

**South Orange County Regional Consortium (SOCRC) Voting Members:**

Karima Feldhus (\**Sue Donelson*), Saddleback College, Co-Chair  
 Will Neddersen (\**Christine Matos*), Tustin Unified School District, Co-Chair  
 Kimberly Jenkins, Capistrano Unified School District  
 Chris Carter (\**Dominic Vellanoweth*), College and Career Advantage  
 Brian Dozer (\**Gina Escobar*), Coastline Regional Occupation Program  
 Chad Mabery, Laguna Beach Unified School District  
 Rebecca Roberts (\**David Kette*), Irvine Unified School District  
 Debbie Vanschoelandt (\**Brooke Bui*), Irvine Valley College  
 Brandee Ramirez, Saddleback Valley Unified School District  
 Maria Martinez-Poulin, Orange County Department of Education

\*Denotes District-Approved Member Proxy

**Meeting Norms:**

- Be Solution Oriented and take ownership of your role
- Be prepared, respective, active and engaged participants and both mentally and physically present
- Consider all points of view and discuss concerns candidly with confidentiality
- Work to keep meetings positive, productive, and focused on the agenda

**Important:**

- All presentations for Quarterly Fiscal Reporting will take place prior to certification.

**South Orange County Regional Consortium (SOCRC)  
Agenda - General Meeting**

August 25, 2025 | 1:00-2:30 p.m.

In-person at Quail Hill Community Center: 39 Shady Canyon Dr, Irvine, CA 92603

ITEM	PRESENTER	Approximate Start Time
1. CALL TO ORDER & NORM REVIEW	Co-Chairs	1:00 pm
2. INTRODUCTIONS AND NEW GUESTS	All	1:03 pm
3. ADOPTION OF AGENDA BY PRIORITY	Co-Chairs	1:05 pm
4. APPROVAL OF MINUTES	Co-Chairs	1:07 pm
5. PUBLIC COMMENTS	Open	1:10 pm
Anyone may address the Committee on any item NOT on the Agenda within the subject matter and jurisdiction of the Committee. Each speaker is limited to two minutes.		
6. REGULAR/ONGOING BUSINESS		
A. NOVA Updates a. Allocation Amendment in NOVA – Cost-of-living adjustment (COLA) 2.30%, down from 2.43%.	Co-Chairs	1:13 pm
B. Workforce Updates	Sue/ Will	1:18 pm
C. WIOA and CASAS Updates	All	1:23 pm
D. Update on ELL Healthcare Pathways Grant a. Next Grant Release for Round 3 b. State Deadline for Q4 Reporting: September 30, 2025 i. Internal SOCRC Deadline for Q4 Reporting: September 12, 2025	Sonja/All	1:28 pm
E. Marketing	Co-Chairs/Chantelle	1:33 pm

	F. Student Supports a. Supporting Immigrant Students b. Student Retention c. Student Basic Needs	All	1:35 pm
	G. Reminders and Updates a. <a href="#">2025-26 Project &amp; Work Schedule</a> b. Upcoming 2025 Events & Conferences ➢ ELL Healthcare Pathways Professional Development event: <a href="#"><i>Best Practices for Supporting English Language Learners in Healthcare Programs</i></a> ○ Friday, August 29, 1:30pm – 4:30pm   IVC, Community Education Classroom Building (CEC) 4 ➢ CAEP Summit 2025 ○ September 24-26   Anaheim, CA ➢ CCCAOE Fall 2025 Conference ○ October 22-24   Rancho Mirage, CA (Pre-Conference Sessions begin on Tues, Oct.21) ➢ ACCE Fall 2025 Zoom-In Conference ○ November 5   Zoom	All	1:40 pm
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7.	<b>NEW BUSINESS</b>		
	A. SOCRC Annual Retreat – September 29, 2025 a. Focus of Retreat: Review Bylaws (Alignment for State Guidance and Legislative Updates)	All	1:45 pm
	B. Review of Member Effectiveness Tools a. Annual Evaluation Updates for 2024-25 b. Fiscal Tool	All	1:50 pm
	C. CAEP 2024-2025 Q4 Fiscal Reporting Share Out	Funded Members	1:55 pm
	D. Approval to certify Fiscal Q4 2024-2025 Reporting for NOVA	Voting Members	2:23 pm
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8.	<b>MEMBER Effectiveness Share Out: Members will report on the activities in relation to the annual and three-year plans and budget and expenditures to date.</b> *Service providing members required to share out.	All	2:25 pm
	Capistrano Unified School District (CUSD)		
	Coastline Regional Occupation Program (Coastline ROP)		
*	College and Career Advantage (CCA)		
*	Irvine Valley College (IVC)		
*	Irvine Unified School District (IUSD)		
*	Laguna Beach Unified School District (LBUSD)		
	Orange County Department of Education (OCDE)		
*	Saddleback College (SC)		
	Saddleback Valley Unified School District (SVUSD)		
*	Tustin Unified School District (TUSD)		
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9.	<b>SCHEDULED MEETINGS, TRAININGS, DEADLINES</b> Monthly SOCRC meetings are held in person on Mondays from 1 pm- 2:30 pm at Quail Hill Community Center: 39 Shady Canyon Dr, Irvine, CA 92603 Below is the remaining schedule for 2025:		

	<ul style="list-style-type: none"> <li>September 29 – Will be held at Saddleback at ATEP: 1624 Valencia Ave, Tustin, CA 92782</li> <li>October 27</li> <li>November 17</li> <li>December 15</li> </ul>		
10.	<b>ADJOURNMENT</b>		2:30 pm

### South Orange County Regional Consortium

*Empowering Adult Learners for Lifelong Success.*

- Capistrano Unified School District
- Coastline ROP
- College and Career Advantage
- Irvine Unified School District
- Irvine Valley College
- Laguna Beach Unified School District
- Orange County Department of Education
- Saddleback College
- Saddleback Valley Unified School District
- Tustin Unified School District

*The Mission of the South Orange County Regional Consortium is to equip adult learners with the life, language, and career skills to achieve their personal and professional goals, and become active members of their communities.*

### Timeline/ Due Dates

\* Items with an asterisk are consortium deliverables

## 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

## October 2025

- **Oct 30:** 25/26 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

## November 2025

- **Nov 14:** Written Expenditure Plan (WEP)\* Only for consortia who have exceeded 20% carryover.

## December 2025

- **Dec 1:** 23/24, 24/25 & 25/26 Member Expense Report Due in NOVA (Q1)
- **Dec 1:** July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
- **Dec 31:** 23/24, 24/25 & 25/26 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

## January 2026

- **Jan 31:** Student Data due in TOPSPro (Q2)
- **Jan 31:** Employment and Earnings Follow-up Survey

## February 2026

- **Feb 28:** Preliminary allocations for 2026-27 and 2027-28 released by this date.

## March 2026

- **Mar 1:** 25/26 Member expense report is due in NOVA. (Q2)
- **Mar 31:** End of Q3
- **Mar 31:** 25/26 Member Expense Report certified by Consortia in NOVA (Q2)\*

## April 2026

- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey

## May 2026

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

## June 2026

- **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