



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, November 19, 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/83010642861?pwd=KOHbUBAW0Wbas7hPAc3k0K6TTp1J6X.1>

Meeting ID: 892 5157 3338

Minutes – Approved 12/17/24 Act #24-28

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

1.1 Meeting called to order by Chair Felipe Delvasto at 1:32.

1.2 Pledge of Allegiance

1.3 Roll call:

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

2.0 ORDER OF BUSINESS

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

Mr. Russell requested the Board to add an item to the agenda to approve a date for the CCAEC PD Conference. This was added as Agenda Item 6.0.

- 2.1 Approve the minutes of the October 15, 2024, 2024 Regular Executive Board Open Session Meeting.
- Act # 24-26** Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 4-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative McCraven Y Representative Morris T Representative Shibata A
Minutes approved without revision.

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa: Dr. Contreras reported that the school's first CNA cohort had just finished and had completed the licensure exam the previous Friday. He was hopeful for excellent testing outcomes because the last cohort had 100% pass rates. He advised that Azusa was doing Grad Status Checks with all HSD students so they would know exactly what they needed to do to earn their diploma. Dr. Contreras reported that Azusa will be able to take a group of students to visit Citrus and Ms. McCraven is assisting with the tour logistics.

Citrus: Ms. McCraven reported that the Citrus Transition Specialist, Thania Lucero, has emailed schools about availability for a tour of Citrus credit and noncredit programs. She asked Representatives to answer the emails regarding availability. Ms. McCraven wanted to have a Board discussion about dual enrollment for K-12 Adult Education students and asked that be placed on the December Agenda.

Claremont: Mr. Delvasto reported that Claremont Adult School and all CCAEC CNA programs were having testing issues because the testing entity graded written exams with the wrong year's answer key. He advised that the school was moving into holiday mode.

Duarte: Mr. Morris reported that Duarte USD had applied for a CDE code to be a chartered adult school. He noted that enrollment was increasing at Duarte.

Glendora: No report.

Monrovia: Mr. Fertig reported that Monrovia had partnered with Pacific College and is hosting an LVN Program on the MCAS campus. He noted this gives our CNA students an opportunity to continue their education on our campus. He advised that Monrovia USD was analyzing various fiscal stabilization plans to address some structural deficits.

3.2 Program Director report.

Mr. Russell added that MCAS had a very successful FPM with no findings. He reminded Representatives that a Conference date needed to be determined on the agenda today.

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 ALL CCAEC MEMBER 2023-24 PROGRAM AREA REPORTS

Act # 24-27 Motion by Mr. Delvasto, seconded by Mr. Delvasto **Vote to Approve 5-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative McCraven Y Representative Morris Y Representative Shibata A

Board Representatives reviewed and approved all CCAEC 2023-24 Program Area Reports at once for Azusa, Claremont, Duarte, Glendora, and Monrovia.

5.0 BOARD INFORMATIONAL ITEM – DISCUSS UNIFORM HIGH SCHOOL DIPLOMA CREDITS ACROSS THE CONSORTIUM

Mr. Russell pointed out that each CCAEC member had different requirement amounts for a diploma. He suggested that the Board discuss this item at a later date because Ms. Shibata was not in attendance.

6.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Chair Delvasto closed meeting at 2:00 p.m.