



In accordance with the American with Disabilities Act, the Citrus College Adult Education Consortium (CCAEC) will accommodate those individuals who require special assistance to participate in this meeting. If you need special assistance to participate in the meeting, please call the office at the Monrovia Community Adult School, (626) 471-3035, 24 hours prior to meeting so that reasonable arrangements can be made. Monrovia Community Adult School Room 33 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 Monrovia Community Adult School main office 920 S. Mountain Avenue, Monrovia, 91016 during regular office hours (8:00am – 4:00pm) and on the CCAEC website <http://www.ccadulted.org/>.



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, August 5, 2025, 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: 830 1064 2861

AGENDA

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

1.1 Meeting called to order by Chair Felipe Delvasto at _____

1.2 Pledge of Allegiance

1.3 Roll call:

Anthony Contreras, Representative	_____	John Russell, Regional Director	_____
Felipe Delvasto, Representative	_____	Mari Bordona, Proxy	_____
Flint Fertig, Representative	_____		
Ivon McCraven, Proxy	_____		
Kevin Morris, Representative	_____		
Valentina Shibata, Representative	_____		

2.0 ORDER OF BUSINESS

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

2.1.1 Approve the minutes of the June 17, 2025 Regular Executive Board Open Session Meeting.

Motion by _____, seconded by _____ Vote _____

Representative Contreras __ Representative Delvasto __ Representative Fertig __

Representative McCraven __ Representative Morris __ Representative Shibata __

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa _____

Duarte _____

Citrus _____

Glendora _____

Claremont _____

Monrovia _____

3.2 Regional 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 BOARD REVIEW OF CCAEC FALL 2025 ANNUAL DATA REVIEW HIGHLIGHTS

Board Representatives to review the Annual Data Review for input in the Annual Plan. Program Director will provide data review protocols to focus conversations.

5.0 BOARD REVIEW OF CCAEC 2025-26 ANNUAL PLAN

Board Representatives to review draft of the 2025-26 CCAEC Annual Plan and revise as needed.

6.0 BOARD APPROVAL OF REVISED 2025-26 CAEP ALLOCATIONS PER MEMBER

Motion by _____, seconded by _____ Vote _____

Representative Contreras __ Representative Delvasto __ Representative Fertig __

Representative McCraven __ Representative Morris __ Representative Shibata __

After the Governor's May revise the Citrus College Adult Education Consortium received a decrease in CAEP funds of \$6,995. Board Reps will approve revised 2025-26 Allocations

7.0 BOARD UPDATE ON ELL HEALTHCARE PATHWAYS PROGRESS AND EXPENDITURES

PCC and PUSD Board Representatives to update on progress with fund expenditures and program progress.

8.0 BOARD UPDATE ON WIOA TITLE II: AEFLA FUNDING

WIOA Title II: AEFLA funds are restored. Representatives to discuss protocols going forward.

9.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING



Documents to Support Agenda Items

August 5, 2025 Agenda

Agenda Item 2.1.1

June 17, 2025 Minutes



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, June 17, 2025, 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: 830 1064 2861

Unapproved Minutes

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

1.1 Meeting called to order by Chair Felipe Delvasto at 1:42.

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, Representative	Absent		
Kevin Morris, Representative	Absent		
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 May 20, 2025 Regular Executive Board Open Session Meeting.
Act # 25-11 Motion by Dr. Contreras, seconded by Mr. Delvasto **Vote to Approve 4-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative McCraven A Representative Morris A Representative Shibata Y
Minutes approved without revision.

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa: Dr. Contreras reported that Azusa closed up the year by holding its Commencement on Monday June 9, 2025 at 9:30 a.m. and there were decent number in attendance. He reported that attendees were happy and demonstrated a lot of pride whether they were from HSD, HSE, or CTE.

Citrus: No report.

Claremont: Mr. Delvasto reported that Claremont Adult School academic students participated in the CUSD graduation on June 12, 2025 CUSD always has commencement with all district schools together. He reported Claremont Adult School had over 50 graduates for the year. He also noted that that they had a completion ceremony for CTE and ESL completers and that nearly 80 students attended.

Duarte: No report.

Glendora: Ms. Shibata reported that Glendora Adult School held its graduation in May as Glendora students shared a ceremony with Whitcomb. She noted the ceremony went very well. She advised that she was in the process of shutting down the ESL and Academic programs which was sad and unfortunate, but she had no choice but to do so.

Monrovia: Mr. Fertig reported that MCAS was also in the process of closing out the year. He was excited to report that Service and Participant enrollment was well above pre-pandemic levels. He noted ESL enrollment was still significantly less than pre-pandemic levels, but that CTE enrollment was much higher and accounted for the increase. He noted CTE levels had substantially increased thanks to targeted marketing efforts.

3.2 Program Director report.

Mr. Russell reported that Azusa and Claremont had some TE data corruption issues that was affecting his completion of the CCAEC Annual Data Review. He advised he would be sending an email outlining the issues and was asking that both schools assist in rectifying the issues.

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 2025-26 THREE-YEAR PLAN

Act # 25-12 Motion by Mr. Fertig, seconded by Dr. Contreras **Vote to Approve 4-0**

Representative Contreras Y Representative Delvasto Y Representative Fertig Y

Representative McCraven A Representative Morris A Representative Shibata Y

Board approved the CCAEC Three-Year Plan after previous input had been incorporated.

5.0 BOARD APPROVAL OF CCAEC 2024-25 Q3 EXPENDITURES

Act # 25-13 Motion by Mr. Fertig, seconded by Dr. Contreras **Vote to Approve 4-0**

Representative Contreras Y Representative Delvasto Y Representative Fertig Y

Representative McCraven A Representative Morris A Representative Shibata Y

Mr. Fertig made a motion to review all CCAEC member Oversight Reports under one motion. Dr. Contreras seconded.

Board reviewed each member's CCAEC Q3 2024-25 Fiscal Oversight Report w/ Expenditure & Narrative and approved under one agenda item.

- Azusa 2024-25 Q3 Fiscal Oversight Report with Expenditure and Narrative
- Claremont 2024-25 Q3 Fiscal Oversight Report with Expenditure and Narrative
- Duarte 2024-25 Q3 Fiscal Oversight Report with Expenditure and Narrative
- Glendora 2024-25 Q3 Fiscal Oversight Report with Expenditure and Narrative
- Monrovia 2024-25 Q3 Fiscal Oversight Report with Expenditure and Narrative

6.0 BOARD APPROVAL OF CCAEC 2025-26 FISCAL REPORTING AGREEMENT

Act # 25-14 Motion by Mr. Fertig, seconded by Dr. Contreras **Vote to Approve 4-0**

Representative Contreras Y Representative Delvasto Y Representative Fertig Y

Representative McCraven A Representative Morris A Representative Shibata Y

Board members asked that some additional language in the Agreement. Mr. Delvasto requested the following language: "Board Representatives may request from a member back-up expenditure documentation in addition to requirements outlined in Article III. The Board must approve the Representative's request with a majority vote."

(A revised copy of the new Agreement is attached to the minutes.)

7.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Meeting was adjourned by Chair Delvasto at 2:31



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

2025-26 FISCAL REPORTING AGREEMENT

I. Follow All State Requirements

Members are expected to follow all state instructions in the Allowable Uses Guide and Program Guidelines and meet all fiscal reporting requirements in NOVA.

II. Budget Requirements

All K-12 members receiving CAEP consortium funds will submit a CCAEC 2025-26 Citrus College Adult Education Consortium Budget Report w/ Narrative Rationale to the consortium Board Representatives for budgeting purposes. Board Representatives will use this document and NOVA budget reporting for Board deliberations and approval of 2025-26 budgets. This budget document will include a member narrative to identify purpose of funds by Object Code.

III. Expenditure Requirements

All consortium members receiving CAEP funds are required to report quarterly expenditures of CAEP Allocations for public and Board Representatives' review.

Expenditures will be certified according to each member's institutional accounting processes prior to reporting quarterly expenditures to the CCAEC Board.

Members will input certified expenditures into NOVA prior to the Board meeting where quarterly and annual expenditures are approved.

Back-up documentation from each members' accounting system will accompany the NOVA reporting. That back-up documentation: Best document FIN-GL-009 with a pivot table showing budgeted and expended amounts by resource code and Object Code or a similar such document. An example of the required back-up documentation is attached.

For the approval of Q4 Annual Expenditures at the September Board meeting, each CCAEC member must have personnel from business services at the Board meeting to answer Board Representative questions.

IV. Board Request for Additional Documentation

Board Representatives may request from a member back-up expenditure documentation in addition to requirements outlined in Article III. The Board must approve the Representative's request with a majority vote.

V. Program Area Reporting Requirements

Per state Program Area Reporting requirements, CCAEC members must report all available funds each member expended in 2024-25 on CAEP programs and corresponding program

instructional hours. Instructional hours and expenditures must be reported in NOVA by CAEP program area by November 1, 2025 and included in the November agenda for approval.

These funds by resource code must also be included in the back-up documentation for quarterly expenditures. Example attached.

VI. Expenditure Variance from Budget

If quarterly expenditures by Object Code vary from member budgets in excess of 25%, a *Member Use of Allocation Revision* must be submitted by member agencies and approved by the CCAEC Board of Representatives prior to adjusting the budget in NOVA to match the new expenditures.

VII. Carryover Requirements

Member agencies are required to expend allocations according to its proposal at a rate which utilizes its allocation at a minimum of 85% annually. If a member agency expends less than 85% of its allocation, the member will submit a plan, a timeline, and a *Member Use of Allocation Revision* to demonstrate how unexpended funds will be expended to meet the 85% carryover. The plan, timeline, and *Member Use of Allocation Revision* will be included in Board Agendas for public for review and for CCAEC Board of Representatives for approval.

VIII. Ineffective Member

State assistance will be requested for any member agency in poor standing with the consortium for reasons to include, but not limited to: excessive carryover, mismanagement of consortium funds, non-compliance of the state guidelines, non-alignment of expenditure activities with annual plan, neglect to provide expenditures and back-up documentation, or lack of involvement in fiscal decisions and consortium activities.

IX. Approval Required for Implementation

Approval of the Citrus College Adult Education Consortium Fiscal Reporting Agreement by the CCAEC Board is required for implementation. Upon approval, members will adhere to the guidelines to remain in good standing with the consortium. Annual review of the agreement will provide an opportunity for amending the document.



Documents to Support Agenda Items

August 5, 2025 Agenda

Agenda Item 4.0

Highlights from CCAEC 2025 Annual Data Review

Table 44 – Azusa Participation Rate by Program Area over Three Years

Program Areas* (A)	2022-23			2023-24			2024-25		
	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %
English Language Learner (ESL/ELL)	336	471	63.1%	405	576	70.3%	451	585	77.1%
ABE/ASE	175	246	87.0%	175	267	65.5%	213	327	65.1%
Career and Technical Education (CTE)	271	470	51.1%	279	409	68.2%	133	296	44.9%
Workforce Preparation	254	372	78.8%	287	459	62.5%	219	536	40.9%
Adults K-12 Success	0	0	N/A	0	0	N/A	0	0	N/A
Adults w/ Disabilities	0	0	N/A	0	0	N/A	0	0	N/A
Duplicated Total	1,036	1,559	66.5%	1,146	1,711	67.0%	1,016	1,828	55.6%
Adjusted Total	782	1,189	65.8%	859	1,252	68.6%	797	1,208	66.0%

Table 44a – Azusa Services / CAEP Duplicated Enrollment over Three Years - Adjusted

Enrollment Type	2022-23	2023-24	2024-25
CAEP	1,036	1,146	797
Services	1,559	1,711	1,208

Table 44b – Azusa Participation Rates over Three Years – Adjusted

	2022-23	2023-24	2024-25
Participation Rate	66.5%	68.6%	66.0%

Table 54 – Azusa Persistence Rates Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%
ESL (duplicated)	324	140	43.2%	385	148	38.5%	417	190	45.6%
ABE (duplicated)	177	72	40.7%	175	67	38.3%	209	99	47.4%
CTE / Workforce Reentry / (duplicated)	404	185	45.8%	399	168	42.1%	123	60	48.8%
Total Unduplicated	416	169	40.6%	493	182	36.9%	544	243	44.7%

Table 54a – Azusa Persistence Rates Over Three Years

	2022-23	2023-24	2024-25
Persistence Rate	40.6%	36.9%	44.7%

Table 60 – Azusa Measurable Gains by Total Enrollment Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent
ESL	311	210	67.5%	385	92	23.9%	401	126	31.4%
ABE	105	34	32.4%	108	30	27.8%	143	46	32.2%
Total	416	244	58.7%	493	122	24.8%	544	172	31.6%

* Gain could be either achieving one Educational Functioning Level (EFL) or HSD / HSE

Table 60a – Azusa Gains as % of Total Enrollment Over Three Years

	2022-23	2023-24	2024-25
Gains as % of Total Enrollment	58.7%	24.8%	31.6%

Azusa – Data Analysis Protocol Questions

1. What are some data points that jumps out at you as a reason to celebrate? As a growth area?
2. What trend do you see in Service enrollment? What is percentage difference in Services enrollment from 2022-23 to 2024-25?
3. What do you think is accounting for the difference?
4. What trend do you see in Participation? From 2022-23 to 2024-25?
5. What do you think is accounting for this?
6. What Programs are most problematic in terms of Participation rate? What is you Participation rate if you remove these problematic programs?
7. What strategies / systems could be utilized to improve Participation rate?
8. What is the trend with Persistence? What do you think accounted for this trend?
9. What are the trends for EFL Gains by program? Graduation rates?
10. Ideas on improving these?

Table 45 – Claremont Participation Rate by Program Area over Three Years

Program Areas* (A)	2022-23			2023-24			2024-25		
	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %
English Language Learner (ESL/ELL)	280	381	73.6%	362	491	73.7%	367	496	74.0%
ABE/ASE	98	124	79.2%	97	134	72.4%	104	132	78.8%
Career and Technical Education (CTE)	36	46	78.3%	59	82	72.0%	77	77	100.0%
Workforce Preparation	0	0	N/A	0	0	N/A	0	0	N/A
Adults K-12 Success	0	0	N/A	0	0	N/A	0	0	N/A
Duplicated Total	414	551	75.1%	518	707	73.3%	548	705	77.7%

Table 45a – Claremont Services / CAEP Duplicated Enrollment over Three Years (Adjusted)

Enrollment Type	2022-23	2023-24	2024-25
CAEP	414	518	548
Services	551	707	705

Table 45b – Claremont Participation Rates over Three Years

	2022-23	2023-24	2024-25
Participation Rate	75.1%	73.3%	77.7%

Table 55 – Claremont Persistence Rates Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%
ESL (duplicated)	260	153	58.8%	345	289	83.8%	362	274	75.7%
ABE (duplicated)	96	31	32.3%	96	83	86.5%	104	94	90.4%
CTE / Workforce Reentry / (duplicated)	3	3	100.0%	13	10	76.9%	15	10	66.7%
Total Unduplicated	344	176	51.2%	429	360	83.9%	444	351	79.1%

Table 55a – Claremont Persistence Rates Over Three Years

	2022-23	2023-24	2024-25
Persistence Rate	51.2%	83.9%	79.1%

Table 61 – Claremont Measurable Gains by Total Enrollment Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent
ESL	257	84	32.7%	342	158	46.2%	353	219	62.0%
ABE	87	30	34.5%	87	68	78.2%	91	81	89.0%
Total	344	114	33.1%	429	226	52.7%	444	300	67.6%

* Gain could be either achieving one Educational Functioning Level (EFL) or HSD / HSE

Table 61a – Claremont Gains as % of Total Enrollment Over Three Years

	2022-23	2023-24	2024-25
Gains as % of Total Enrollment	33.1%	52.7%	67.6%

Claremont – Data Analysis Protocol Questions

1. What are some data points that jumps out at you as a reason to celebrate? As a growth area?
2. What trend do you see in Service enrollment? What is percentage difference in Services enrollment from 2022-23 to 2024-25?
3. What do you think is accounting for the difference?
4. What trend do you see in Participation? From 2022-23 to 2024-25?
5. What do you think is accounting for this?
6. What Programs are most problematic in terms of Participation rate? What is you Participation rate if you remove these problematic programs?
7. What strategies / systems could be utilized to improve Participation rate?
8. What is the trend with Persistence? What do you think accounted for this trend?
9. What are the trends for EFL Gains by program? Graduation rates? Ideas on improving these?

Table 46 – Duarte Participation Rate by Program Area over Three Years

Program Areas* (A)	2022-23			2023-24			2024-25		
	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %
English Language Learner (ESL/ELL)	0	0	N/A	0	0	N/A	0	0	N/A
ABE/ASE	18	31	58.1%	13	16	81.3%	21	27	77.8%
Career and Technical Education (CTE)	0	0	N/A	0	0	N/A	0	0	N/A
Workforce Preparation	0	0	N/A	0	0	N/A	0	0	N/A
Adults K-12 Success	0	3	0.0%	0	0	N/A	0	0	N/A
Duplicated Total	18	34	52.9%	13	16	81.3%	21	27	77.8%

Table 46a – Duarte Services / CAEP Duplicated Enrollment over Three Years

Enrollment Type	2022-23	2023-24	2024-25
CAEP	18	13	21
Services	34	16	27

Table 46b – Duarte Participation Rates over Three Years

	2022-23	2023-24	2024-25
Participation Rate	52.9%	81.3%	77.8%

Table 56 – Duarte Persistence Rates Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%
ESL (duplicated)	0	0	N/A	0	0	N/A	0	0	N/A
ABE (duplicated)	0	0	0.0%	13	10	76.9%	15	9	60.0%
Adults Supporting K12	0	0	N/A	0	0	N/A	0	0	N/A
Total Unduplicated	0	0	0.0%	13	10	76.9%	15	9	60.0%

Table 56a – Duarte Persistence Rates Over Three Years

	2022-23	2023-24	2024-25
Persistence Rate	0.0%	76.9%	60.0%

Table 62 Duarte Measurable Gains by Total Enrollment Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent
ESL	0	0	N/A	0	0	N/A	0	0	N/A
ABE	0	0	0%	13	6	46.2%	15	11	73.3%
Total	0	0	0%	13	6	46.2%	15	11	73.3%

* Gain could be either achieving one Educational Functioning Level (EFL) or HSD / HSE

Table 62a – Duarte Gains as % of Total Enrollment Over Three Years

	2022-23	2023-24	2024-25
Gains as % of Total Enrollment	0%	46.2%	73.3%

Duarte – Data Analysis Protocol Questions

1. What are some data points that jumps out at you as a reason to celebrate? As a growth area?
2. What trend do you see in Service enrollment? What is percentage difference in Services enrollment from 2022-23 to 2024-25?
3. What do you think is accounting for the difference?
4. What trend do you see in Participation? From 2022-23 to 2024-25?
5. What do you think is accounting for this?
6. What Programs are most problematic in terms of Participation rate? What is you Participation rate if you remove these problematic programs?
7. What strategies / systems could be utilized to improve Participation rate?
8. What is the trend with Persistence? What do you think accounted for this trend?
9. What are the trends for EFL Gains by program? Graduation rates? Ideas on improving these?

Table 47 – Glendora Participation Rate by Program Area over Three Years

Program Areas* (A)	2022-23			2023-24			2024-25		
	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %
English Language Learner (ESL/ELL)	0	0	N/A	0	0	N/A	10	15	66.7%
ABE/ASE	17	27	60.7%	16	26	61.5%	30	34	88.2%
Career and Technical Education (CTE)	0	0	N/A	0	0	N/A	0	0	N/A
Workforce Preparation	0	0	N/A	0	0	N/A	0	0	N/A
Adults K-12 Success	29	29	100.0%	31	33	93.9%	27	27	100.0%
Unduplicated Total	46	56	82.1%	47	59	79.7%	67	76	88.2%

Table 47a – Glendora Services / CAEP Duplicated Enrollment over Three Years

Enrollment Type	2022-23	2023-24	2024-25
CAEP	46	47	67
Services	56	59	76

Table 47b – Glendora Participation Rates over Three Years

	2022-23	2023-24	2024-25
Participation Rate	82.1%	79.7%	88.2%

Table 57 – Glendora Persistence Rates Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%
ESL (duplicated)	0	0	0.0%	0	0	N/A	9	6	66.7%
ABE (duplicated)	14	3	21.4%	13	5	38.5%	28	28	100.0%
CTE / Workforce Reentry / (duplicated)	0	0	0.0%	0	0	N/A	0	0	N/A
Total Unduplicated	14	3	21.4%	13	5	38.5%	37	34	91.9%

Table 57a – Glendora Persistence Rates Over Three Years

	2022-23	2023-24	2024-25
Persistence Rate	21.4%	38.5%	91.9%

Table 63 Glendora Measurable Gains by Total Enrollment Over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent
ESL	0	0	0%	0	0	0%	9	4	44.4%
ABE	14	1	7.1%	13	6	46.2%	28	28	100.0%
Total	14	1	7.1%	13	6	46.2%	37	32	86.5%

* Gain could be either achieving one Educational Functioning Level (EFL) or HSD / HSE

Table 63a – Glendora Gains as % of Total Enrollment Over Three Years

	2022-23	2023-24	2024-25
Gains as % of Total Enrollment	58.7%	24.8%	86.5%

Glendora – Data Analysis Protocol Questions

1. What are some data points that jumps out at you as a reason to celebrate? As a growth area?
2. What trend do you see in Service enrollment? What is percentage difference in Services enrollment from 2022-23 to 2024-25?
3. What do you think is accounting for the difference?
4. What trend do you see in Participation? From 2022-23 to 2024-25?
5. What do you think is accounting for this?
6. What Programs are most problematic in terms of Participation rate? What is you Participation rate if you remove these problematic programs?
7. What strategies / systems could be utilized to improve Participation rate?
8. What is the trend with Persistence? What do you think accounted for this trend?
9. What are the trends for EFL Gains by program? Graduation rates? Ideas on improving these?

Table 48 – Monrovia Participation Rate by Program Area over Three Years

Program Areas* (A)	2022-23			2023-24			2024-25		
	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %	CAEP Enrollment	Services Enrollment	Part. %
English Language Learner (ESL/ELL)	435	504	86.3%	480	555	86.5%	521	563	92.5%
ABE/ASE	120	157	76.4%	154	190	81.1%	152	172	88.4%
Career and Technical Education (CTE)	322	354	91.0%	344	373	92.2%	396	443	89.4%
Workforce Preparation	259	877	29.5%	540	1,006	53.7%	347	1,467	23.7%
Adults K-12 Success	0	0	N/A	0	0	N/A	0	0	N/A
Duplicated Total	1,136	1,893	59.1%	1,518	2,124	71.5%	1,416	2,522	56.1%
Adjusted Total	877	1,016	86.3%	978	1,118	87.5%	1,069	1,178	90.7%

Table 48a – Monrovia Services / CAEP Duplicated Enrollment over Three Years – Adjusted

Enrollment Type	2022-23	2023-24	2024-25
CAEP	877	978	1,069
Services	1,016	1,118	1,178

Table 48b – Monrovia Participation Rates over Three Years – Adjusted

	2022-23	2023-24	2024-25
Participation Rate	86.3%	87.5%	90.7%

Table 58 – Monrovia Persistence Rates over Three Years (Adjusted)

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%	Total Enrolled	No. w/ Pre/Post	%
ESL (duplicated)	422	321	76.1%	445	296	66.5%	492	365	74.2%
ABE (duplicated)	119	86	72.3%	146	115	78.8%	130	103	79.2%
CTE / Workforce Reentry / (duplicated)	173	132	76.3%	214	169	79.0%	179	87	48.6%
Total Unduplicated	557	417	74.9%	577	399	69.2%	613	461	75.2%

Table 58a – Monrovia Persistence Rates Over Three Years (Adjusted)

	2022-23	2023-24	2024-25
Persistence Rate	74.9%	69.2%	75.2%

Table 64 – Monrovia Measurable Gains by Total Enrollment over Three Years

Program	2022-23			2023-24			2024-25		
	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent	Total Enrolled	No. w/ Gain*	Percent
ESL	414	242	58.5%	437	184	42.2%	489	299	61.7%
ABE	143	55	38.5%	140	65	46.4%	124	74	59.6%
Total	557	297	53.3%	577	29	43.2%	613	376	61.3%

* Gain could be either achieving one Educational Functioning Level (EFL) or HSD / HSE

Table 64a – Monrovia Gains as % of Total Enrollment Over Three Years

	2022-23	2023-24	2024-25
Gains as % of Total Enrollment	53.3%	43.2%	61.3%

Monrovia – Data Analysis Protocol Questions

1. What are some data points that jumps out at you as a reason to celebrate? As a growth area?
2. What trend do you see in Service enrollment? What is percentage difference in Services enrollment from 2022-23 to 2024-25?
3. What do you think is accounting for the difference?
4. What trend do you see in Participation? From 2022-23 to 2024-25?
5. What do you think is accounting for this?
6. What Programs are most problematic in terms of Participation rate? What is you Participation rate if you remove these problematic programs?
7. What strategies / systems could be utilized to improve Participation rate?
8. What is the trend with Persistence? What do you think accounted for this trend?
9. What are the trends for EFL Gains by program? Graduation rates? Ideas on improving these?

Table 65 – HSD / HSE Pass Rates by Member over Three Years

	2022-23			2023-24			2024-25		
	Grads/ Comp.	Poss.	%	Grads/ Comp.	Poss.	%	Grads/ Comp.	Poss.	%
Azusa	33	177	18.6%	35	108	32.4%	31	213	14.6%
Claremont	31	96	32.3%	43	87	49.4%	52	106	49.1%
Duarte	6	18	33.3%	5	13	38.5%	11	15	73.3%
Glendora	0	17	0.0%	6	13	46.2%	28	28	100%
Monrovia	42	119	35.3%	42	140	30.0%	47	124	37.9%
Total	112	427	26.2%	131	361	36.3%	169	486	34.7%

Starting in 2024-25, CCAEC members have started to disaggregate HSD and HSE data based on CAEP Summary Tables. This gives members who have a significant HSE program the ability to measure success by HSD and HSE enrollment

Table 66 – HSD / HSE Pass Rates by Member over Four Years

	2024-25		
	Grads/ Comp.	Part. Enroll.	%
Azusa HSD*	19	128	14.8%
Azusa HSE*	12	123	9.6%
Claremont HSD	50	89	56.2%
Claremont HSE	2	7	28.6%
Duarte HSD	11	15	73.3%
Glendora HSD	28	28	100%
Monrovia HSD	75	34	45.3%
Monrovia HSE	31	13	41.9%
Total**			

*Azusa disaggregated HSD/HSE data is corrupt

** No totals have been included in this chart because Azusa data is corrupted



Documents to Support Agenda Items

August 5, 2025 Agenda

Agenda Item 6.0

Revised CCAEC 2025-26 Allocations

Worksheet for CCAEC Revised 2025-26 Allocations

2025-26 CAEP Allocation Calculations by School					
School	2025-26 Preliminary Allocation	Overhead	2025-26 Allocations	Adjustments	2025-26 Final Allocations (Adjusted)
Azusa Adult School	\$1,391,607	\$119,803	\$1,271,804	\$163,000	\$1,434,804
Citrus College	\$0	\$0	\$0		\$0
Claremont Adult School	\$1,259,264	\$130,042	\$1,129,222	\$171,000	\$1,300,222
Overhead			\$605,900		\$605,900
Duarte Adult School	\$44,114	\$1,420	\$42,694	-\$12,000	\$30,694
Glendora Adult School	\$143,037	\$8,605	\$134,432	-\$54,000	\$80,432
Monrovia Adult School	\$2,644,187	\$346,030	\$2,298,157	-\$268,000	\$2,030,157
	\$5,482,210	\$605,900	\$5,482,210	\$0	\$5,482,210

Adjustments for 2025-26 Decreased Allocations								
School	2025-26 Final Allocations (Adjusted)	2025-26 Overhead	2025-26 Allocations (before Overhead)	Percent of Total	Decrease	New Total	Overhead Adjustment	Final Allocations
Azusa Adult School	\$1,434,804	\$119,803	\$1,315,001	31.0%	\$2,168	\$1,432,636	\$12,000	\$1,444,636
Citrus College	\$0	\$0	\$0	0.0%	\$0	\$0		\$0
Claremont Adult School	\$1,300,222	\$130,042	\$1,170,180	28.1%	\$1,966	\$1,298,256		\$1,298,256
Overhead	\$605,900		\$605,900	0.0%	\$0	\$605,900	\$12,000	\$593,900
Duarte Adult School	\$30,694	\$1,420	\$29,274	0.6%	\$42	\$30,652		\$30,652
Glendora Adult School	\$80,432	\$8,605	\$71,827	1.5%	\$103	\$80,329		\$80,329
Monrovia Adult School	\$2,030,157	\$346,030	\$1,684,127	38.8%	\$2,675	\$2,027,482		\$2,027,482
Totals	\$5,482,210	\$605,900	\$4,876,310	100.0%	\$6,995	\$5,475,215	\$0	\$5,475,215