



In person location: MCM 1060 (Board Room McMillan Hall Admin Building)

b. Public comments received from:

7. Director's Update:

(Discussion/Action)

Director will give updates/information on CAEP, MLACE and/or TE topics.

- a. 3 year plan draft—review and approve today
- b. Annual Plan Template and Guidance now available
 - **Summary and Narrative due to Euline—June 16**
 - **Will submit in NOVA after June 23**
 - **Members certify the Annual Plan in NOVA by June 30th**

8. Member Updates-

(Discussion)

- a. Monthly verbal report if member has any new information—no more than 5mins-report out per agency
- b. Will use the monthly verbal report as record of Member monthly update

9. Topics of Discussion

(Discussion)

- a. Discussion to allow/restrict AI notetaker at MLACE meetings
- b. **State required Data in TopsPro (TE)—CAEP outcomes, student information, [Data Vista](#)**
- c. **Members proposed topics or guest speakers for future discussions in the monthly meeting.**

10. Adjournment

Time: First motion/Seconded/Approve:

(Action)

11. Consortium PAT team—stay after adjournment for PAT team meeting short meeting

- A. **Reminders: Next Meeting Date and Time: *August 22, 2025 Monday* 10-1pm LLRC 4210**

B. [CAEP Due Dates:](#)

June 2025

- **Jun 1:** 24/25 Member Expense Report due in NOVA (Q3)
- **June 9:** Consortium Monthly Meeting (Monday)
- **Jun 20:** CAEP Three-Year Plan Due
- **Jun 30:** End of Q4

July 2025

- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL (***Submit in TE by end 24/25 School year***) Most Adult Schools end before June 20th


August 2025

- **Aug 15:** Annual Plan for 2025-26 due in NOVA * (MLACE move this to end of June)

September 2025

- **Sep 1:** 23/24 and 24/25 Member Expense Report due in NOVA (Q4)
- **Sep 1:** 25/26 Certification of Allocation Amendment due in NOVA
- **Sep 30:** 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q4) *
- **Sep 30:** 25/26 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

PowerPoint Slide Show - [CAEP FY25-26 Preliminary Allocations & CFAD Overview (1)]



Reminder: Timeline/Deadlines

Deadline:	FY 2024-25 Deliverable
May 2, 2025	CFAD Certification due in NOVA
June 20, 2025	Three-Year Plan ❖ Must be submitted and approved by all members in NOVA
August 15, 2025	Annual Plan ❖ Must be submitted and approved by all members in NOVA
September 1, 2025	Certification of Allocation Amendments due in NOVA
September 30, 2025	<ul style="list-style-type: none"> Member Workplan & Budget submission Carryover Compliance Year 2 snapshot assessment
October 30, 2025	Consortium certification of all Member Workplan & Budgets
December 1, 2025	Member Q1 Expenditure Report

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