



# CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

## REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, May 21, 2024, 1:30 p.m.

Monrovia Community Adult School – Room 33

920 S. Mountain Ave., Monrovia 91016

### Zoom Meeting Information

<https://us02web.zoom.us/j/89251573338?pwd=OEZLdmsvUHdqemJ0Qk8wWWpiQjRsdz09>

Meeting ID: 892 5157 3338

## Minutes – Approved 6/25/24 Act # 24-11

### 1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (1:30 p.m.)

1.1 Meeting called to order by Chair Felipe Delvasto at 1:33.

1.2 Pledge of Allegiance

1.3 Roll call:

Anthony Contreras, Representative	(Virtually)	John Russell, Program Director	(Virtually)
Felipe Delvasto, Representative	(Virtually)	Mari Bordona, Proxy	(Virtually)
Flint Fertig, Representative	(Virtually)		
Ivon McCraven, Proxy	(Virtually)		
Kevin Morris, Representative	(Virtually)		
Valentina Shibata, Representative	(Virtually)		

### 2.0 ORDER OF BUSINESS

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

None at this time.

- 2.1 Approve the minutes of the April 16, 2024 Regular Executive Board Open Session Meeting.  
**Act # 24-07** Motion by Mr. Fertig, seconded by Mr. Morris **Vote to Approve 6-0**  
Representative Contreras Y Representative Delvasto Y Representative Fertig Y  
Representative McCraven Y Representative Morris Y Representative Shibata Y  
Minutes approved without revision.

### 3.0 COMMUNICATIONS

#### 3.1 Representative reports:

**Azusa:** Dr. Contreras reported that Azusa was busy dealing with many end-of-year activities. ESL was ending the regular year as were other programs.

**Citrus:** Ms. McCraven reported that Citrus College has developed some new Older Adult classes and they are working with Azusa to offer these classes.

**Claremont:** Mr. Delvasto reported that the Claremont Adult School was also busy dealing with many end-of-year activities. He advised that Claremont would have 40-45 high school diploma graduates which would be the highest number of graduates in the school's history.

**Duarte:** Mr. Morris reported that he had met with Thania Lucero, the CCAEC Transitions Specialist and they were developing ESL and Citizenship classes for Duarte in 2024-25. Mr. Morris also advised that Duarte's high school program was ending for the year and the school was making sure to get all students post-tested.

**Glendora:** Ms. Shibata reported that Glendora Adult School graduates would participate in Commencement with Whitcomb, Tuesday, May 28 at Citrus College. She reported that the school's academic teacher, John Willert, was retiring and she was working to hire his replacement as well hiring an ESL teacher. Ms. Shibata noted that ESL classes would have to be after school due to a lack of campus space and she advised the ESL program would start at 12 hours per week. She also advised that Glendora diploma program would be open during the summer on a part-time basis.

**Monrovia:** Mr. Fertig reported that he enjoyed seeing Mr. Morris, Dr. Contreras and Ms. McCraven at the Citrus College Community Day event the previous Friday, May 17. He noted it was great to see the excellent programs Citrus offered including the Nursing Program and academic programs. Mr. Fertig reported that Monrovia had lost a titan in the civic and education community. Ms. Joanne Springer passed away and for decades she had served Monrovia schools and children as a teacher, an administrator, and as the Executive Director of Monrovia Reads. Her legacy was tremendous and she would be deeply missed.

#### 3.2 Program Director report.

Mr. Russell discussed the ELL Healthcare Pathways Grant and the importance of hitting the performance outcomes.

#### 3.3 Public comment for items not on the agenda.

None at this time.

#### 3.3.1 Public comments for items on the Open Session Agenda.

None at this time.

**4.0 BOARD APPROVAL OF 2024-25 CCAEC EXECUTIVE BOARD MEETING CALENDAR**

**Act # 24-08** Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**  
Representative Contreras Y Representative Delvasto Y Representative Fertig Y  
Representative McCraven Y Representative Morris Y Representative Shibata Y  
Board approved CCAEC Board meeting Calendar for 2024-25 as offered in the agenda.

**5.0 BOARD APPROVAL TO ACCEPT ELL HEALTHCARE PATHWAYS GRANT FUNDS – ROUND 2**

**Act # 24-09** Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**  
Representative Contreras Y Representative Delvasto Y Representative Fertig Y  
Representative McCraven Y Representative Morris Y Representative Shibata Y  
The Board approved to accept \$431,793 in ELL Healthcare Pathways Grant – Round 2 funds for Citrus College Adult Education Consortium.

**6.0 BOARD APPROVAL TO ALLOCATE OF ELL HEALTHCARE PATHWAY GRANT FUNDS – ROUND 2**

**Act # 24-10** Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**  
Representative Contreras Y Representative Delvasto Y Representative Fertig Y  
Representative McCraven Y Representative Morris Y Representative Shibata Y  
Board approved ELL Healthcare Pathways Grant – Round 2 distribution of the \$431,793 according to the worksheet in the agenda which was based on 2023-24 enrollment.

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

Meeting was adjourned by Chair Delvasto at 2:07 p.m.