://sbcae.org/governance/steering-committee/

Dates, times, and locations may change. Agendas will be posted 72 hours in advance of Steering Committee meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations, including auxiliary aids or services, in order to participate in the public meeting of the SBCAE Steering Committee, please contact ilse.pollet@sbcae.org. Notification 72 hours prior to the meeting will enable the Consortium to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

Roster:

SBCAE District	Member	Alternate	SBCAE District	Member	Alternate
Campbell Adult & Community Education	Usha Narayanan	Leslie Johnson-Tatsuta	**East Side Adult Education**	Traci Williams *AE Co-Chair*	Shawn Tran
Milpitas Adult Education	Priti Johari	Giuliana Brahim	**Santa Clara Adult Education**	Carrie Casto	Christine Berdiansky
Silicon Valley Adult Education	Maliheh Vafai	Lars Guntvedt	**Mission College**	Julian Branch	Vacant
San José Evergreen CCD	Kishan Vujjeni		**West Valley College**	Mark Manrose	Eric Grabiel
Evergreen Valley College/San Jose CC	Maniphone Dickerson *CC Co-Chair*	Vacant			

Consultation Council (non-voting members)			SBCAE Staff		
Margarita Ortiz-Minett, Campbell Adult and Community Education			Rick Abare, Director	Vacant, Data Analyst	Brenda Flores, Data & Accountability Specialist
Phil Crawford, San Jose City College			Victoria Silva, Community Partnership Specialist	Shreyas Mandyam, Web/Tech Specialist	Gail Waxman, AWD Specialist

Steering Committee Meeting Agenda · March 7, 2025 · 12:30 PM - 3:30 PM

Location - Santa Clara Adult Education - 1840 Benton St, Santa Clara, CA 95050

AGENDA

12:30	**Open Session** 1) Call to Order Traci Williams called the meeting to order at 1:15PM.	Traci	ACTION
12:35	2) Approval of March 7, 2025 Steering Committee Meeting Agenda Motion to approve agenda for March 7, 2025 SBCAE Steering Committee as presented. M/C/S Brahim / Casto Approved	All	ACTION
12:40	3) Approval of January 17, 2025 Steering Committee Meeting Minutes Motion to approve minutes from January 17, 2025 SBCAE Steering Committee as presented. M/C/S Casto / Brahim Approved	All	ACTION
12:45	4) Public Comments No public comment	All	INFORMATION
12:50	5) Consultation Council Report Margarita shared that she had appreciated the implementation of the name tags for the school being represented, however it would be more helpful to see the member's names. She also made a request for the meetings to be livestreamed as an opportunity for the	Margarita	INFORMATION

SOUTH BAY CONSORTIUM for ADULT EDUCATION
Opening doors for adult learners
opendoorssouthbay.org

	staff who are not able to make it due to their work schedule to be able to join. Margarita also brought up that there are some concerns about the secretary position for the consortium being defunct and consolidated into other roles, noting that minutes aren't as detailed and feeling as if some structure is lost. Margarita made mention that there has not been a community college representative on the consultation council in a while which leads to there not being a discussion on issues they may possibly be facing. Margarita raised the inquiry that they would like to change the consultation council meeting days so that they do not fall on data days and to be able to meet more often so that it would also allow teachers to be present. Margarita also noted that it would also be easier for the members to schedule a meeting if they were to be a part of the master calendar.		
12:55	6) Transition Specialist Co-chair Update Daya introduced herself to the steering committee as the new co-chair. She communicated how immigration has been a hot topic lately. Due to that, the transition specialists had a meeting where SIREN was able to present on how to best support the students. She also mentioned that they are developing best practices discussions for future transition specialists meetings.	Patty	INFORMATION
1:00	7) SBCAE 2025-26 CFAD Preliminary Review & Discussion a) Preliminary allocations b) AE Credentialing Specialist Proposal c) Next steps Traci framed the CFAD process, and Rick walked the group through the first draft of the spreadsheet covering due dates and next steps. **2025-26 Proposed Draft Allocations 3-7-2025 (CFAD due on May 2, 2024)**	Rick, Traci, Moni	INFORMATION
1:30	8) Member Effectiveness Committee Update a) Effectiveness Monitoring Tool Progress b) Innovation Fund Update Traci took the time to thank the members since they meet every Tuesday and are currently working on a monitoring rubric that would define what effectiveness, meeting attendance, and participation. A brief dialogue from Traci ensued about giving point values and looking forward to presenting what the point rubric would be like in the April meeting.	Traci	INFORMATION

	2024-25 Allocations	Est COLA 0.0242997	Est Percent of COLA Adjustment to Fund SCAE AE Credential Role	Est COLA Including AE Credential Adjustment	Member Allocation with Adjusted COLA 2025-26	Consortium Portion 2025-26	District's Portion 2025-26	May Revise	Member Allocation with COLA and May Revise 2025-26
		0.0243	19.03%	0.0197					
CUHSD	$4,364,101	$106,046	$20,176	$85,870	$4,449,971				
ESUHSD	$8,530,465	$207,287	$39,439	$167,849	$8,698,314				
MetroED	$3,285,704	$79,842	$15,191	$64,651	$3,350,355				
MUSD	$1,010,019	$24,543	$4,670	$19,874	$1,029,893				
SJECCD	$1,440,416	$35,002	$6,659	$28,342	$1,468,758				
SCUSD	$2,444,237	$59,394	$11,300	$48,094	$2,592,331	Including $100,000 fund for AE Credentialing Specialist			
WVMCCD	$554,695	$13,480	$2,565	$10,914	$565,609				
Total	**$21,629,637**	**$525,593**	**$100,000**	**$425,593**	**$22,155,230**				
						Total (F + G)	-		

NOTE
Column F is the draft proposed Allocation for 2025-26
Column F is a sum of Columns B and E

Columns G and H will be completed upon receipt of updated consortia-wide postion estimates

State Spreadsheet	
SBCAE Total inc. Est COLA & May Revise	$22,155,230
SBCAE COLA	$525,593
May Revise	-

	Traci recommended that if there was a project a school may want to submit then the deadline would be April 25th for any proposal to be considered. Rick will be sending out the applications. Moni asked a clarifying question about schools having carryover and Traci responded that if a school has carryover then a justification can be submitted since it is an individual consideration and is not restricted by carryover.		
1:45	9) Q2 Expenditure Tracker Update Traci updated the group on the expenditure spreadsheet. She mentioned that it is the same information submitted in NOVA and that each member is tasked to submit and update their numbers in order to give rationale as to how they are spending their funds or plan to spend them. A walkthrough of each institution's expenditure report ensued. MAE is on track. SCAE got a retro adjustment for classified medical to bring even to teachers. SJECCD has both colleges gearing towards spending on adult education marketing. SJCC noted some pending salary encumbrances with Ana and Yvonne's positions, and ongoing efforts to update supplies and materials, as well as requisition laptop systems for use by adult learners EVC discussed their plan to ensure staff supports were in place and funded through adult ed in support of their students, as well as the ongoing development work on new noncredit CTE pathways Carrie wondered since they are getting closing dates from their districts, are the colleges concerned with their rates of expenditure. Moni disclosed that they are not concerned about it since they have strengthened their organization between SJCC and EVC. WVCC have planned some supply purchases and would share more details at the next opportunity Traci offered room for marketing support as part of her ongoing discussion with gradcom.	Traci	INFORMATION
2:15	10) Director Update a) Three-year Planning b) Annual Plan Rick presented to the group and updated them that the ELL Healthcare Pathway Grant agreements are in the signature process. Rick mentioned that we are yet to receive the money from round one and is still not sure what the hold up is on round two. Also, by the end of the month each school will have to put in expenditures.	Rick	INFORMATION

SOUTH BAY CONSORTIUM for ADULT EDUCATION
Opening doors for adult learners
opendoorssouthbay.org

Rick spoke briefly on Traci's eligibility coming up for a second term as the adult school representee. If there is someone else the group would like to have nominated then to email Rick and Moni by the end of the week since they are both running the nomination.

Currently the needs assessment is being completed and there are some strategies and plans being drafted.

Rick gave a brief summary of the retreat and mentioned that there was a representative for each school present.

Rick went on to review the implementation survey in CASAS.

GRANT

ELL Healthcare Pathways Grant Update

Round 2 Update

- Grant agreements for Round 2 are in Signature process

Round 1 Data and expenditures are due in NOVA on 3/31/25

- This includes reporting for Round 2 -Year 1 - First half
  - They have told us to 0 this out

SOUTH BAY CONSORTIUM for ADULT EDUCATION
Opening doors for adult learners
opendoorssouthbay.org

AE CO-CHAIR

Adult Ed Co-chair term is up for election

Traci's first term ends June 30th, 2025

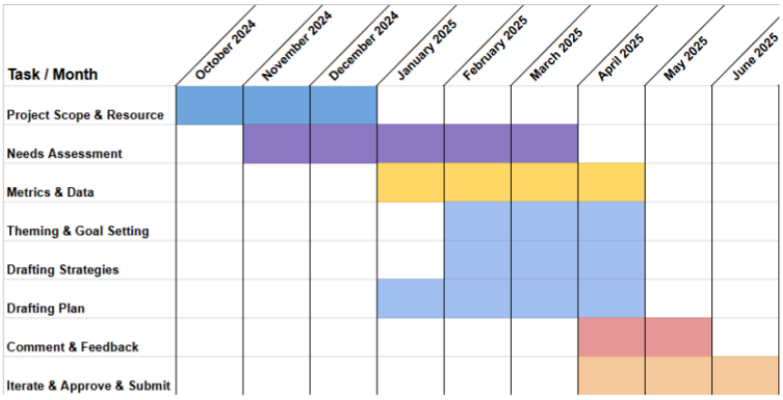
- She is eligible for a second term

Anyone can nominate one of our adult ed members including self-nominations.

Voting will take place during the April 4th Steering Committee Meeting

3YP

Three-year Planning - Update



3YP

Three-year Planning Retreat - Brief Summary

Common ground

Adult Ed

- Pathway Partnerships
- Individual Academic Plans
- Increase EFL Gains
- Professional Development

Community Colleges

- Pathway Partnerships
- Transitioning ESL Students
- Continuity of wrap around supports

SOUTH BAY CONSORTIUM for ADULT EDUCATION
Opening doors for adult learners
opendoorssouthbay.org

3YP

Three-year Planning Retreat - Brief Summary

Rough Strategy Threads

Addressing Regional Needs

Pathway Partnerships

- Begin on the Industry side and build intentional partnerships
  - Leverage established partnerships
  - Programs in Medical and Adv Manufacturing Sectors already exist
- Solidify the pathway "structure" with partners and existing programs
- Work with industry to identify new CTE at AE or noncredit CC

Increasing EFL Gains

Opportunities for acceleration

- Work-based learning programs
- Dual-enrollment programs

3YP

Three-year Planning Retreat - Brief Summary

Rough Strategy Threads

Integration of Services and Transitions

Mous with employers

Use pathway models to identify transition points and challenges

Individualized Academic Plan

Pre-identify students within range of transition for push in support

3YP

Three-year Planning Retreat - Brief Summary

Rough Strategy Threads

Effectiveness of Services

Colocation and dual-enrollment

Integrated systems and applications

Integrated Individual Academic Plan

Capture students career interests

Clearer program 'mapping'

SOUTH BAY CONSORTIUM for ADULT EDUCATION

Opening doors for adult learners

opendoorssouthbay.org

3YP

Three-year Planning - Update

Guiding Questions

Who are our current customers?

What characteristics define the regional community?

What industries is the region home to?

What outcomes do our current students achieve?

What needs and goals of students and area employers are currently unmet and should be addressed by adult education?

What levels and types of adult education services do consortium members and partners provide?

To what extent do the existing levels and types of services address the educational needs identified in Section 2: Assessment?

3YP

Labor Market Data Review - 'In-demand Occupations' from w2f

Intent of review

Are our programs aligned to demand and a path to living wage?

Which Occupation Codes / Job Titles are in highest demand?

Factors under consideration

- Postsecondary non-degree / some college
- Wages at or approaching 30$/hr
- Strong projected annual openings
- Sufficient current jobs
- Forecasted increase

3YP

Labor Market Data Review - 'In-demand Occupations' from w2f

Approach to the analysis

	A	B	F	G	H	I	J
1	Title	Sector	2023-2028 annual openings	2023 Currently active	2023-2028 Change	hourly Earnings .25%	Median Hourly
2	31-1131-Nursing Assistants	Health	1,110	6,010	16%	$23	$26
3	43-3031-Bookkeeping, Accounting, and Auditing Clerks	Business & Entrepreneurship	1,040	8,770	0%	$25	$30
4	31-9092-Medical Assistants	Health	940	6,100	10%	$23	$29
5	25-9045-Teaching Assistants, Except Postsecondary	Education & Human Development	870	6,640	6%	$20	$22
6	53-3032-Heavy and Tractor-Trailer Truck Drivers	Advanced Transportation & Logistics	680	5,780	6%	$25	$30
7	15-1232-Computer User Support Specialists	ICT / Digital Media	570	6,090	12%	$29	$38

Some college, no degree / Postsecondary nondegree

SOUTH BAY CONSORTIUM for ADULT EDUCATION

Opening doors for adult learners

opendoorssouthbay.org

3YP

Labor Market Data Review - 'In-demand Occupations' from w2f

What if we look at the sector level?

- What happened to Adv Manufacturing?
  - Health sector has 45 'Job codes'
  - Adv Manufacturing has 115

3YP

Labor Market Data Review - 'In-demand Occupations' from w2f

	SOC Code & Occupational Title	Entry Level Ed	Work Experience Required	Typical On-The-Job Training	Avg. 2023-28 Annual Openings	2023 Current Jobs	2023 - 2028 % Change.	Pct. 25 Hourly Earnings	Median Hourly Earnings
2	51-2028-Electrical, Electronic, and Electromechanical Assemblers, Except Coil Winders, Tapers, and Finishers	High school diploma or equivalent	None	Moderate-term on-the-job training	1,190	9,280	9%	$21	$24
3	51-2098-Miscellaneous Assemblers and Fabricators	High school diploma or equivalent	None	Moderate-term on-the-job training	780	6,880	3%	$22	$24
4	51-9061-Inspectors, Testers, Sorters, Samplers, and Weighers	High school diploma or equivalent	None	Moderate-term on-the-job training	660	5,390	3%	$22	$27
6	17-3023-Electrical and Electronic Engineering Technologists and Technicians	Associate's degree	None	None	340	3,350	2%	$32	$39
7	51-1011-First-Line Supervisors of Production and Operating Workers	High school diploma or equivalent	Less than 5 years	None	330	2,880	8%	$33	$40
8	51-4041-Machinists	High school diploma or equivalent	None	Long-term on-the-job training	220	1,870	8%	$26	$33
9	51-9141-Semiconductor Processing Technicians	High school diploma or equivalent	None	Moderate-term on-the-job training	210	1,790	4%	$23	$23

SOUTH BAY CONSORTIUM for ADULT EDUCATION
Opening doors for adult learners
opendoorssouthbay.org

	3YP **Labor Market Data Review - 'In-demand Occupations' from w2f** **Data Team's Observations** Based on these jobs and looking at the median wages, the idea that you need a 4 year or advanced degree to attain reasonable wages is not entirely true **Take away questions when we look at our programs** What are we doing for our students who are training in these jobs or fields to get them working? Are any of our current programs mis-aligned with trends? 3YP **Labor Market Data Review - 'In-demand Occupations' from w2f** **Questions / observations** - Look at our existing programs and partnerships - Identification of new relevant employers - Discovering what their needs are for skills - If entry-level, how can we implement a short term training program to ensure their interest		
2:45	11) Adult Education Legislation Day(s) Traci updated that for the upcoming adult education week if any school was interested in going to CCAE then ESAE will pay for buses if they wanted to send students. Giuliana asked about the deadline Traci would need to know by. Traci replied that the sooner the better and that it would be beneficial for the whole consortium to be able to attend. She also spoke briefly about the schedule. Discussion around the start time ensured based on when it might be better for students. Robert asked about conferences and discussion ensured about CCAE. Discussion ensued about the need to formulate a plan for specifics around bus pick-ups and drops locations.	Traci	INFORMATION

2:55	12) Culture of Dignity PD Opportunity Moni noted that there is an opportunity for PD around online and or in-person training for faculty in support for improving the culture of dignity in the classroom. Moni provided some overall details. Rick will be organizing the distribution of materials to gauge interest along with inquiring with Diego about his availability for the next several SC meetings.	Moni	INFORMATION
3:05	13) Member Updates & Announcements ○ CAEP Due Dates: ● **Mar 31: End of Q3** ● **Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2)** EVC: Robert updated the group that he asked his ESL faculty coordinator to be willing to gather any faculty from adult education to discuss assessments since they are in the process of updating GSP and she would like their perspective as well as discuss types of materials, techniques, and challenges in managing an open entry open exit policy. There also has been meetings with Somos-Mayfair and are in collaboration discussions to offer a new noncredit in the fall and spring with daycare being provided while parents are in class. The academic counselor would do the education plan, career exploration, and pathway navigation support for the parents. This would allow for it to fold it into their CAEP plans, however it is in the beginning stages. SCAE: Carrie informed the group that there is a MOU that needs to go to districts that are out and 16 of them are going in front of our school board. The interest list is about 70 students. They are still working on the infrastructure for the website, but it says that the program is scheduled to start on May 5th. CACE: Margarita updated the group that there is an upcoming resource fair on March 18th at Blackford campus and another one on March 25th at the Del Mar campus. They have their WASC report due on Monday and are preparing for the upcoming PD day by the end of March which is supposed to be in person. SVAE: Lars updated the group that the summer 20204 planned solar panel project has begun. They are also exploring a possible collaboration with a library to do classes on site at Pearl library a couple days of week offering multi level ESL. MAE: Giuliana was happy to inform that the ACSA Region 8 Admin of the Year is Christine Berdiansky happening April 25th. She is also concerned about the 2026-27 allocation not arriving as of yet. They will be having their WAS mid-cycle visit on April 8th. CIP implementation and IET surveys for the end of the month are happening. Last Wednesday they started with ELL HCPG cohort two in which eleven of twelve completed round one and eleven are registered for round two. They have a short term para program started. Last intake program for the year with a new set of 150+ students taking their pretest is scheduled. ESAE: Traci updated the group that the CAAEA presentation by Christine Berdiansky and Angel Fuentes was great, lots of engagement and good questions from the audience. Completed FPM, Arturo was great, the items in question were resolved with no findings. They are currently in their mid-cycle WASC, though the chair has not reached out to them yet. Currently planning for summer school by preparing with ESL and HSD.	All	INFORMATION

	Entering into an MOU with CalRegional to expand their offerings. CAEP advertising with Gradcom. SJCC: Moni informed the group that two tours took place this week from IAC and OAC. They are partnering with SacredHeart community services and already have adult learners that have toured. Fabian has been connecting and doing continuous workshops with them to ascertain whether to pull them into NC or transfer them to AE if they are at that level. In search of a new ESL / Library Dean. There will be summer medical assistance courses. Summer and Fall schedule pre-registration goes live on March 17th for priority registration and will open on April 7th to the general. AAACE proposal for Cincinnati conference to present on AI PD with Mark even though it is often targeted at grad schools that teach for adult education but practitioners are welcome too. First SAS Noncredit certificate Graduation happening in May.		
3:25	14) Agenda Development	All	INFORMATION
3:30	15) Adjournment Meeting adjourned at 3:01 PM	All	ACTION

2024 – 2025 Calendar

2024

Oct 1: Transition Specialist Meeting 2:30 – 4:30 (PD)

Oct 8: Transition Specialist Meeting 2:30 – 4:30 (PD)

Oct 15: Transition Specialist Meeting 2:30 – 4:30

Oct 25: Steering Committee Meeting 12:30 - 3:30

Oct 28-30: CAEP Summit 8:00 - 1:00

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

Nov 7: Data Community of Practice 2:30 - 3:30

Nov 8: Faculty Networking Group Meetings 1:00 – 4:00

Nov 12: Transition Specialist Meeting 2:30 – 4:30

Nov 14: Community Connections 1:00 - 2:00

Nov 15: Consultation Council Meeting 10:00 – 11:00

Nov 15: Steering Committee Meeting 11:00 – 12:30

Nov 15: Data Study Session 1:00 – 3:00

Nov 26: Transition Specialist Meeting (PD) 2:30 – 4:30

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 10: Transition Specialist Meeting 2:30 – 4:30

Dec 12: Community Connections 1:00 – 2:00

Dec 13: Steering Committee Meeting 12:30 - 3:30

Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1)

Dec 31: End of Q2

2025

SOUTH BAY CONSORTIUM for ADULT EDUCATION

Opening doors for adult learners

opendoorssouthbay.org

Jan 7:	Transition Specialist Meeting 2:30 – 4:30 (PD)
Jan 16:	Community Connections 1:00 - 2:00
Jan 17:	Steering Committee Meeting 12:30 – 3:30
Jan 21:	Transition Specialist Meeting 2:30 – 4:30
Jan 31:	Student Data due in TOPSPro (Q2)
Jan 31:	Employment and Earnings Follow-up Survey
Feb 4:	Transition Specialist Meeting 2:30 – 4:30 (PD)
Feb 6:	Community Connections 1:00 - 2:00
Feb 6:	Data Community of Practice 2:30 - 3:30
Feb 7:	Consultation Council Meeting 10:00 – 11:00
Feb 7:	Steering Committee Meeting 11:00 – 12:30
Feb 7:	Data Study Session 1:00 – 3:00
Feb 11:	Transition Specialist Meeting 2:30 – 4:30
Feb 28:	Preliminary allocations for 2024-25 and 2025-26 released by this date
March 1:	22/23, 23/24 & 24/25 Member expense report is due in NOVA. (Q2)*
March 4:	Transition Specialist Meeting 2:30 – 4:30 (PD)
March 7:	Steering Committee Meeting 12:30 – 3:30
March 13:	Community Connections 1:00 – 2:00
March 18:	Transition Specialist Meeting 2:30 – 4:30
March 31:	21/22 and 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q2) *
March 31:	End of Q3
April 4:	Steering Committee 12:30 - 3:30
April 10:	Community Connections 1:00 - 2:00
April 22:	Transition Specialist Meeting 2:30 – 4:30
April 25:	Steering Committee 12:30 - 3:30
April 29:	Community Resource Fair (evening) 5:00 - 8:00
April 30:	Community Resource Fair (day) 10:00 - 1:00
Apr 30:	Student Data due in TOPSPro (Q3)
Apr 30:	Employment and Earnings Follow-up Survey
May 1:	Community Connections 1:00 - 2:00
May 1:	Data Community of Practice 2:30 - 3:30
May 2:	CFAD for 2024-25 due in NOVA *
May 2:	Faculty Networking Group Meetings 1:00 - 4:00
May 6:	Transition Specialist Meeting 2:30 – 4:30 (PD)
May 13:	Transition Specialist Meeting 2:30 – 4:30
May 16:	Consultation Council Meeting 10:00 – 11:00
May 16:	Steering Committee Meeting 11:00 – 12:30
May 16:	Data Study Session 1:00 – 3:00
June 1:	23/24 and 24/25 Member Expense Report due in NOVA (Q3)
June 13:	Steering Committee Meeting 12:30 – 3:30
June 20:	CAEP Three-year regional plan due
June 30:	23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q3) *
June 30:	End of Q4