



Executive Committee Meeting Minutes

December 4, 2024 12:30 – 2:30 p.m. Chaffey Adult School

Please contact George Matamala (george.matamala@cjuhsd; 909-391-5365) for information on providing public comment at this meeting.

* = vote to be taken or action item

1) Welcome/Introductions

The meeting was called to order at 1 PM. Attendees included Sean Delgado, Cindy Gleason, George Matamala, Heather Post, and Maria Rodriguez

2) Approval of Agenda* Motion: Heather, 2nd: Cindy, All in favor? Yes

3) Approval of Meeting Minutes*

a) Date: October 9, 2024

b) Member representatives present: Sean Delgado, Cindy Gleason, Heather Post, George Matamala, Maria Rodriguez

Motion: Cindy, 2nd: Sean, All in favor? Yes

4) Public Comment: None

5) Consent Items: None

6) WECC Business

a) Carryover Plan

i) Spending Update (Q1) Q1 spending was reviewed, and options were discussed including investment in CTE programs for spending down the budget more aggressively at the start of the year to avoid scrambling at the end.

ii) Next Steps Sites identified their major projects they'd be investing in including some capital improvements, childcare, consortium-wide trainings, student incentives (not allowed), marketing, and pivoting to different programs

iii) Technical Assistance Technical assistance is available through CAEP TAP

b) Three-Year Plan Updates

i) Surveys Check-In Everyone had started the surveys and there were enough responses already to get a good picture. Translation and time were a big factor.

ii) Next Steps *Need to set up meetings with industry and agency partners*

7) Fiscal

a) None

8) Information Items

a) None

9) Professional Development for 24-25

- a) CAEAA Conference, Feb. 6-7, (Sacramento, CA)
- b) [OTAN TDLS](#), Mar. 7-8, (Long Beach, CA)
- c) [TESOL](#), Mar. 18-21, (Long Beach, CA)
- d) [ACSA Leg. Day](#), Mar. 17-18, (Sacramento, CA)
- e) [COABE](#), Mar. 30 - Apr. 2, (Dallas, TX)
- f) [CCAIE Leg. Day](#), Apr. 6-7, (Sacramento, CA)
- g) [CCAIE State Conference](#), May 1-3, (Fresno, CA)
- h) [CASAS SI](#), June 9-12, (Garden Grove, CA)
- i) GED National Conference, Aug. 4-6 (Chicago IL)

10) Site Reports

- a) Chaffey College *Changes in counseling department—reduction of hours. Success Guides, not counselor apprentices. Counselors should be primarily focused on academic counseling.*
- b) Chaffey Adult School *Going through FPM—learning a lot as a result*
- c) Chino Valley Adult School *Multicultural Day coming up on 3/12. Will use the new stage and sound system. Caroling for the holidays. Furniture orders are coming in revitalizing the campus. AJCC trainings. Apple bar and hot chocolate bar for morale boosting.*
- d) Fontana Adult School *Adding classes—ASL, forensic biology. Morning enrollment has doubled since switching to two-hour blocks. Distance learning tech discussion.*
- e) Upland Adult School *Really need their own campus/space.*

11) Other: None

Materials provided:

Carryover Plan

Q1 Spending Reports

Agenda

Next Meeting: January 15 from 12:30-2:30 PM at Chaffey Adult School