



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, June 20, 2023, 1:30 p.m.

Monrovia Community Adult School – Room 33

920 S. Mountain Ave., Monrovia 91016

Zoom Meeting Information

<https://us02web.zoom.us/j/84952685021?pwd=Y2kzN1RLT1pvZTIIZkxWcHRPNTBIQT09>

Meeting ID: 849 5268 5021

Minutes – Approved 7/25/23 Act # 23-23

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

1.1 Meeting called to order by Chair Felipe Delvasto at 1:39

1.2 Pledge of Allegiance

1.3 Roll call:

Mari Bordona, Representative	(Virtually)	John Russell, Program Director	Present
Felipe Delvasto, Representative	(Virtually)		
Flint Fertig, Representative	Present		
Ron Letourneau, Representative	Absent		
Kevin Morris, Representative	Absent		
Ivon McCraven, 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 May 16, 2023 Regular Executive Board Open Session Meeting.

Act # 23-20 Motion by Ms. Bordona, seconded by Mr. Fertig **Vote to Approve 4-0**
Representative Bordona Y Representative Delvasto Y Representative Fertig Y
Representative Letourneau A Representative McCraven Y Representative Morris A
Minutes approved without revision.

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa: Ms. Bordona reported that Azusa Adult Education Center has a new Principal. Dr. Anthony Contreras, who will be starting after July 4, 2023. Ms. Bordona noted that Dr. Contreras is an elected representative of the Citrus College Board.

Ms. Bordona reported that Azusa Adult Education Center had a small summer school operating at the time of the June 20, Board meeting, but that the program was winding down.

Citrus: Ms. McCraven reported that Citrus that the Citrus College Fall Catalog was currently printing.

She also reported that she may be able to procure some funds to re-establish a CCAEC Transition Specialist. Ms. McCraven explained that if she were able to procure these funds, the consortium would hire the Transition Specialist and then invoice back to Citrus for reimbursement. She advised that she had an excellent candidate in mind who speaks Spanish, has a Masters in Counseling, and understands noncredit. She believed this candidate would be very good to do outreach with Spanish speakers. She advised that obviously she would collaborate with other Board Representatives in deciding on a candidate, but all present Board members viewed the potential candidate very favorably.

Claremont: Mr. Delvasto reported that Claremont had completed its Spring term and that Claremont Adult School had 32 graduates. Commencement was the previous week. He noted that Claremont USD has one Commencement for all diploma programs, so Claremont Adult School students walk with Claremont High School and other K12 Programs. Mr. Delvasto noted that Claremont would be starting a summer school in mid-July

Duarte: No report.

Glendora: No report.

Monrovia: Mr. Fertig reported that Monrovia had its commencement May 25 and 41 students earned diplomas or equivalencies. Mr. advised that MCAS in 2022-23 had exceeded 2019-20 enrollment and was approaching 2018-19 enrollment. MCAS was well on its way back to pre-pandemic enrollment levels.

3.2 Program Director report.

Mr. Russell had no report.

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 NOVA CCAEC Q3 EXPENDITURE REPORT

Act # 23-21 Motion by Mr. Fertig, seconded by Ms. Bordona **Vote to Approve 4-0**

Representative Bordona Y Representative Delvasto Y Representative Fertig Y
Representative Letourneau A Representative McCraven Y Representative Morris A

Mr. Fertig made the motion to approve all CCAEC Q3 Expenditure Reports with one motion for all members and the motion was seconded and approved by all Representatives present.

5.0 BOARD APPROVAL OF CHAIR AND VICE CHAIR FOR 2023-24 PROGRAM YEAR

Act # 23-22 Motion by Ms. Bordona, seconded by Ms. McCraven **Vote to Approve 4-0**

Representative Bordona Y Representative Delvasto Y Representative Fertig Y

Representative Letourneau A Representative McCraven Y Representative Morris A

Ms. Bordona made the motion that Mr. Delvasto continue as Chair and that Mr. Fertig serve as Vice-Chair for CCAEC Board meetings for the 2023-24 Program Year. Motion was seconded by Ms. McCraven and approved by all present Board Representatives.

6.0 BOARD REVIEW AND REVISION OF CCAEC 2023-24 ANNUAL PLAN AND PROCESS

Regional Director advised that he was working on the CCAEC Annual Plan and that he would present a draft at the July Board meeting.

7.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Mr. Delvasto adjourned the meeting at 1:58 pm.