



7. CFAD Narratives and Sections Approval

(Discussion/Action)

8. Vote to officially move Leggett Valley from voting member to community partner (Action)

9. Voting members present one-time requests and members vote to approve requests. (Discussion/Action)

1. MCOE one-time proposal request for film developer	\$ 3,740.02
2. MC HSE Program For HSE ceremony	\$ 6,480
3. Ukiah Adult School-AWD Program Library	\$ 588
4. Anderson Valley–Promo Supplies Enrollment	<u>\$ 2321.55</u>
Total:	\$13,129.57

10. Director’s Update:

(Discussion/Action)

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

- a. Follow-up from last meeting:
  - 1. Brown Act Training in September–could be all district
  - 2. [Historical record of Minutes from March 24 2024](#)
  - 3. [MLACE Policy on Carryover Funds--revision-](#)
- b. [Consortium Fiscal Administration Declaration Process](#)

11. Topics for Member Discussion:

(Discussion/Action)

- a. Review of Program Needs for 2026/2027
- b. Request for additional funds from CAEP Funds –LCOE
- c. Review of [Summary of MLACE Activities and Outcomes](#)—Look at Activities #1 to # 5

12. Member Update:

(Discussion)

Members usually give up to 3-minute each update on their agency’s activities and events. A longer time for annual reviews and reports.

- A. Ukiah Adult School Annual Program Review–Kris Swett, Principal

13. Future Topics of Discussion

(Discussion/Action)

Open to Members to propose topics or guest speakers for future discussions in the monthly meetings.

- a. TE Data Review group quarterly

14. Adjournment

Time: First motion/Seconded/Approve:

(Action)

- A. Reminders: Next Meeting Date and Time: May 15 2026 10-1pm MCM 1060
  - a. **May 4th– final deadline to approve CFAD in NOVA**
  - b. TE Data Review Workgroup in May
- B. *After Adjournment working group: Summary of MLACE Activities and outcomes:*
  - a. *What Activities are your agencies working on?*
  - b. *What support can we give each other?*
- C. *PAT working Group: Next check in with CAEP TAP June 2 2026*

CAEP Due Dates: MLACE Schedule:

**May 2026**

- **May 15 2026—MLACE Meeting (TE Data Review)**
- **May 2:** CFAD for 2026-27 due in NOVA \*

**June 2026**

- **June 8, 2026—MLACE Meeting ( EOY TE data and Annual Plan Summary from members)**
- **Jun 1:** 25/26 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q3) \*
- **Jun 30:** End of Q4

No meeting in July 2026.

## MLACE Meetings August 2026 to June 2027

~~Aug 21<sup>st</sup> 2026—Possibly no Meeting?~~

**August 15 –Annual Plan due in NOVA**

- **Sep 11<sup>th</sup> 2026—MLACE Meeting –One-time request proposals due**
  - **Sep 1:** 25/26 Member Expense Report due in NOVA (Q4)
  - **Sep 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q4) \*
  - **Sep 30:** 26/27 Member Program Year Budget and Work Plan due in NOVA
  - **Sep 30:** End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm
- **Oct 9<sup>th</sup> 2026—MLACE Meeting–( Annual Program Review, One-time request proposal approval)**
  - **Oct 30:** 26/27 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 13<sup>th</sup> 2026-- MLACE Meeting**
  - **Nov 14:** Written Expenditure Plan (WEP)\* Only for consortia who have exceeded 20% carryover.
- **Dec 11 2026–MLACE Meeting–One time request due**
  - **Dec 1:** 26/27 Member Expense Report Due in NOVA (Q1)
  - **Dec 1:** July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
  - **Dec 31:** 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
  - **Dec 31:** End of Q2
- **Jan 22<sup>nd</sup> 2027–MLACE Meeting–One-time request proposal approval**
  - **Jan 31:** Student Data due in TOPSPro (Q2)
  - **Jan 31:** Employment and Earnings Follow-up Survey
- **Feb 19<sup>th</sup> 2027–MLACE Meeting**
  - **Feb 28:** Possible Preliminary allocations for 2027-28 released by this date.

- **Mar 12<sup>th</sup> 2027—MLACE Meeting ( Review**

- **Mar 1:** 26/27 Member expense report is due in NOVA. (Q2)
- **Mar 31:** End of Q3
- **Mar 31:** 26/27 Member Expense Report certified by Consortia in NOVA (Q2)\*

- **Apr 16<sup>th</sup> 2027—MLACE Meeting—ONE time request proposal approval**

- **CFAD Review, vote and approval by Consortium members**
- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey

- ~~**May 14 2027—MLACE Meeting—Possible No meeting?**~~

- **May 2:** CFAD for 2026-27 due in NOVA \*16

- **June 7<sup>th</sup> 2027—MLACE Meeting**

- End of Program year (June 30th)
- Submit End of Year DIR in TE (June 15<sup>th</sup>)
- Submit Annual Plan Summary (2027)and Goals for 2028
- **Jun 1:** 26/27 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 26/27Member Expense Report certified by Consortia in NOVA (Q3) \*

**Jun 30:** End of Q4