



REGULAR MEETING ANNOUNCEMENT

Los Angeles Regional Adult Education Consortium

Burbank Adult School

3811 Allan Ave, Burbank CA 91505, Auditorium

August 16, 2019 ✨ 1:30 to 5:30 PM

LARAEC Regular Board Meeting

Agenda

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| <ol style="list-style-type: none"> 1. Call to Order <ol style="list-style-type: none"> 1.1 Pledge of Allegiance 1.2 Approval of the agenda 1.3 Approval of the minutes <ol style="list-style-type: none"> a. Regular Board Meeting: May 2. Public Comment 3. Annual Plan Update 4. Budget Report: <p>Upcoming CAEP and Data and Accountability deadlines and updates</p> <ol style="list-style-type: none"> 4.1 Recertified, Revised CFAD Allocations 4.2 D&A Final Budget and Expense Report 4.3 FY 2019 CAEP Q3 Progress and Expense Report <ol style="list-style-type: none"> a. Capital Outlay Summary and Reminders b. Spending Targets 5. Information/Discussion Items <ol style="list-style-type: none"> 5.1 Vavrinek, Trine, Day & Co., LLP LARAEC Enrollment Count and Procedures Audit Progress Report 5.2 Vasquez and Company, LLP Development of Oversight Policies and Procedures Progress Report 5.3 Student Transitions and Educational Plan (STEP) Program update 6. Board Member Reports | <p>Veronica Montes</p> <p>Veronica Montes</p> <p>Lanzi Asturias</p> <p>Grace Ocampo</p> <p>Lanzi Asturias</p> <p>Report Presented by:
Grace Ocampo
Marialyn Salvador,
CPA,CGMA, Senior Manager
Lanzi Asturias</p> <p>Executive Board</p> |
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[Vision Statement](#)

LARAEC will provide seamless pathways to workforce and higher education that are efficient, comprehensive, student-centered, and regionally relevant.

[Mission Statement](#)

LARAEC will sustain, expand, and improve adult education.



7. Action Items

7.1 LARAEC Board Meetings for School Year 2019-2020

Locations Discussion and approval

7.2 Board President Nomination and Election

Lanzi Asturias

8. Consent Agenda

8.1 RG Pacific P.O. \$18,000 (New Webmaster)

8.2 One-Year Plan

Lanzi Asturias

-Break-

9. LARAEC Executive Board Workshop:

Governance, Roles, and Responsibilities of the LARAEC Office, Point Persons Team, Action Planning Teams, and Executive Team

Facilitated by the Technical Assistance Project (TAP) of the California Adult Education Program (CAEP):

a. Discuss the Roles and Responsibilities of the LARAEC Office

b. Discuss the Roles and Responsibilities of the Point Persons Team

1. John Fleischman, TAP Consultant

c. Discuss the Roles and Responsibilities of the Actions Planning Teams

2. Diana Batista, Director

d. Discuss the Roles and Responsibilities of the Executive Team

e. Develop a Governance Agreement Draft That Encapsulates the Outcome of Discussions a-d

3. Veronica Parker, Coordinator

f. Develop a Governance Agreement Including Terms and Conditions for Reevaluation

Announcements:

Next Board Meeting: Friday, September 20, 2019

Adjourn

Veronica Montes

Please note that the LARAEC Executive Board may consider at this meeting any item referred from a Board Meeting five calendar days prior to this meeting (Education Code 54954.2(b)(3)). The LARAEC Executive Board may also refer any item on the agenda for the consideration of a committee or meeting of the LARAEC Executive Board. Requests for disability related modifications or reasonable accommodations shall be made 24 hours prior to the meeting to Sofia Mayoral by calling (213) 241-3150. Requests for translation should be made at least 48 hours in advance by calling Sofia Mayoral at (213) 241-3150. Individuals wishing to speak at a Board meeting must sign up at the meeting. There will be no sign ups in advance of the meeting. Speakers must sign up prior to the public comment section of the agenda. Speakers should plan to arrive early. Materials related to an item on this agenda distributed to the LARAEC Executive Board are available for public inspection during the meeting and at <http://laraec.net/open-meetings/>

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