



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Wednesday, July 29, 2026, 2:30 p.m.

Monrovia Community Adult School – Room 33

920 S. Mountain Ave., Monrovia 91016

Zoom Meeting Information

<https://us02web.zoom.us/j/86926584376?pwd=sE9FkzvLrDwdl9uwMVR4sxnv9zYqKb.1>

Meeting ID: 869 2658 4376

Unapproved Minutes

A. CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (1:30 pm)

1. Meeting called to order by Chair Felipe Delvasto at 2:31.
2. Roll Call

Anthony Contreras, Azusa USD	Absent	John Russell, Program Director	(Virtually)
Felipe Delvasto, Claremont USD	(Virtually)		
Flint Fertig, Monrovia USD	(Virtually)		
Linda Ju-Ong, Citrus College	(Virtually)		
Kevin Morris, Duarte USD	Absent		
Valentina Shibata, Glendora USD	(Virtually)		

B. ORDER OF BUSINESS

1. Representative discussion/presentation of agenda items which could be moved up on the agenda.
None at this time.

2. Approve the minutes of the June 16, 2026 Regular Executive Board Open Session Meeting.

Act # 26-14 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 4-0**

Representative Contreras A Representative Delvasto Y Representative Fertig Y

Representative Ju-Ong Y Representative Morris A Representative Shibata Y

C. COMMUNICATIONS

1. Representative reports:

Azusa: No report.

Citrus: Ms. Ju-Ong reported that the hiring of the dual enrollment counselor had been delayed. She reported that the previous Dean of Counseling had left the position and an interim Dean of Counseling did not want to approve the new position, preferring to wait until a new Dean was confirmed. Mr. Delvasto asked what did that mean for the

Claremont: Mr. Delvasto reported that Claremont was starting classes on Tuesday, August 4 and CNA was starting August 10. He reported that CNA had 11 students enrolled and Pharmacy Tech had 9 students.

Duarte: No report.

Glendora: Ms. Shibata reported that school was currently closed and K-12 Parent Success classes would resume August 13.

Monrovia: Mr. Fertig reported that MCAS administration had just completed an MUSD Instructional Leaders retreat and that MCAS had offered to help the district by offering some K-12 Parent Success classes. He reported that the state had just advised that Title II AEFLA funding was lowered by the state about 18% and that was causing some budget issues for Monrovia.

2. Program Director report.

Mr. Russell reiterated what Mr. Fertig advised regarding Title II allocations being adjusted downwards nearly 20%. He also reported that the CCAEC agenda format had changed to match the format most K-12 school districts are using because of Granicus.

D. PUBLIC COMMENTS

1. Public comment for items not on the agenda.

Ms. Regina Sells-Arnold, the Literacy Services and Adult Education Coordinator for the Azusa Public Library was in attendance and was given the floor. She reported that she was required by the state to attend CCAEC meetings as a condition to receive state funds for library programs. She reported that the library had an active partnership with Azusa Adult Education Center and Dr. Contreras providing programs to help those with basic literacy issues. She advised she would be continuing to attend CCAEC Board meetings.

2. Public comments for items on the Open Session Agenda.

None at this time.

E. CCAEC EXECUTIVE BOARD ACTION ITEMS

1. BOARD APPROVAL OF REVISED 2026-27 CAEP ALLOCATIONS PER MEMBER

Act # 26-15 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 4-0**

Representative Contreras A Representative Delvasto Y Representative Fertig Y

Representative Ju-Ong Y Representative Morris A Representative Shibata Y

After the Governor's May revise the Citrus College Adult Education Consortium received an increase in CAEP funds of \$25,182. Board Representatives approved an updated distribution of the increased allocations.

2. **BOARD REVIEW AND APPROVAL OF CCAEC BYLAWS**

Act # 26-16 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 4-0**

Representative Contreras A Representative Delvasto Y Representative Fertig Y

Representative Ju-Ong Y Representative Morris A Representative Shibata Y

CCAEC Board reviewed CCAEC Bylaws. No revisions were requested. Board approved Bylaws as currently drafted.

F. CCAEC EXECUTIVE BOARD INFORMATIONAL ITEMS

1. **BOARD REVIEW OF CCAEC FALL 2026 ANNUAL DATA REPORT AND CCAEC THREE-YEAR PLAN**

Board Representatives reviewed the 2026 CCAEC Annual Data Review (ADR) and the CCAEC 2025-2028 Three-Year Plan to inform the creation of the Annual Plan.

2. **BOARD REVIEW OF CCAEC 2026-27 ANNUAL PLAN FIRST DRAFT**

Board Representatives reviewed the first draft of the CCAEC 2026-27 Annual Plan and provide revisions / suggestions as needed.

G. ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Meeting was adjourned by Chair Delvasto at 3:32.