



In accordance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please call the office at the Azusa Adult School, (626) 852-8400, 24 hours prior to meeting so that reasonable arrangements can be made. The Azusa Multi-Purpose room is wheelchair accessible.

In accordance with a recent amendment to the Ralph M. Brown Act, public records related to this public session agenda, that are provided to the Executive Board less than 72 hours before a regular meeting may be inspected by the public at the Azusa Adult Education main office 1134 S. Barranca Ave., Glendora, CA 91740 during regular office hours (8:00am – 4:00pm).



# CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

## REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, August 9, 2016

1:30 p.m.

Azusa Adult School – Multi-Purpose Room

1134 S. Barranca Ave.

Glendora, CA 91740

## AGENDA

### 1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSIONS MEETING (1:30)

1.1 Meeting called to order by Chair Mary Ketza at \_\_\_\_\_

1.2 Pledge of Allegiance

1.3 Roll call:

Felipe Delvasto, Representative	_____	John Russell, Program Director	_____
Flint Fertig, Representative	_____	Debbie Vanschoelandt, Proxy	_____
Mary Ketza, Representative	_____	Jessica Michel, Secretary	_____
Jim Lancaster, Representative	_____	Ron LeTourneau, Proxy	_____
Kevin Morris, Representative	_____	Daniel Soriano, Proxy	_____
Rebecca Summers, Representative	_____		

**2.0 ORDER OF BUSINESS**

Representative discussion/presentation of agenda items which could be moved up on the agenda.

2.1 Approve the minutes of the July 12, 2016 Regular Executive Board Open Session Meeting.

Motion by \_\_\_\_\_ , seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Representative Delvasto \_\_\_ Representative Fertig \_\_\_ Representative Ketzka \_\_\_

Representative Lancaster \_\_\_ Representative Morris \_\_\_ Representative Summers \_\_\_

**3.0 COMMUNICATIONS**

3.1 Representative reports:

Azusa \_\_\_\_\_

Duarte \_\_\_\_\_

Citrus \_\_\_\_\_

Glendora \_\_\_\_\_

Claremont \_\_\_\_\_

Monrovia \_\_\_\_\_

3.2 Program Director report.

3.3 Public comment for items not on the agenda.

3.3.1 Public comments for items on the Open Session Agenda.

**4.0 APPROVE SUBCONTRACTING OF FUNDS FOR CLAREMONT TO ENABLE THEM TO MEET 2106-2017 AEBG OBJECTIVES**

Motion by \_\_\_\_\_ , seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Representative Delvasto \_\_\_ Representative Fertig \_\_\_ Representative Ketzka \_\_\_

Representative Lancaster \_\_\_ Representative Morris \_\_\_ Representative Summers \_\_\_

**5.0 BOARD ANALYSIS AND DISCUSSION ON FINAL 2015-2016 CCAEC DATA SUBMISSION**

**6.0 BOARD DISCUSSION ON 2016-2017 ANNUAL PLAN OBJECTIVES TO DATE AND PLAN FORWARD TO AMEND AND APPROVE ANNUAL PLAN FOR A 8/15/16 SUBMISSION**

**7.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING**

## Subcontracting Proposal for Claremont USD

Expenditure Description	CFAD 16-17	Actual 16-17	
Total Fund	\$750,000	\$750,000	
Fiscal Fee	\$37,500	\$35,714	
Program Manager	\$60,000	\$60,000	
Travel / Conference	\$3,000	\$3,000	
Website / Graphics	\$16,000	\$0	
Total Overhead	\$116,500	\$98,714	
			<b>Funds for Subcontracting</b>
Total for Disbursement	\$633,500	\$651,286	\$17,786

Data Submission Funds	Unspent 15-16 Allocation Funds	AB104 Data Funds	
\$123,711	\$23,016	\$100,695	\$23,016
<b>Monrovia Contribution</b>			\$1,100
			<b>\$41,902</b>

Claremont Adult School	Amount Requested	2015-16 Annual Plan Action Item	Calculations
ESL Alignment (move to semester system)	\$21,840	4.1c(1).6 4.1c(1).8	\$52/hour * 12hours * 35 weeks
ESL/CASAS Coordinator	\$14,560	4.3.5 4.3.1, 4.3.2,	\$52/hour * 8hours * 35 weeks
ASE / ABE FAC	\$2,600	4.3.3, 4.3.4	\$52/hour * 50 hours
<b>Total</b>	<b>\$39,000</b>		